

# Town of Woodbridge

## Center Building Renovation Committee

### Special Meeting Minutes January 5, 2023

A Special Meeting of the Center Building Renovation Committee took place in the Police Department Training Room on Thursday, January 5, 2023, at 10:00 a.m.

Present for Committee:

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

Others: *Finance Director Anthony Genovese, David Stein – Silver Petrucelli & Associates*

Present for Staff: *Administrative Assistant Janice Innocenzi*

Approval of Meeting Minutes:

- Special Meeting - December 7, 2022:

***The Committee voted unanimously (Davidson/Esposito) to approve the minutes of the special meeting of the Center Building Renovation Committee held December 7, 2022.***

Review Revised SP&A Fee Proposals:

- Reviewed and discussed Center Building Project & STEAP Grant – Gym.  
Mr. Stein explained revised fees. He is advising clients to prepare for a 6% escalation in 2023.  
Ms. Glicksman wants to move ahead with the gym. Ms. Davidson noted the STEAP grant funds are good for two years. Chairman Rowland will prepare a memo to the Board of Selectmen and at their January 11, 2023 meeting, will request Phase 1 funding and field any questions.

- Present Recommendations to BOS (01/11/23):

***The Committee voted unanimously (Esposito/Glicksman) to request the Board of Selectmen approve \$27,250 for architectural and engineering fees (SP&A) for work related to the STEAP Grant for the gym.***

***The Committee voted unanimously (Cappiello/Esposito) to request the Board of Selectmen fund \$55,000 architectural and engineering fees for SP&A for Phase 1, so we can have a recommendation for the scope of work, preliminary budget; and add Phases 2 & 3 into the July budget for pre-construction costs for a potential construction manager.***

Establish Meeting Dates for 2023:

- Meeting dates were discussed, a meeting schedule for 2023 was agreed upon and will be submitted to the Town Clerk's Office.

Other Business:

- There was no other business discussed.

Adjournment:

***The Committee voted unanimously (Davidson/Cappiello) to adjourn the meeting at 11:00 a.m.***

Respectfully submitted,  
Janice Innocenzi

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## Special Meeting Motions January 5, 2023

### Approval of Meeting Minutes:

- Special Meeting - December 7, 2022:

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### Present Recommendations to BOS (01/11/23):

*The Committee voted unanimously (Esposito/Glicksman) to request the Board of Selectmen approve \$27,250 for architectural and engineering fees (SP&A) for work related to the STEAP Grant for the gym.*

*The Committee voted unanimously (Cappiello/Esposito) to request the Board of Selectmen fund \$55,000 architectural and engineering fees for SP&A for Phase 1, so we can have a recommendation for the scope of work, preliminary budget; and add Phases 2 & 3 into the July budget for pre-construction costs for a potential construction manager.*

### Adjournment:

*The Committee voted unanimously (Davidson/Cappiello) to adjourn the meeting at 11:00 a.m.*

Respectfully submitted,  
Janice Innocenzi