

**Date:** February 27, 2026

**Time:** 10:03 a.m. – 10:34 a.m.

**Location:** LEARN, 44 Hatchesetts Hill Road, Old Lyme

### Meeting Minutes

**Building Committee Members:** Robert Mitchell, Chair LEARN Board of Directors; Dale Bernardoni, Vice-Chair LEARN Board of Directors; Beverly Washington, Secretary LEARN Board of Directors; Jennifer Favalora, Fiscal Officer LEARN Board of Directors; Craig Esposito, Past Chair LEARN Board of Directors; Kate Ericson, LEARN Executive Director

**Meeting Attendees:** Katelyn Chapman, Newman Architects; John Holden, Newman Architects; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.; Charles Warrington, Colliers Engineering and Design; Lance Hagen, LEARN Director of IT

**Building Committee Staff:** Julie Pendleton, LEARN Coordinator of Special Projects; Lisa Cooney, LEARN Coordinator of Communications

### Agenda

- 1.0 Approval of Minutes
- 2.0 Updates & Reports
- 3.0 Financial Update
- 4.0 Other Reports
- 5.0 Old Business
- 6.0 New Business
- 7.0 Next Meeting
- 8.0 Adjournment

### Discussion and Decisions:

#### Additional Agenda Item

- Julie Pendleton, LEARN's Coordinator of Special Projects, drew attention to the proposed FY 2027 meeting schedule. A motion was made to amend the agenda to add the proposed meeting schedule under New Business.
  - Motion: To amend the agenda to include the proposed FY 2027 meeting schedule under New Business
    - Presented by: Robert Mitchell
    - Seconded by: Beverly Washington
    - Vote: Motion carried unanimously
  - The agenda was amended accordingly.

#### 1.0 Approval of Minutes

- January 23, 2026 - Building Committee Meeting Minutes
  - Motion to approve
    - Presented by: Jennifer Favalora
    - Seconded by: Craig Esposito
    - Vote: Motion carried unanimously



- January 29, 2026 - Building Committee Special Meeting Minutes
  - Motion to approve
    - Presented by: Robert Mitchell
    - Seconded by: Kate Ericson
    - Vote: Motion carried unanimously
- February 12, 2026, Building Committee Special Meeting Minutes
  - Motion to approve
    - Presented by: Kate Ericson
    - Seconded by: Robert Mitchell
    - Vote: Motion carried unanimously

2.0 Updates & Reports

- Newman Architects, PC/RDG Architects
  - Construction at 51 Daniels Avenue is underway.
  - Furniture, Fixtures, & Equipment (FF&E) represents the final phase of design. Meetings are ongoing.
  - A technology survey is currently being conducted.
  - A focused technology equipment meeting will take place in April.
  - Focused playground planning meetings will also take place in April.
- Gilbane, Inc.
  - Abatement paperwork has been submitted.
  - Pre-purchased electrical equipment is expected to ship this spring.
  - The construction manager is handling snow removal, site clearing, and erosion and sediment control.
- Collier’s Engineering & Design
  - Reinforced Gilbane’s report.
  - Reported that the project remains in good fiscal standing.

3.0 Other Reports

- Town of Waterford
  - Permitting remains ongoing between Gilbane and the Town of Waterford.
  - Wetland permit has been received by LEARN.

4.0 Financial Update

- Discussion and possible action on invoices for Project #245-0090MAG/N/PF

Company/Vendor	Invoice	Amount Approved
Newman Architects	24595	\$108,066.92
Gilbane Building Company	PRECON #5	\$ 49,209.00
Colliers Project Leaders	1142730	\$ 16,257.80
Shipman & Goodman		\$ 6,176.00
Sustainable Engineering Solutions LLC (SES)	5760	\$ 1,450.00
Independent Materials Testing Labs, Inc. (IMTL)	6965-A	\$ 2,697.00
Independent Materials Testing Labs, Inc. (IMTL)	6965-B	\$ 1,045.00
<b>Total</b>		<b>\$184,901.72</b>



- Motion to approve invoices as presented
  - Presented by: Craig Esposito
  - Seconded by: Dale Bernardoni
  - Vote: Motion carried unanimously

#### 5.0 Old Business

- Furniture, Fixtures, & Equipment (FF&E)
  - Meetings are scheduled through April.
  - Sample materials will be available on site at Hatchetts Hill in April.

#### 6.0 New Business

- Proposed FY 2027 Meeting Schedule
  - The proposed FY 2027 Building Committee meeting schedule was presented for consideration.
    - Motion: To approve the proposed FY 2027 meeting schedule.
      - ❖ Presented by: Robert Mitchell
      - ❖ Seconded by: Beverly Washington
      - ❖ Vote: Motion carried unanimously

#### 7.0 Next Meeting

- March 27, 2026, 10:00 a.m. at LEARN
- Anticipated Agenda Items:
  - Approval of Minutes
  - Updates & Reports
  - Financial Update
  - Other Reports
  - Old Business
  - New Business
  - Next Meeting
  - Adjournment

#### 8.0 Adjournment

- Motion to adjourn at 10:34 a.m.
  - Presented by: Robert Mitchell
  - Seconded by: Kate Ericson
  - Vote: Motion carried unanimously

