

# Town of Woodbridge

## Center Building Renovation Committee

### Regular Meeting

### -Minutes-

### February 15, 2024

The Regular Meeting of the Center Building Renovation Committee took place in the Main Meeting Room at Woodbridge Town Hall on Thursday, February 15, 2024, at 10:00 a.m.

Present for Committee:

*Chairman Dwight Rowland, Andrew Esposito, Jr., Frank Cappiello, Jeanette Glicksman, Susan Davidson*

*Others: Michelle Miller – Silver Petrucelli & Associates, Anthony Genovese – Finance Director, Brad Parsons – Facilities*

*Present for Staff: Administrative Assistant Janice Innocenzi*

**Approval of Minutes / Special Meeting – February 8, 2024:**

*The Committee voted unanimously (Davidson/Cappiello) to approve the minutes of the February 8, 2024, Special Meeting of the Center Building Renovation Committee.*

**Update of Center Gym (STEAP Grant) Project:**

- BOS Meeting 02/14/24
- Pelletier Construction Award
- Pelletier Contract Draft
  - Chairman Rowland said that the Board of Selectmen approved the Center Gym Award at their February 14, 2024 meeting, and we will exercise the spiral duct alternate.
  - A draft contract has been received and after it is reviewed by Chairman Rowland and Anthony Genovese, it will be sent to the Town Attorney. After that, Mr. Genovese will send it to the State OPM for review.

**Center Building Renovation Project:**

- Receive Update from SP&A (Phase I)
- Review SP&A Probable Cost (Detailed) Estimate
  - Michelle Miller presented and reviewed the Phase 1-5 Project Summary, Conceptual Design – Opinion of Probable Construction Cost documents. General discussion took place.
  - Chairman Rowland suggested we try to split up the project and start with the exterior envelope of the building. He noted that electrical and mechanical upgrades are needed, and suggested the generator be outside instead of in the basement. Further discussion took place regarding the phasing of the project.
  - EOC Funds: Mr. Genovese said there are grant funds available through the federal government.
  - Chairman Rowland asked Ms. Miller to:
    - Invite Bob Banning to our March meeting to further discuss mechanicals.
    - Get an estimate that includes the cost of all departmental relocations.
    - Get an estimate for just the building envelope work, including the ramp, and put together a quick summary of the building envelope cost with an updated estimate.

**Action, as Appropriate**

- No motions made; no votes taken.

**Other Business**

- There was no other business to discuss.

**Adjournment**

*The Committee voted unanimously (Glicksman/Esposito) to adjourn the meeting at 11:30 a.m.*

Respectfully submitted,  
Janice Innocenzi  
Administrative Assistant

**Town of Woodbridge**  
**Center Building Renovation Committee**  
**Regular Meeting**  
**-Motions-**  
**February 15, 2024**

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**Center Building Renovation Project:**

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**Other Business**

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**Adjournment**

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Janice Innocenzi  
Administrative Assistant