Town of Waterford

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886

PHONE: 860-442-0553
www.waterfordct.org

AGENDA

OSWEGATCHIE FIRE STATION BUILDING COMMITTEE

September 3, 2026

POLICE DEPARTMENT

6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Opening Remarks
5. Review and Approve August 20th Meeting Minutes
6. Invoice Payments
   - Silver Petrucell & Associates, Inv. #26-930 for $5,280.00 for professional services through 7/31/26.
   - US Digital Designs, Inv. #5273706712 for $4,500.00 for Notifier New Construction Project Management for Oswegatchie Station
   - US Digital Designs, Inv. #5273706709 for $4,225.30 for Honeywell Fire Systems Gateway Project and Honeywell Fire Systems Station Project Management.
7. Old Business
8. Current Business
   - Construction status

9. New Business
    - Chief Ferland discussion on the traffic light.

10. Correspondence
    - Email from S. Driscoll regarding meeting minutes.

11. Confirm Next Meeting Date and Objective
    September 17, 2026 at 6:30pm

12. *Adjournment*

SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Waterford
Linda Finnegan
15 Rope Ferry Road
Waterford, CT 06385-2886

Invoice number 26-930
Date 08/01/2026

Project **23.352 Waterford - Oswegatchie Fire Station**

Professional services through July 31, 2026.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	66,200.00	100.00	66,200.00	66,200.00	0.00
Design Development	110,344.00	100.00	110,344.00	110,344.00	0.00
G802#1 Construction Document Phase	286,000.00	100.00	286,000.00	286,000.00	0.00
Bid Phase	22,000.00	100.00	22,000.00	22,000.00	0.00
Construction Administration	132,000.00	12.00	15,840.00	10,560.00	5,280.00
Allowances - Traffic Engineering PO 250608	42,500.00	33.12	14,077.00	14,077.00	0.00
Allowances - Geotechnical Borings	35,000.00	35.71	12,500.00	12,500.00	0.00
Allowances - Hazardous Material Testing	25,000.00	0.00	0.00	0.00	0.00
Allowances - Boundary Survey & Wetland Delineation	15,000.00	100.00	15,000.00	15,000.00	0.00
Allowances - High Performance Buildings	25,000.00	0.00	0.00	0.00	0.00
G802#3 Add. Engineering Services	3,250.00	100.00	3,250.00	3,250.00	0.00
Total	762,294.00	71.52	545,211.00	539,931.00	5,280.00

Invoice total **5,280.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	66,200.00	66,200.00	66,200.00	0.00
Design Development	110,344.00	110,344.00	110,344.00	0.00
G802#1 Construction Document Phase	286,000.00	286,000.00	286,000.00	0.00
Bid Phase	22,000.00	22,000.00	22,000.00	0.00
Construction Administration	132,000.00	15,840.00	10,560.00	5,280.00
Allowances - Traffic Engineering PO 250608	42,500.00	14,077.00	14,077.00	0.00
Allowances - Geotechnical Borings	35,000.00	12,500.00	12,500.00	0.00
Allowances - Hazardous Material Testing	25,000.00	0.00	0.00	0.00
Allowances - Boundary Survey & Wetland Delineation	15,000.00	15,000.00	15,000.00	0.00
Allowances - High Performance Buildings	25,000.00	0.00	0.00	0.00
G802#3 Add. Engineering Services	3,250.00	3,250.00	3,250.00	0.00
Fire Protection Design	0.00	400.00	400.00	0.00
Total	762,294.00	545,611.00	540,331.00	5,280.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
26-930	08/01/2026	5,280.00	5,280.00				
	Total	5,280.00	5,280.00	0.00	0.00	0.00	0.00

Approved by:

David J. Stein
Project Manager

Remit Address - 3190 Whitney Ave. Bldg 2, Hamden,CT 06518

RECEIVED
AUG 21 2026
PUBLIC WORKS

US DIGITAL DESIGNS by Honeywell

INVOICE 5273706712

ORIGINAL

Invoice Date:	08/22/2026
Invoice Due Date:	09/21/2026
Purchase Order No:	270097

US Digital Designs
Suite 110 1150 W Grove Parkway
Tempe AZ 85283
United States

Bill to: **2373269**
Waterford Fire Services
204 Boston post Rd
Waterford CT 06385
United States

Sold to: **2373269**
Town of Waterford
15 Rope Ferry Rd
Waterford CT 06385-2886
United States

Order Information:

Sales Order No:	265733799
Payment Terms:	Net 30 Days After Invoice Date
Incoterms:	FOB Origin
Sales Office:	5225 US HSF USDD
Project No:	USB-033820

Ship to: **2373393**
Waterford Fire Services
Attn: Christopher Haley
204 Boston post Rd
Waterford CT 06385
United States

ITEM NO.	REFERENCE NO.	QTY	UOM	UNIT PRICE	EXT. PRICE
000300	Notifier New Construction Project Management OSWEGATCHIE STATION	1	EA	4,500.00	4,500.00

Total Before TAX	4,500.00	USD
Total Amount Due	4,500.00	USD

Remit to:

By Check:	Honeywell Intl. Fire/Video/Access 98534 Collections Center Drive Chicago IL 60693-8389	By Wire/ACH:	
Account Name:	Honeywell Intl. Inc - Fire/Video/Access	ACH Bank Key:	071923284
Account No: 8765060826	Swift Code: BOFAUS3N	Wire Bank Key:	026009593
Registered No:	TAX Reg. No:	Federal ID #: 22-2640650	Duns #: 79-909-7386
Registered Address:	Honeywell International Inc, 12 Clintonville Road, Northford, CT, 06472, United States		
Credit Analyst:	Juliana Silva	Sales Rep: Roy Rich 240-653-6416	
Customer Care Rep:	For questions contact Customer 877-551-USDD		

All claims must be made within 10 days from receipt of shipment. Goods not subject to return without authorization. Return material must have transportation charges prepaid and will be accepted for replacement, repair or exchange only. There are no cash discounts allowed on freight or repairs.
Remittance Email: HoneywellAmericasRemits@Honeywell.com

TERMS AND CONDITIONS

Unless otherwise agreed in writing by the parties' authorized representatives, all sales of products and/or services in this document shall be governed solely by the applicable Honeywell Terms and Conditions in effect at the time Buyer's Purchase Order is accepted by Honeywell, a copy of which can be found at https://hwll.co/HBTLegal. Honeywell's acknowledgment of receipt of Buyer's Purchase Order shall not constitute acceptance. By continuing with this transaction, Buyers agree to those Honeywell Terms and Conditions. Honeywell expressly limits its acceptance, fulfillment and performance of this transaction to the terms included in the Honeywell Terms and Conditions and expressly rejects any different, conflicting or additional terms in the Purchase Order or any other Buyer's documents. This transaction shall be governed by the Honeywell Terms and Conditions of the country or region of the Honeywell entity listed on this document. Honeywell's acceptance of Buyer's Purchase Order is expressly conditioned upon Buyer's acceptance of the Honeywell Terms and Conditions contained herein or included in the afore-mentioned link in their entirety. Buyer's acceptance of delivery of products and/or services from Honeywell constitutes Buyer's acceptance of Honeywell Terms and Conditions in their entirety.
Remittance Email: HoneywellAmericasRemits@Honeywell.com

US DIGITAL DESIGNS by Honeywell

INVOICE 5273706709

ORIGINAL

Invoice Date:	08/22/2026
Invoice Due Date:	09/21/2026
Purchase Order No:	270097

US Digital Designs
Suite 110 1150 W Grove Parkway
Tempe AZ 85283
United States

Bill to: 2373269
Waterford Fire Services
204 Boston post Rd
Waterford CT 06385
United States

Sold to: 2373269
Town of Waterford
15 Rope Ferry Rd
Waterford CT 06385-2886
United States

Order Information:

Sales Order No:	265733799
Payment Terms:	Net 30 Days After Invoice Date
Incoterms:	FOB Origin
Sales Office:	5225 US HSF USDD
Project No:	USB-033820

Ship to: 2373393
Waterford Fire Services
Attn: Christopher Haley
204 Boston post Rd
Waterford CT 06385
United States

ITEM NO.	REFERENCE NO.	QTY	UOM	UNIT PRICE	EXT. PRICE
000090	Honeywell Fire Systems Gateway Project Management	1	EA	3,482.80	3,482.80
000280	Honeywell Fire Systems Station Project Management OSWEGATCHIE STATION	1	EA	742.50	742.50

Total Before TAX	4,225.30 USD
Total Amount Due	4,225.30 USD

Remit to:

By Check:	Honeywell Intl. Fire/Video/Access 98534 Collections Center Drive Chicago IL 60693-8389			By Wire/ACH:	
Account Name:	Honeywell Intl. Inc - Fire/Video/Access			ACH Bank Key:	071923284
Account No:	8765060826	Swift Code:	BOFAUS3N	Wire Bank Key:	026009593
Registered No:		TAX Reg. No:	Federal ID #: 22-2640650	Duns #:	79-909-7386
Registered Address:	Honeywell International Inc, 12 Clintonville Road, Northford, CT, 06472, United States				
Credit Analyst:	Juliana Silva			Sales Rep: Roy Rich 240-653-6416	
Customer Care Rep:	For questions contact Customer 877-551-USDD				

All claims must be made within 10 days from receipt of shipment. Goods not subject to return without authorization. Return material must have transportation charges prepaid and will be accepted for replacement, repair or exchange only. There are no cash discounts allowed on freight or repairs.
Remittance Email: HoneywellAmericasRemits@Honeywell.com

US DIGITAL DESIGNS
by Honeywell

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Remittance Email: HoneywellAmericasRemits@Honeywell.com

From: susan driscoll <susan_driscoll@sbcglobal.net>
Date: August 30, 2026 at 12:37:20 PM EDT
To: j_robert_tuneski@sbcglobal.net
Subject: problem with Aug 20 minutes posted for OSW BC

https://www.waterfordct.gov/AgendaCenter/ViewFile/Minutes/_08202026-2533

pdfs of Aug 6 and Aug 20 minutes attached....because my first thought was that I was "misremembering" the meeting (was a busy week) so I checked both to compare

Starting about halfway down pg 3 [Ursula Moreshead introduced...] this version is a repeat of the Aug 6 minutes rather than a recounting of the Aug 20 discussion on letter/subcommittee etc.

Since everyone saves time/typing/formatting by using previous Minutes as template, expect it's simple oversight or Save As/Replace glitch and hoping you can delicately ask Maryellen to remove currently posted version and replace with amended version that covers Kepple's remarks. (and possibly the traffic light/appeal to DoT discussion? think that was on Aug 20 as well, but could be wrong)

tbh, know procedures for amending minutes during the committee's approval motion--and FOI requirement that a new version labelled Amended, with notes explaining changes, be created and posted. (and in this case, would take up a lot of time during the meeting to specify all the new copy. and don't want to cause stress for Maryellen)

But don't know if...when an error is discovered after posting but before approval....we're allowed to just remove the old and post new. that would be a Kristi/Nick question*

*to save time and legal fees, they could call/email FOIC Director of Education/Communication Russell Blair (860-566-5682; russell.blair@ct.gov. he's a godsend when it comes to practical advice/interpretation