

Date: August 28, 2026

Time: 10:02-10:40 a.m.

Location: LEARN, 44 Hatchetts Hill Rd. Old Lyme

Meeting Minutes

Building Committee Members: Robert Mitchell, Chair 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: Charles (Chuck) Warrington, Collier's Engineering and Design; Erica Pudvelis, Colliers Engineering and Design; Margaret Molnar-Ryan, Collier's Engineering and Design; Nick Conti, Gilbane, Inc.; Taylor Crouse, Gilbane, Inc.; John Holden, Newman Architects; Katelyn Chapin, Newman Architects; Lance Hagen, LEARN Director of IT; Gary Cymbala, SSC

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

Agenda

1.0 Approval of Minutes - Discussion and Possible Action

2.0 Updates & Reports

3.0 Financial Update

4.0 Other Reports

5.0 Old Business

6.0 New Business

7.0 Adjournment

Addition to the Agenda

After calling the meeting to order, Julie Pendleton noted that SES had submitted a \$5,700 proposal for inspection-related services. A motion was made to add discussion and possible action on the proposal to the agenda.

Motion presented by: Kate Ericson

Motion seconded by: Craig Esposito

Motion carried unanimously

1.0 Approval of Minutes - Discussion and Possible Action

- Motion: To approve meeting minutes of July 24, 2026
Presented by Craig Esposito
Seconded by Robert Mitchell
Motion carried unanimously
- Motion: To approve the supplemental meeting minutes of August 13, 2026
Presented by Kate Ericson
Seconded by Jennifer Favalora
Motion carried unanimously

2.0 Updates & Reports

- Architects: Newman Architects, PC/RDG Architects
 - Design phase is wrapping up.
 - Updating FFE for furniture & technology, as well as playgrounds and will bring that to the Building Committee in September.

- Construction Manager: Gilbane

General Updates

- Slide deck on construction progress along with drone footage was shown to the committee.
 - Wing A
 - Foundations and steel erections are complete.
 - Installation of underground utilities is ongoing.
 - Slab placement is scheduled for mid-September.
 - Installation of metal roof deck & welding will follow slab placement and is expected to be complete by late September.
 - Wing B
 - Slab placement is complete.
 - Steel erection is complete.
 - Installation of metal roof deck and welding are ongoing.
 - Wing G
 - All structural steel work is complete.
 - Layout of exterior metal wall framing is ongoing; installation will begin the week of August 31.
 - Layout of hangers for overhead plumbing & mechanical piping is ongoing; installation will begin in the week of August 31.
 - Installation of hangers for overhead ductwork is ongoing.
 - Wing C
 - Installation of metal roof deck and welding is complete.
 - Installation of hangers for overhead ductwork is complete.
 - Installation of hangers for overhead plumbing and mechanical piping is ongoing.
 - Installation of overhead electrical conduit is ongoing.
 - Exterior metal wall framing is ongoing.
 - Wing F
 - Installation of metal roof deck and welding is complete.
 - Installation of exterior metal wall framing is complete.
 - Installation of exterior sheathing and window blocking is ongoing.
 - Install of hangers for overhead ductwork, plumbing and mechanical piping is complete.
 - Installation of overhead electrical and plumbing will begin the week of August 31.
 - Installation of interior framing will begin the week of August 31.
 - Installation of roof blocking and TPO roofing will be completed in September.
 - Wing D
 - Installation of exterior metal wall framing, sheathing, and blocking is complete.
 - Installation of AVB and roofing in ongoing.
 - Installation of masonry is expected to begin in September.
 - Installation of overhead utilities is ongoing.
 - Installation of interior framing is ongoing.
 - Installation of in-wall utilities will begin in September.
 - Wing E
 - Installation of exterior sheathing and window blocking is complete
 - Installation of roofing is nearing completion.
 - Installation of AVB and masonry is ongoing.
 - Installation of glazing systems will begin in September.

- Installation of overhead utilities, including ductwork is ongoing.
- Interior metal wall framing is ongoing.
- Installation of in-wall utilities will begin the week of August 31.

Discussion and possible action

Discussion and Possible Action	Amount	Proposed Motion	Vote
Third-Party Playscape Review	\$ 2,000	To approve the Versteeg Associates Third-Party Playscape Review in the amount of \$2,000	<ul style="list-style-type: none"> • Presented by Kate Ericson • Seconded by Robert Mitchell • Motion carried unanimously
SES additional service proposal related to inspections	\$ 5,700	To approve the additional service proposal from SES for \$5,700	<ul style="list-style-type: none"> • Presented by Kate Ericson • Seconded by Jennifer Favalora • Motion carried unanimously

3.0 Financial Update

Discussion and Possible Action	Amount	Proposed Motion	Vote
Invoices for Project #245-0090MAG/N/PF	\$4,116,999.53	To approve the invoices for Project #245-0090MAG/N/PF	<ul style="list-style-type: none"> • Presented by Jennifer Favalora • Seconded by Craig Esposito • Motion carried unanimously

4.0 Other Reports

- None

5.0 Old Business

- FF& E: Delivery of FF & E between June 15 and July 15.

6.0 New Business

- None

7.0 Adjournment

- Presented by Kate Ericson
- Seconded by Robert Mitchell
- Motion carried unanimously

