

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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Oswegatchie Fire Station Building Committee
Special Zoom Meeting
September 24, 2026

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WATERFORD, CT
2026 SEP 28 | P 2:18
ATTEST: *[Signature]*
TOWN CLERK

Pledge of Allegiance

Meeting called to order at 6:38 pm.

Members Present:

Robert Tuneski, Ursula Moreshead, Richard Muckle (6:41pm), Wayne Gilpin, Kathleen Elbaum, Rocco Barcciale

Members Absent:

Timothy Sullivan, Paul Rafuse

Guests:

Steve Smith, Eric Cantar, Chris Haley, Director Fire Services, Shea Davey, Purchasing Agent

Public Comment:

None.

Opening Remarks:

None.

Review and Approve Minutes:

Motion: by Kathleen Elbaum and Ursula Moreshead to approve the revised minutes of August 20, 2026.

For: Unanimous.

Motion: by Kathleen Elbaum and Ursula Moreshead to approve the minutes of the September 3, 2026.

For: Unanimous

Invoice Payments:

Motion: by Rocco Barcciale and Rich Muckle to approve the Application for Payment #3 in the amount of \$341,441.72 from A. Secondino & Sons, Inc.

Steve Smith – this is his monthly invoicing for site work, foundation work. This was for the month of August. Eric has reviewed this and signed off on this.

For: Unanimous

Motion: by Rich Muckle and Ursula Moreshead to approve US Digital Designs, Inv. #5273706712 for \$4,500.00 for the Notifier New Construction Project Management for Oswegatchie Station.

Steve Smith – both invoices are for the new alert system for the facility. I spoke with them to understand the scope of work and I received the proposal from Shea Davy to help spell things out. Chris Haley has already received equipment for them. As they prepare equipment they ship it out, that also has project management time in there as well. These are in line with their proposal to date.

For: Unanimous

Motion: by Ursula Moreshead and Kathleen Elbaum to approve US Digital Design Inv. #5273706709 for \$4,225.30 for Honeywell Fire Systems Gateway Project and Honeywell Fire Systems Station Project Management.

For: Unanimous.

Motion: by Ursula Moreshead and Rocco Barcciale to approve Downes Construction Inv. #019 for \$161,193.00 for Preconstruction, Construction and Reimbursables.

Steve Smith – this is just our regular monthly billing. The second page shows you what it is per month for the remainder of the project. We are following that schedule and it covers my schedule. I will bring Eric Fontain to a meeting, he is our superintendent that visits the job site two to three times a week and keeps an eye on Secondino pretty well and I stop by once a week as well.

For: Unanimous.

Motion: by Rocco Barcciale and Ursula Moreshead to approve Nick Kepple Law, LLC, Inv. #449 for \$840.00 for legal services for the Oswegatchie Building Committee.

For: Unanimous.

Motion: by Rocco Barcciale and Ursula Moreshead to approve S&P Global Inv. #INV-429669 for \$750.00 which supersedes Inv. #INV-428972 for printing bond documents.

For: Unanimous.

Motion: by Ursula Moreshead and Kathleen Elbaum to approve Silver Petrucelli and Associates Inv. #26-1044 for \$3,960.00 for Professional Services through August 31, 2026.

Eric Cantar – this is furthering our construction administration obligation to the project. Us monitoring/revising submittals and answering any questions or issues that come up in the field.

For: Unanimous

Motion: Special Testing Laboratories, Inc. Inv. #40439 for \$5,068.00 for inspections.

Steve Smith – that is for the material testing inspections on site, like concrete testing, soil testing, compaction testing that kind of stuff. We did put that out to bid and they won the award, now they are executing the work as Secondino progress through the job.

For: Unanimous

Current Business:

Change Order Action/Review

- Request for Additional Funds for Phase III Soil Investigation/Soil Management Plan from Barton and Loguidice for \$7,500.00.

Steve Smith – this is Barton and Loguidice they did the Phase II for hazardous soils and are preparing a soil management plan for those hazardous soil areas that are in Phase II of the project, they are around the existing building. Those soils had to be tested, then a plan is put together to remove them. They are asking for additional funds because the state agencies changed some of the rules in March for this type of work. They need to get up to speed with the state and do some additional work. They originally sent the request in for the \$7,500 as a one line item, I put a summary together of those findings. My recommendation to go ahead and increase their purchase order by \$7,500 for the work.

Motion: by Rich Muckle and Rocco Barcciale to increase the purchase order for Barton and Loguidice by \$7,500.00 as recommended by Downes.

For: Unanimous.

- General Contractor Proposed Change Request #1R for \$1,207.11

Steve Smith – during the submittal process the designers had specified all the materials on the project. The contractor needs to put a submittal package together for each and every one of them. This provides the architect a chance to look at what the contractor proposes to use to meet the specification, then Eric and his team looks at it and either approves or rejects it or makes comments. This particular one was the doors and frames for the building. There was one particular door and firewall that the design team felt should be increased in its rating for the opening. It happens to be the door opening from the administrative side of the building over to the apparatus bay. The difference from what the contractor owed originally to what is now required is the difference of \$1,207.11. The contractor submitted the change request, we

got more backup so if anyone is looking at this in an audit, there is a trail of what took place and how we got to those numbers.

Motion: by Rocco Barcciale and Kathleen Elbaum to approve the change request in the amount of \$1,207.11 from A. Secondino and Son

For: Unanimous

New Business:

Bob Tuneski – what are peoples comfort level with Zoom and possibly alternating meetings. We would do an in person meeting and then a Zoom meeting? From a convenience perspective do you have desire for which way you want to proceed?

Ursula Moreshead and Kathleen Elbaum – can do either way.

Rich Muckle – would prefer all in person meetings.

Rocco Barcciale – would it be possible to do in person meetings and also have a Zoom link for those who can't make it?

Bob Tuneski – Maryellen, do we have a laptop that we can bring to these meetings or we can do it as a telecom. Is that feasible?

Maryellen McConnell – I am not sure if there is a laptop available, I could bring my own laptop. I would have to talk to Dave Campo, Town Clerk, regarding this if it would be feasible to do something like this or he may have something set up already like that. I will check with him.

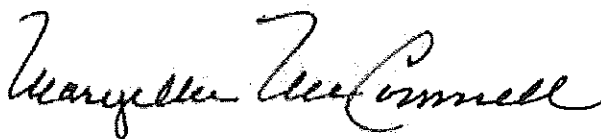
Confirm Next Meeting and Objective:

The next meeting will be held on Thursday, October 1, 2026 at 6:30pm at the Police Station. What I would like to do on Monday is take a read and see what is going on with invoices and anything that needs to be discussed. If there is no new business or anything that requires a meeting, I am inclined to cancel next week's meeting.

Motion: to adjourn by Rich Muckle and Rocco Barcciale.

For: Unanimous

Meeting adjourned at 7:04pm

A handwritten signature in black ink that reads "Maryellen McConnell". The signature is written in a cursive, flowing style.

Respectfully submitted by:

Maryellen McConnell, Recording Secretary