

Town of Woodbridge

Center Building Renovation Committee

Special Meeting

-Minutes-

June 20, 2024

A Special Meeting of the Center Building Renovation Committee took place in the Training Room at the Woodbridge Police Department on Thursday, June 20, 2024, at 11:30 a.m.

Present for Committee:

Chairman Dwight Rowland, Chief Frank Cappiello, Jeanette Glicksman, Susan Davidson, David Vogel

Others: *Michelle Miller & David Stein – Silver Petrucelli & Associates, Anthony Genovese – Finance Director, Jon DeMayo – Rec Department*

Present for Staff: *Administrative Assistant Janice Innocenzi*

Approval of Minutes / Special Meeting – June 7, 2024:

Jeanette Glicksman requested the minutes be amended to reflect a comment made by Chairman Rowland.

The Committee voted unanimously (Davidson/Glicksman) to approve the minutes of the Special Meeting of the Center Building Renovation Committee held June 7, 2024, as amended.

Update of Center Gym (STEAP Grant) Project:

- **Project Update – Pelletier Construction -**

Chairman Rowland provided the following updates:

- Not a lot is going on, but the construction company said they will be done by October 1.
- Some change orders were needed for the gym.
- We are still waiting for roof drawings.
- Chairman Rowland will continue to monitor the situation.

Center Building Renovation Project:

- **Continue Discussion of Phase II Options -**

- Chairman Rowland and Committee members discussed various Phase II options. Mr. Stein and Mr. Genovese also gave their input.
- Chairman Rowland said we need to seriously consider retaining a construction manager to work with us and our team.
- Several Options for Phase II were discussed:
 - Option A – Stay with the current project and determine what the revised estimate would be.
 - Option B – Build a new Police Department building on town owned property in the area, then demolish just the Police Department portion of the Center Building, and upgrade the existing building as needed.
- Chairman Rowland said he would like to present a Phase II plan to the joint Boards of Selectmen and Finance in July.
- Mr. Stein was invited to attend the next meeting.
- Chairman Rowland will ask the First Selectman to change the charge of the Committee now that we have done what the Committee was originally charged with.

- **SP&A Invoice Dated 06/01/24 (Center Gym) -**
 - Chairman Rowland asked the Committee's consideration to the approve the June 1, 2024 invoice from Silver Petrucelli & Associates for \$1,200.

The Committee voted unanimously (Rowland/Glicksman) to approve the SP&A invoice dated June 1, 2024 for \$1,200.

- **SP&A Invoice Dated 06/01/24 (Center Building Renovation) -**
 - Chairman Rowland asked the Committee's consideration to the approve the June 1, 2024 invoice from Silver Petrucelli & Associates for \$2,750.

The Committee voted unanimously (Rowland/Cappiello) to approve the SP&A invoice dated June 1, 2024 for \$2,750.

Other Business:

- A Special Meeting will be held on July 2, 2024 at 11:30 a.m. in the Police Department Training Room.

Adjournment

The Committee voted unanimously (Glicksman/Davidson) to adjourn the Special Meeting of the Center Building Renovation Committee at 12:54 p.m.

Respectfully submitted,
Janice Innocenzi
Administrative Assistant

**Town of Woodbridge
Center Building Renovation Committee
Special Meeting
-Motions-
June 20, 2024**

Approval of Minutes / Special Meeting – June 7, 2024:

The Committee voted unanimously (Davidson/Glicksman) to approve the minutes of the Special Meeting of the Center Building Renovation Committee held June 7, 2024, as amended.

Update of Center Gym (STEAP Grant) Project:

- Project Update – Pelletier Construction

- There were no motions made, no votes taken.

Center Building Renovation Project:

The Committee voted unanimously (Rowland/Glicksman) to approve the SP&A invoice dated June 1, 2024 for \$1,200.

The Committee voted unanimously (Rowland/Cappiello) to approve the SP&A invoice dated June 1, 2024 for \$2,750.

Other Business

- There were no motions made, no votes taken.

Adjournment

The Committee voted unanimously (Glicksman/Davidson) to adjourn the Special Meeting of the Center Building Renovation Committee at 12:54 p.m.

Respectfully submitted,
Janice Innocenzi
Administrative Assistant