

# Town of Woodbridge

## Center Building Renovation Committee

### Regular Meeting

### -Minutes-

### July 17, 2024

The regular meeting of the Center Building Renovation Committee took place in the Training Room at the Woodbridge Police Department on Wednesday, July 17, 2024, at 10:00 a.m.

Present for Committee:

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

Others: *Michelle Miller – Silver Petrucci & Associates, Anthony Genovese – Finance Director, John Adamovich & Jon DeMayo – Rec Department*

Present for Staff: *Administrative Assistant Janice Innocenzi*

**Approval of Minutes / Special Meeting – July 2, 2024:**

Susan Davidson requested the minutes be amended to clarify a comment made by the Chairman.

*The Committee voted unanimously (Davidson/Vogel) to approve the minutes of the Special Meeting of the Center Building Renovation Committee held July 2, 2024, as amended.*

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

• **Project Update – Pelletier Construction** -

Chairman Rowland provided the following updates:

- We met with the Project Manager; progress is slow, but we are moving toward the October 1 target date.
- Light fixtures will ship on August 8.
- The HVAC unit will be delivered to the rigger by September 2.
- We received a two-week look ahead. Roofing work will begin. There will be a conference on Monday, July 22 regarding the roof.
- Doors and frames will be here next week.

• **SP&A Proposal for RFP – Investigate Gym Floor-**

- Chairman Rowland wants the architect to do an RFP on replacing the dead spots in the gym floor.

*The Committee voted unanimously (Rowland/Glicksman) to allow the architect to prepare an RFP to send to the contractor to get pricing, lead times, and costs.*

**Center Building Renovation Project:**

• **Continue Discussion of Phase II Options –**

**Review Building Committee Updated Charge 07/10/24**

- Chairman Rowland went to the Board of Selectmen meeting on July 10, 2024. At that time, they discussed and amended the charge.
- Options discussed: Building a new Police Department vs. the \$41 million Center Building project; look for a centrally located spot for the Police Department and get the architect to figure out pricing, a site survey, do a cost estimate on a new building; and figure out what would be the cost to run the new building.
- Pursue grants available to build a new Police Department.

- Will there be a separate building committee for a new building vs. establishing a single Town Building Committee to oversee all building projects instead of having individual committees for each project.
- Second Proposal: If a new Police Department is to be built, have the architect provide a proposal to revisit phasing and costs to minimize the impact on the Center Building project and do individual energy efficient projects (doors, windows, electrical, mechanical).

A motion was made by Chairman Rowland and then removed and restated.

*The Committee voted unanimously (Rowland/Cappiello) to ask SP&A for a proposal for the cost of a separate Police Department building (similar to North Branford), a site location, preliminary design, requirements, and operating costs, under a new building committee.*

*The Committee voted unanimously (Rowland/Glicksman) to ask SP&A for a proposal, as we separate the Police Department from the Center Building Renovation project, to remove the Police Department from the Center Building Renovation project phasing, trying to keep the plan “as is” with upgraded finishes, mechanicals, windows and roofing. SP&A would be charged to talk with impacted departments to determine revised needs, and work with the Building Committee to help phase construction, so it is monetarily feasible to have the project done in a fiscally responsible manner.*

- **SP&A Invoice Dated 07/01/24 (Center Building Reno)** -

*The Committee voted unanimously (Rowland/Davidson) to approve payment of the \$1,500 SP&A invoice dated 07/01/24 for additional construction costs associated with the gym project.*

**Other Business:**

- There was no other business to discuss.

**Adjournment**

*The Committee voted unanimously (Glicksman/Cappiello) to adjourn the Special Meeting of the Center Building Renovation Committee at 11:38 a.m.*

Respectfully submitted,  
 Janice Innocenzi  
 Administrative Assistant

**Town of Woodbridge**  
**Center Building Renovation Committee**  
**Regular Meeting**  
**-Motions-**  
**July 17, 2024**

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