



March 27, 2020

Connecticut Department of Labor and Employment  
Rapid Response Unit  
200 Folly Brook Boulevard  
Wethersfield CT 06109  
Attn: Susan Fracasso & Christine Conte

Dear Rapid Response Unit

This letter is being issued in accordance with the Worker Adjustment and Retraining Notification Act (WARN) in order to notify you that Mystic Seaport Museum, Inc. is laying off staff at its facility located at 75 Greenmanville Avenue Mystic, CT 06355, effective April 1, 2020. These layoffs should be considered permanent, as we cannot estimate when the Museum will reopen and when we will need to increase staffing levels. This will result in the layoff of approximately 199 employees, 68 of whom were full-time.

Notice was given as soon as possible due to the unforeseen circumstances of a loss of business due to the unprecedented COVID-19 pandemic, the National Emergency declared by the President of the United States, the state of emergency declared by the Governor of Connecticut and the various state orders and recommendations designed to help contain the spread of COVID-19. This pandemic has crippled the Museum's business causing notice not to be foreseeable at the time that notice would have been required to be given.

All affected employees have been notified. Attached is a list of job positions and numbers of employees who will be impacted by these layoffs. Mystic Seaport Museum Inc. is not part of a union. Bumping rights do not exist.

If you need any additional information please contact Jeanne Gade, Director of Human Resources (860) 572-5332. [jeanne.gade@mysticseaport.org](mailto:jeanne.gade@mysticseaport.org).

Sincerely,

A handwritten signature in blue ink that reads "Jeanne Gade". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Jeanne Gade  
*Director of Human Resources*

CC:First Selectman Danielle Chesebrough