



Oswegatchie Fire Station Building Committee Meeting

April 15, 2025

Meeting called to order at 6:30pm

Pledge of Allegiance

Members Present: Robert Tuneski, Jennifer Bracciale, Rocco Bracciale, Wayne Gilpin, Ted Olynciw, Richard Muckle, Guy Russo

Members Absent: Paul Rafuse, Matthew Blankenship

Guests: Steve Sinagra (Director Emergency Management), Steve Smith, Eric Cantar, David Stein, Bob Banning

MOTION by R. Muckle, second by J. Bracciale to move item 8 of the agenda to the first item.

FOR: Unanimous

1. Radio and Antennae Discussion:

S. Sinagra explained the new upcoming radio system. Tower sites will have all new equipment and will connect to the state's infrastructure through microwave antennae, and regular radio antennae for the Town radios. Each fire station has a mobile radio from which a cable will need to run from the radio to the antenna. Need to coordinate during the electrical phase to have a cable for the antenna brought through the building and speaker wires as well. S. Sinagra is unsure if the labor for running the cable is part of the radio project.

- a) A ground bus will need to be run to the radio or main service
- b) Antenna specs are needed from Motorola to prepare the blocking for mounting purposes.
- c) The front office will house the new radio and the antenna will need to be as close to this location as possible.
- d) The hope is to have a contract signed with Motorola by this summer.
- e) B. Banning indicated a speaker amplifier will be necessary to power numerous speakers.

2. Public Comment: None
3. Opening Remarks: Ted's recommendation to have an Old Business spreadsheet is being followed.
4. Approval of meeting minutes:

MOTION by T. Olynciw, second by R. Muckle to accept the 4/15/25 meeting minutes.

Ted read his email comments. S. Smith concurred with some of Ted's comments.

MOTION by T. Olynciw, second by R. Muckle to move the letter regarding Item I be added to tonight's minutes. (Attachment 1)

FOR: Unanimous

FOR: T. Olynciw, B. Tuneski, J. Bracciale, R. Bracciale, R. Muckle, W. Gilpin

ABSTAIN: G. Russo

5. Approval of Invoices:

MOTION by R. Muckle, second by J. Bracciale to pay The Day invoice of \$364.40.

FOR: Unanimous

6. Old Business:

S. Smith provided an update to the geotechnical over excavation costs. The following are rough estimates only:

- a) Clean soil to remove and dispose of, cost would be just under \$96,000
- b) Contaminated soil but can be put in an unlined landfill, cost \$172,000
- c) Contaminated soil needing to be put in a lined landfill, cost \$230,000

These numbers are part of the hard cost estimate.

T. Olynciw asked if more boring samples are needed. S. Smith stated a soil engineer should test the soil during the excavation rather than performing more borings. An allowance would be carried within the bid price.

S. Smith received a soft cost zip file from the Purchasing Agent in order to populate a budget spreadsheet. Will provide next meeting.

7. New Business:

- a) E. Cantar handed out packets of furniture with pricing included. D. Stein recommended budgeting \$75,000-\$100,000 for products and material that are essentially for firehouses
- b) Gym equipment is not part of the furniture. It is part of soft costs.
- c) J. Bracciale requests no fabric on chairs, swivel bar stools, etc.
- d) E. Cantar will explore desks and chairs for the bunkrooms

- e) B. Banning met with the subcommittee with Jeff Robillard, IT Director, in attendance. He stated there are Town standards relative to IT equipment, WiFi, the town wide phone system and a town wide standard security system for access control. Is this carried within the contractor budget or keep it separate from the contractor? S. Smith stated the infrastructure would be part of the package. Network switches, handsets and amplifier would be outside of the contractor package.
- f) A ground bus will be in the IT room to locally ground items and run back to the main.

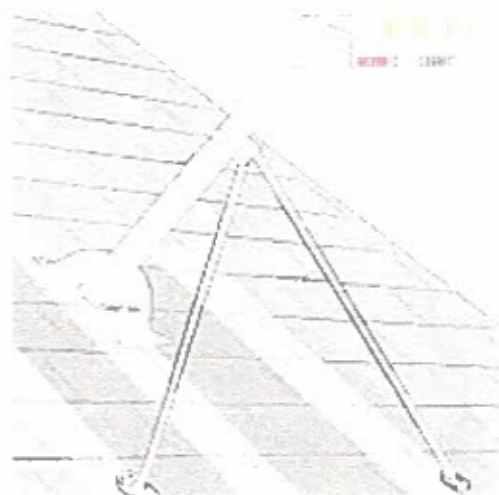
MOTION by R. Muckle and second by J. Bracciale to adjourn.

FOR: Unanimous

Meeting adjourned 7:42pm

Respectfully submitted by:

Linda Finnegan, Recording Secretary



April 13, 2025

To: All members

From: Ted Olynciw

RE: comments regarding the meeting minutes of April 1, 2025

1. Item i of the meeting minutes states, "Once a contractor is on board, they are responsible for filing a building permit. They will need go to P & Z and Conservation to confirm the set of plans going for permit is consistent with what was submitted to P & Z and Conservation".
 - a. I do not recall who stated this. Who stated this?
 - b. Part of this statement, as recorded, is incorrect. The incorrect portion is "They will need to go to P & Z and Conservation to confirm the set of plans going for permit is consistent with what was submitted to P & Z and Conservation". This is not true. The truth is that that General Contractor is handed a complete list of forms by the Departments by the Building Department which the GC has to complete before the Building Department will accept the application for a building permit.

The forms required to be completed by the GC are as follows:

- A. An application - "TOWN OF WATERFORD, CT - PLANNING AND DEVELOPMENT APPLICATION FOR ZONING COMPLIANCE AND BUILDING PERMIT"
- B. An application - "BUILDING PERMIT REQUIREMENTS FOR WORKER'S COMPENSATION"
- C. Obtain signatures on a form called "BUILDING DEPARTMENT SUBDIVISION AND COMMERCIAL PERMIT APPLICATION"
- D. See attached forms

**TOWN OF WATERFORD, CT – PLANNING AND DEVELOPMENT
APPLICATION FOR ZONING COMPLIANCE AND BUILDING PERMIT**

LOCATION INFORMATION:

Property Address _____ Unit # _____ Waterford _____ Quaker Hill _____
 Owner _____ Leasee _____ Cell # () _____
 Telephone # () _____
 Address _____
 Street _____ City/Town _____ State _____ Zip Code _____

CONTRACTOR/AGENT INFORMATION:

Contractor/Agent _____ Cell # () _____
 Telephone # () _____
 Address _____
 Street _____ City/Town _____ State _____ Zip Code _____
 Contractors License # _____ Expiration Date _____
 Workers Compensation insurance submitted? YES _____ Affidavit YES _____

PERMIT REQUEST:

Purpose of Permit _____

The owner of the above property guarantees that all the applicable requirements of the Town of Waterford, Zoning Regulations, CT Basic Building Code and the CT Public Health Code in so far as they apply to the design, erection and location of the building described in this application will be strictly complied with. And also authorizes the Planning & Zoning Commission, Building and Health Department and its staff to enter upon the property in question for the purpose of inspection and enforcement with regard to all of the above requirements.

Property Owner Signature _____ Date _____
 Printed Owner's Name _____ Email Address _____

Contractor/Agent _____ Date _____
 Printed Contractor/Agent Name _____ Email Address _____

I hereby certify that the proposed work is authorized by the owner in fee and I have been authorized by the owner to make this application as his authorized agent.

OFFICE USE ONLY		
Building Permit	T/C [] U/C []	Estimated Cost \$
#B - 1 -	P/S [] S/S []	
	City Water [] Well []	Fee \$
Zoning Compliance	Excavation Permit Yes [] No []	
Permit #Z-1	Ledge Light Health Yes [] No []	State Fee \$
	Fire Marshall	
Site Work	Police Department	C of O Fee \$50.00 \$100.00
Estimate \$	Other	
		Total \$
Fee \$	Applicant Notified:	



State of Connecticut
Workers' Compensation Commission

DIRECTIONS for FILING FORMS 7A, 7B and 7C

Rev. 3-17-2006

7A - 7B - 7C DIRECTIONS

Building Permit Requirements for Workers' Compensation

Section 31-286b of the Workers' Compensation Act requires anyone who requests a building permit to first submit "proof of workers' compensation coverage for all of the employees who are engaged to perform services on the site of the construction project for which the permit was issued."

The only exceptions to this law are the sole proprietor or property owner who will **not** be acting as general contractor or principal employer.

What to give to the Building Official to obtain a Building Permit:

1. The **General Contractor or Principal Employer** must provide a written certificate of workers' compensation insurance for all of the employees on their project. This certificate may **not** be for liability, disability or any other type of insurance.
2. The **Sole Proprietor or Property Owner** who will not act as a general contractor or principal employer is not required to have workers' compensation coverage. In order to obtain the building permit, a **FORM 7A** should be completed and given to the building official.
3. The **Sole Proprietor or Property Owner** who will act as a general contractor or a principal employer must provide a written certificate of workers' compensation insurance for all of the employees on their project and must file a **FORM 7B** with the building official — **OR** he will sign a sworn notarized affidavit on **FORM 7B**, stating that he will require proof of workers' compensation insurance for all those employed on the job site.
4. The **General Contractor or Principal Employer** who has properly **excluded** himself from coverage using the appropriate WCC form (see **NOTE** below) must file the **FORM 7C** with the building official. This form certifies that they have properly excluded themselves, and attests that they will require proof of workers' compensation insurance from every employee that works on the designated job site.

NOTE: The general contractor or principal employer may exclude himself from workers' compensation coverage by filing one of the following forms with the appropriate Workers' Compensation Commission district office:

Form 6B for employees who are Officers of a Corporation or Managers / Members of an LLC

Form 6B-1 for employees who are Members of a Partnership



State of Connecticut
Workers' Compensation Commission

Please TYPE or PRINT IN INK

Rev. 3-17-2006

7C

**Proof of Workers' Compensation Coverage when Applying
for a Building Permit for the General Contractor or Principal
Employer who has chosen to be EXCLUDED from Coverage**

APPLICANT FOR BUILDING PERMIT

Name of Applicant for Building Permit _____

Property located at _____

in the City / Town of **WATERFORD**

ATTEST

If you are the General Contractor or Principal Employer of a business doing work on the site of the construction project at the above-named property and you have properly excluded yourself from workers' compensation coverage by filing one of the appropriate forms listed below with the Workers' Compensation Commission, complete this form and, if applicable, sign the Affidavit below in the presence of a Notary Public or a Commissioner of the Superior Court.

FIRST — CHECK ONE (1) BOX:

I am: ☐ an Officer of a Corporation ☐ a Manager or Member of an LLC ☐ a Partner in a Business

THEN — CHECK ONE (1) BOX, provide the appropriate information, and sign the Affidavit below:

I have filed the following certificate with the Workers' Compensation Commission:

- ☐ Form 6B (for an Officer of a Corporation, a Manager of an LLC, or a Member of a Multiple-Member LLC)
☐ Form 6B-1 (for a Partner in a Business)

AFFIDAVIT

I hereby swear and attest that I will require proof of workers' compensation insurance for every contractor, subcontractor, or other worker before he or she does work on the site of the construction project at the above-named property in accordance with Section 31-286b of the Workers' Compensation Act.

Signature of GENERAL CONTRACTOR or PRINCIPAL EMPLOYER Applicant _____

Name of Business—if applicable _____

Federal Employer ID# (FEIN)—if applicable _____

Subscribed and sworn to before me this _____ day of _____, 200 _____

Signature of Notary Public / Commissioner of the Superior Court _____

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



PHONE 860-442-0553
www.waterfordct.org

BUILDING DEPARTMENT
SUBDIVISION AND COMMERCIAL PERMIT APPROVALS

APPROVALS REQUIRED BY AGENCIES AND SIGNED PRIOR TO ISSUANCE OF A BUILDING PERMIT

Telephone - 860.444.5826 - 860.444.5813

Fax - 860.444.5879

Name:	Telephone #	Cell #
Address:		
Type of Project:		

APPROVALS REQUIRED BY AGENCIES & SIGNED PRIOR TO ISSUANCE OF A BUILDING PERMIT

Required Agency	Agency	Approved	Date Approved	Signature
	Tax Collector, 860.444.5816 Town Hall, 15 Rope Ferry Road	Payment of Property & Personal Taxes		
	Utility Commission, 860.444.5886 1000 Hartford Turnpike	Watermain/Hydrants/Public Sewer, Payments & Assessment		
	Public Works, 860.444.5864 1000 Hartford Turnpike	Roads/Drainage/Driveway & Curb Cut Permits		
	D. G. P., 860.823.3220 171 Salem Turnpike, Norwich	Encroachment		
	Fire Marshal, 860.440.0544 204 Boston Post Road	Plan Review		
	Police Department, 860.442.9451 41 Avery Lane	Plan Review		
	Ledge Light Health District 860.443.4882, 216 Broad Street, New London	Kitchen Review, Septic System Design, Well Location		
	Planning & Zoning, 860.444.5813 Town Hall, 15 Rope Ferry Road	P&Z Approved Permit & Site Plan		
	Zoning Enforcement, 860.444.5813 Town Hall, 15 Rope Ferry Road	Zoning Compliance, Plan Review		
	Conservation, 860.444.5813 Town Hall, 15 Rope Ferry Road	Wetland/Water Quality Compliance		
	Building Department, 860.444.5826 Town Hall, 15 Rope Ferry Road	Plan Review, Issuance of Associated Permits		

Comments:

Waterford Oswegatchie Fire Station - Furniture Order of Magnitude

Town of Waterford

15-Apr-25

WORK CATEGORIES	QTY.	UNIT	UNIT \$	TOTAL	ALLOWANCE	TOTAL \$
DIV 12 - Furnishings						
MOTIVATE TABLE 24D X 36W	4	EA	\$ 750	\$ 3,000		\$ 3,000
MOTIVATE TABLE 24D X 60W	8	EA	\$ 800	\$ 6,400		\$ 6,400
MOTIVATE PRESENTATION CART	1	EA	\$ 1,350	\$ 1,350		\$ 1,350
GUEST NESTING FIXED ARM CHAIRS	20	EA	\$ 350	\$ 7,000		\$ 7,000
TORI - MESH BACK	3	EA	\$ 470	\$ 1,410		\$ 1,410
EXTENDED DESK UNIT	1	EA	\$ 4,014	\$ 4,014		\$ 4,014
L-DESK UNIT	1	EA	\$ 2,007	\$ 2,007		\$ 2,007
GANSETT ROCKER - STEEL FRAME	6	EA	\$ 500	\$ 3,000		\$ 3,000
77" ROUND MAX SEATING FOLDING TABLE	1	EA	\$ 1,420	\$ 1,420		\$ 1,420
24" STOOLS - ARMLESS	2	EA	\$ 210	\$ 420		\$ 420
ARRANGE CAFÉ HEIGHT TABLE 30D X 72W X 36H	1	EA	\$ 765	\$ 765		\$ 765
RELAX RECLINER	6	EA	\$ 1,300	\$ 7,800		\$ 7,800
TAILOR-MADE COFFEE TABLE GLOSS	1	EA	\$ 535	\$ 535		\$ 535
TAILOR-MADE END TABLE - 24X24X22	2	EA	\$ 390	\$ 780		\$ 780
BUNK ROOM SET (BEDS, BED FRAMES, WARDROBE UNITS, ETC.)	9	EA	\$ 2,705	\$ 24,345		\$ 24,345
SUBTOTAL =						\$ 64,246
ESCALATION					7.0%	\$ 4,497
INSTALLATION						\$ 5,500
TOTAL						\$ 74,243

SILVER PETRUCELLI + ASSOCIATES



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