

Town of Woodbridge

Center Building Renovation Committee

Special Meeting

-Minutes-

August 29, 2024

A Special Meeting of the Center Building Renovation Committee took place in the Training Room at the Woodbridge Police Department on Thursday, August 29, 2024, at 10:00 a.m.

Present for Committee:

Chairman Dwight Rowland, Chief Frank Cappiello, Jeanette Glicksman

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

Present for Staff: *Administrative Assistant Janice Innocenzi*

Approval of Minutes / Regular Meeting – July 17, 2024:

The Committee voted unanimously (Glicksman/Cappiello) to approve the minutes of the Regular Meeting of the Center Building Renovation Committee held July 17, 2024.

Update of Center Gym (STEAP Grant) Project:

• **Project Update – Pelletier Construction – Updated Project Schedule 08/13/24**

Chairman Rowland provided the following updates:

- We met with Pelletier. The Project Manager is gone, and we have the two original Project Managers back.
- The schedule was updated. We are still a work in progress, but progress has been made.
- The contractors are pushing to finish a week prior to the October 1 deadline.
- Dead patch repair on the gym floor will be assessed next week.
- The RTU is scheduled for installation on September 3.
- Wall pads will be delivered September 16 (1 day to install).
- Roof work is 90% complete.
- The sprinkler and fire alarm systems both need to be tested.

• **Review / Act on PCM Change Order #1-**

- Chairman Rowland reviewed the change order with the Committee. The original cost was \$26,000 and they got it down to \$21,243.44.

The Committee voted unanimously (Rowland/Cappiello) to approve PCM Change Order #1 for \$21,243.44.

Center Building Renovation Project:

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

- Chairman Rowland contacted David Stein of SP&A and asked him to come up with options for the Police Department to have a separate building off-site, to revisit all phases of the project without the Police Department, and keep as much as we can of the existing building. Break down the projects to be funded separately.
- Chairman Rowland said he would like to get an RFP for Police Department site selection and associated costs, and ask the Board of Selectmen to fund various phases.
- We need direction from the Board of Selectmen to proceed any further.

- **SP&A Invoice Dated 08/01/24 (Center Gym) -**

The Committee voted unanimously (Glicksman/Cappiello) to approve payment of the \$900 SP&A invoice dated 08/01/24 for the Center Gym STEAP Grant project.

Other Business:

- There was no other business to discuss.

Adjournment

The Committee voted unanimously (Cappiello/Glicksman) to adjourn the Special Meeting of the Center Building Renovation Committee at 10:30 a.m.

Respectfully submitted,
Janice Innocenzi
Administrative Assistant

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