

**STUDENT SUPPORT SERVICES BUILDING COMMITTEE MEETING**

**FRIDAY, SEPTEMBER 22, 2017 (REGULAR MEETING)**

**LEARN**

**44 HATCHETTS HILL ROAD, OLD LYME, CT. 06371**

**In Attendance:** Craig Esposito, Rita Volkmann, Dr. Eileen Howley, Jack Cross, Bridgette Gordon-Hickey, and Lynn Nenni

**Representative not in attendance:** Sheri Cote and Chris Goff

**Presenters, staff and other guests:** Donna Worst, Yvonne Tobey and David Howes

**Meeting called to order:** 10:10 a.m.

**1.0** Updates on Due Diligence Process

- 1.1 Catalyst Environmental Consulting did not find any initial environmental hazards. The team is waiting on response from the Fire Marshal pertaining to the oil tank that was removed. The original filed by the Synagogue did not meet particular standards.
- 1.2 Mystic Air Quality conducted an inspection of the building and is investigating further one area of possible concern on the lower level regarding acoustical tile glue and will provide a complete report.

**2.0** Closing Discussion

- 2.1 The real estate closing for the Ocean Avenue property can be done electronically or in person with the Synagogue. October 20<sup>th</sup> is the tentative date for the closing. All Synagogue staff will be physically out of the building by October 31, 2017 and will be responsible for any expenditures and insurance. A suggestion was made to send a letter to their congregation thanking them for the opportunity to have our students and program occupy the building.

**3.0** Design and Construction Update

- 3.1 Design meetings with the Architects and the Construction Manager have been scheduled with Student Support Services staff.
- 3.2 Tecton and O & G will be conducting a site visit on September 22, 2017 and will learn about the population of students that this building will serve.

**4.0** Financial Update

- 4.1 LEARN Executive Director, Dr. Eileen Howley and Chief Financial Officer, Lynn Nenni continue to explore mortgage agreements and other funding tools.

**Motion to adjourn made by Jack Cross**

**Moved by Craig Esposito and seconded by Rita Volkmann**

**Meeting adjourned at 10:42 a.m.**