

The September 20, 2023 meeting of the Community Center Building Committee convened at 4:03 p.m.

Present for the Committee: Ms. Stein, Mr. Tucker, Ms. Weinstein

Present for Staff: Mr. Genovese (left at 5:02 pm)

Other: Mr. David Stein, Architect with Silver Petrucelli

Public: Bettina Thiel, Woodbridge Town News

Review & Approval of Meeting Minutes 8/23/23

The minutes of the August 23, 2023 meeting were unanimously approved (Weinstein/Tucker).

Update on Site Survey Proposal from Cardinal Engineering

- Cost for scope of work will not exceed \$5K
- Can start next week with completion within 2-3 weeks
- Will then be able to include the survey findings in the bid documents for the project
- Approval granted to proceed with this proposal

Final Review of Construction Documents (Plans & Specifications)

- Any contractual arrangements must meet Division O requirements
- The following enhancements to the drawings were discussed:
 - Making the storage areas more efficient (ex: Woodbridge Center storage closet for tables)
 - Bathrooms – no touch and low flow options; consideration of waterless urinals
 - Dehumidification is a must to consider in the mechanicals. This is an old building that will have issues. Mini-splits do cool. Question of whether there should be electrical reheat; discussion to be held with engineers at Silver Petrucelli
 - Fresh air – 2nd floor will be an issue; use of ceiling fans will be necessary
 - Lights with dimming capabilities so can better set ambiance and needs for different parts of the large rooms
 - Convenience power needed along perimeters (patio, plus other areas) – against the wall of the building
 - Use of propane tank for heaters in planned pavilion – electric would use too much BTU
 - Pavilion to have solar panels which will have micro invertors – related to size of conduit needed to connect to main building
 - Knotwood aluminum is required material for the fencing (not an alternate); especially since the entrance design has changed, need nice material for the enclosure
 - Hanover pavers to be used in front of building and on patio (not an alternate)
 - Asphalt patio on side of building (exit from café and from exhibition room) can perhaps be removed by Public Works; so not necessary to include in the project at this time
 - Insulation of new bay doors was discussed

- Audiovisual (projectors/screens), security, phones, wifi, routers, required wiring, etc. will need to have separate budget (allowance in the owner's budget) and oversight since this is not included in the scope of the architect's work. Tony to decide how this will be structured.

Confirm Project Schedule

- Construction cannot begin until the Old Firehouse is empty of its contents; the timing is connected to the construction of a Firehouse Shed for storage of equipment and materials
- The following items were discussed:
 - Bids for pouring foundation
 - STEAP grant
 - Timeframe for Phase II of shed bidding process – should this be included with the Community & Cultural Center bidding process
 - Storing items that come in early (elevator, flooring, etc.)
- Need to have meeting with Sean Rowland to discuss these issues

NEXT SPECIAL MEETING IS TUESDAY, OCTOBER 3, 2023 @ 4:00 pm

Adjournment

The meeting adjourned at 5:25 p.m.

Respectfully submitted, Sandra Stein