

# Town of Woodbridge

## Center Building Renovation Committee

### Regular Meeting

### -Minutes-

### March 13, 2024

The Regular Meeting of the Center Building Renovation Committee took place in the Main Meeting Room at Woodbridge Town Hall on Wednesday, March 13, 2024, at 10:00 a.m.

Present for Committee:

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

*Others: Anthony Genovese – Finance Director; Michelle Miller (Project Manager), Bob Banning (Electrical Engineer) and Adeo Gabriel (Mechanical Engineer) from Silver Petrucci & Associates*

Present for Staff: Administrative Assistant Janice Innocenzi

**Approval of Minutes / Regular Meeting – February 15, 2024:**

*The Committee voted (Glicksman/Davidson) to approve the minutes of the February 15, 2024, Regular Meeting of the Center Building Renovation Committee.*

Votes:

*In favor: Rowland, Cappiello, Glicksman, Davidson*

*Abstained: Vogel*

*Motion carries.*

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

- Kickoff Meeting (Pelletier Construction)
  - Chairman Rowland said the Kickoff Meeting with Pelletier Construction took place last week. A walk through was done. A list of subcontractors and additional information will be coming soon.

**Center Building Renovation Project:**

- Receive Update from SP&A (Phase I)
  - Review SP&A Revised Detailed Estimates
  - Entire Project
  - Building Envelope Only
  - Building Envelope / Electrical Only
  - Presentation to the Woodbridge BOS
  - Action, as Appropriate

Michelle Miller distributed copies of the revised estimates and reviewed them in detail with the Committee. General discussion took place. Bob Banning (Electrical Engineer) and Adeo Gabriel (Mechanical Engineer) provided detailed updates. Bob Banning noted that in Phase 1, they will be upgrading and expanding the entire main electrical service. The generator will be replaced, and a temporary rental generator will be used. There will be separate output for Police Department loads.

Phase 2: Classrooms, Gym Lobby, Bathrooms - Adeo Gabriel said HVAC rooftop units will be used for each room located in high occupancy areas. The main controller will be installed in Phase 2. Units will be gas fed.

Phase 3: Temporary Locker Rooms will be added for the Police Department. Bob Banning said in this phase there will be new lighting, electrical panels and new communications in each area. Adee Gabriel said the HVAC will be the same as in Phase 2 using individual units.

Building Envelope & Front Ramp were discussed.

Chairman Rowland notified the Committee that Phase 2 of the project may be put on hold.

Anthony Genovese reported that he may have an opportunity to apply for federal grant funds available through appropriations for Police and Public Safety, specifically. Applications are due by April 14.

Chairman Rowland said he would like to make a presentation to the joint Boards of Selectmen and Finance in April to educate new Board members about the need for the project and to give recommendations. He also suggested arranging a walk-through for Board members before the joint meeting.

**Action, as Appropriate**

*The Board voted unanimously (Glicksman/Davidson) to present the Center Building renovation project to the Board of Selectmen and Board of Finance in April, and prioritize the options for the building envelope and electrical upgrade.*

**Other Business**

- There was no other business to discuss.

**Adjournment**

*The Committee voted unanimously (Glicksman/Cappiello) to adjourn the meeting at 11:22 a.m.*

Respectfully submitted,  
Janice Innocenzi  
Administrative Assistant

**Town of Woodbridge**  
**Center Building Renovation Committee**  
**Regular Meeting**  
**-Motions-**  
**March 13, 2024**

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*Motion carries.*

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

**Kickoff Meeting (Pelletier Construction)**

- No motions made; no votes taken.

**Center Building Renovation Project:**

**Receive Update from SP&A (Phase I)**

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