



Oswegatchie Fire Station Building Committee Meeting
Minutes
August 1, 2023

Meeting called to order at 6:33pm by Chairman Robert Tuneski

Pledge of Allegiance

Members Present: Robert Tuneski, Rocco Bracciale, Richard Muckle, Wayne Gilpin, Ted Olynciw, Beth Sabilia

Members Not Present: Matthew Blankenship, Michael Rocchetti

Guests: Twig Holland, Attorney Nick Kepple, Director Michael Howley, Jonathan Mullen

Public Comment: None

Remarks: Committee needs to start digging into the general needs assessment and start the process of capturing inputs.

Motion to approve minutes of July 18, 2023 – Wayne Gilpin

Second – Rick Muckle

Voting – Unanimous

Ted Olynciw provided handouts of his Revised Oswegatchie Firehouse Questionnaire. (Attachment 1)

Bob Tuneski introduced Planning Director Jonathan Mullen. Director Mullen provided the following growth information.

- Director Mullen distributed Population Projection handouts. (Attachment 2)
- The 2010 census had to be relied on longer due to COVID delays of the 2020 census. The projected numbers are based on this census and the American Community Survey.
- Census projects the population of 2040 in Waterford will decline 15%. Current population is 19,554. Within the next 20 years it is projected to drop to approximately 15,997. Age 65+ will increase. Planning Conservation & Development demographics section. Numbers projected in 2016 out to 2040 were not holding true in 2020. Population was at 700 more people than what 2016 projected.

- Developmental hopes are the Mago Point area, Crystal Mall, Airport property and the Frontage Roads

Ted mentioned looking at residential development impact, specifically – Cross Road, Boston Post Road, and I-95.

Twig provided an update on the RFP

- The RFP as ready to go.
- Dates need to be confirmed to make sure committee members are able to make the meetings.
- Twig clarified the reason it is not necessary to have all needs assessments prior to sending out the RFP.
- Twig received Ted's comments for her review. Items will be included in the RFP if she deems appropriate.

Attorney Kepple updated the status of the Oswegatchie ownership transfer agreement.

- The Oswegatchie Company is requesting a lease be drawn up to define how their needs will be taken care of.
- Attorney McNamara, the company's legal advisor, believes a lease is the way to define what their use will consist of.
- Attorney Kepple suggested it would take 30-45 days to develop a lease.

Bob Tuneski suggested continuing with meetings during the development of the lease and then go forward with the RFP.

Bob suggested a sub-committee be formed to create a Design History Notebook, pulling together the bigger items for the RFP. This notebook would memorialize what the committee is doing and why.

Director Howley expressed concern with having a community room in the firehouse. Discussion ensued regarding public access to firehouses in this day and age.

Public input is still important.

The issuance of the RFP will be suspended until there is an agreement between the Town and Oswegatchie Company.

New Business:

Ted requested a Phase I Study be initiated.

Motion to have the Purchasing Agent solicit bids for a Phase I Study – Beth Sabilia

Second – Rick Muckle

Voting – Unanimous

Motion to adjourn – Rick Muckle
Second – Wayne Gilpin

Meeting adjourned at 8:20pm

Respectfully submitted by:
Linda Finnegan, Recording Secretary

OSWEGATCHIE FIRE HOUSE
QUESTIONER

JULY 7, 2023
REVISED JULY 21, 2023

INCLUDES ALL DATA COLLECTED TO DATE BY THE COMMITTEE

	A	B	C	D	E	F	G
1	QUESTIONS	YES	NO	MAYBE	NEED	WANT	REMARKS
2							
3	1 STORY						
4	2 STORY						
5	FLAT ROOF						
6	PITCHED ROOF						
7	HEATING FUEL - OIL						
8	HEATING FUEL - PROPANE						
9	MASONRY & STEEL STRUCTURE						
10	PRE-ENGINEERED STRUCTURE						
11	GREEN HOUSE DESIGN						
12	USING THE BUILDING AS AN EMERGENCY SHELTER						
13	BOAT STORAGE - INSIDE THE FIRE HOUSE						
14	BOAT STORAGE - OUTSIDE IN A SHED OR BARN						
15	NUMBER OF THRU BAYS-3						
16	NUMBER OF THRU BAYS-4						
17	NUMBER OF THRU BAYS-5						
18	SOLAR PANELS						
19	GEAR STORAGE ROOM						
20	DECON SHOWER						
21	GEAR WASHER -1						
22	GEAR WASHER -2						
23	HEATED APRON						
24	FIRE SPRINKLER SYSTEM						
25	HEATED CONCRETE FLOOR IN TRUCK BAYS						
26	A/C FOR THE TRUCK BAYS						
27	POSITIVE PRESSURE IN DAYROOM TO PREVENT						
28	CONTAMINATION FROM GEAR ROOM						
29	BURIED FUEL TANK FOR VEHICLES						
30	PRIVATE BUNK ROOMS						
31	COMMON BUNK ROOM						
32	SOUNDPROOF BUNK ROOMS						
33	LOCKER ROOMS FOR WOMEN & MEN WITH BATHROOM						

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	A	B	C	D	E	F	G
	SHOWERS & LOCKERS	YES	NO	MAYBE	NEED	WANT	REMARKS
34	JANITOR CLOSET						
35	FILE STORAGE ROOM						
36							
37							
38	PHASE 1 ENVIRONMENTAL STUDY						
39	PRE-DEMOLITION INSPECTION REPORT OF EXISTING						
40	SOIL BORINGS						
41	ENTRY DOOR FOR THE PUBLIC- ACCESS TO HALL						
42	SEPARATE MECHANICAL ROOM						
43	SEPARATE SPRINKLER ROOM						
44	COMBINE MECHANICAL AND SPRINKLER ROOM INTO ONE						
45	OUTDOOR EQUIPMENT STORAGE- INSIDE						
46	OUTDOOR EQUIPMENT STORAGE- OUTSIDE IN SHED						
47	DISPATCHER						
48	DRYING TOWER FOR HOSES						
49	OPERABLE PARTITION IN TRAINING ROOM						
50	FLOOR DRAIN IN TRUCK BAY- NEED OIL SEPERATOR						
51	WATERPROOF WALLS IN TRUCK BAY FOR WASHING EQP.						
52	CONSIDER MASONRY WALLS						
53	WINDOWS - ALUMINUM						
54	ENTRY DOORS- STOREFRONT						
55	KEY PAD ENTRY - ALL EXTERIOR DOORS						
56	FOB ENTRY PAD						
57	VESTIBULE AT MAIN ENTRY						
58	EQUIPMENT IN TRUCK BAY- EXHAUST, COMPRESSOR						
59	WASHING EQUIP.						
60	INTERIOR DOORS - HOLLOW METAL DOORS & FRAMES						
61	EMERGENCY LOCKDOWN						
62	MORE NATURAL LIGHTING						
63	SKYLIGHTS IN BAYS						
64	HYDROGEN OR ELECTRIC POWERED VEHICLES						
65	CHIEF'S OFFICE						
66	ITEMS TO CONSIDER/ INFORMATION/COMMENTS						

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67	1. If we are going to have a gathering room and use it for an emergency shelter or event gathering place we						have to determine the max
68	number of persons we would allow at any one time.						
69	2. Would it make sense to enlarge the training room to accommodate item 1 above on the 1st floor						
70	3. The parking spaces required is based not on the use of the building or the square footage of the						building but only on the seating
71	capacity which is 1 parking spot per 3 seats.						
72	3. It is much more economical to build a 2 story building than a one story building						
73	4. Aesthetics has to be considered. What does the surrounding building look like. Would a flat roof						building be more pleasing than
74	a pitched roof building.						
75	5. A Phase I environmental survey is necessary if the Town is going to own the property.						
76	6. Will need to submit our site plan as soon as we have determined the footprint of the building. Need Conservation and Planning &						
77	Zoning approval which could take 2-3 months.	Meeting with the Town Planner is required before submitting to P & Z.					
78	7. Soil borings are required in order to design the foundation						
79	8. Has the old septic tank been filled in?						
80	9. If we are thinking about a real large hall we could provide this on the 2nd floor but would need an elevator.						
81	10. The present proposed site plan show 74 parking spaces which allows seating for 222.						
82	11. WE NEED 2 WATER LINES, ONE FOR DOMESTIC & ONE FOR THE FIRE SPRINKLER SYSTEM						
83	12. WE OBVIOUSLY NEED THE FOLLOWING ROOMS BUT THE QUESTION IN THE SIZE OF EACH ROOM						
84	KITCHEN						
85	DAY ROOM- SEAT 8 AT A TABLE & 9 IN FRONT OF TV						
86	DECON ROOM						
87	CHIEF'S ROOM- TABLE & SEATING FOR 8 PLUS DESK A						
88	4 TALL FILING CABINETS						
89	FILE STORAGE						
90	TRAINING ROOM - SEATING FOR 40-50						
91	GEAR ROOM - MIN. OF 25 LOCKERS						
92	LAUNDRY ROOM- 2 EACH						
93	ADDITIONAL STORAGE SPACE						
94	STORAGE FOR PAPER GOODS, CLEANING SUPPLIES						
95	HOSE & SCUBA STORAGE						
96	13. BAY DOOR - WIDTH & HEIGHT - 14' X 14' ?						
97	14. GENERATOR- LOCATED OUTSIDE						
98	15. GENERATOR - LOCATED OUTSIDE						
99	15. NUMBER OF HVAC ZONES						

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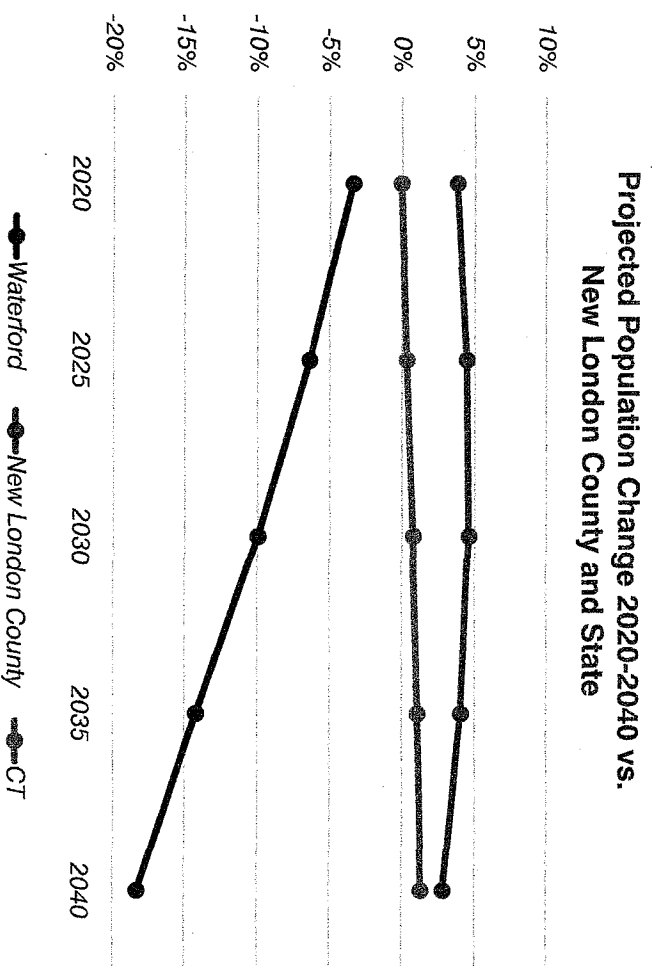
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	A	B	C	D	E	F	G
1001 16. HOW MANY BATHROOMS - PRESENT PLAN SHOWS 5							

Population Projections

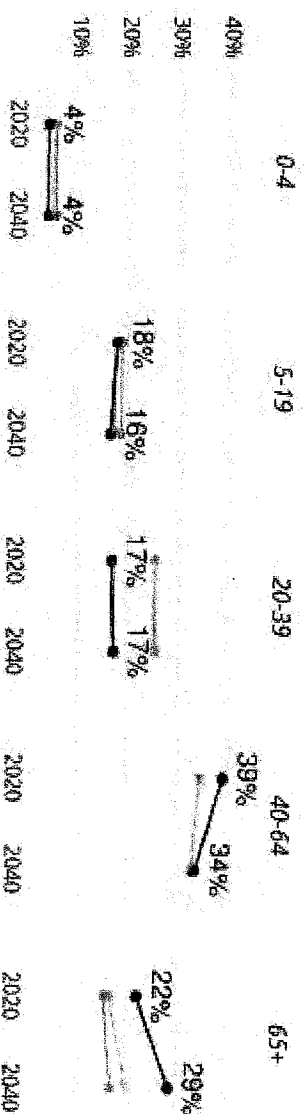
- Watford's population change is expected to decline through 2040
- Note: 2020 actual population was nearly 700 higher than the projection population for 2020, New London County's was 10,200 lower than projected!



Source: CT DECD, 2016 projections

Population Projections

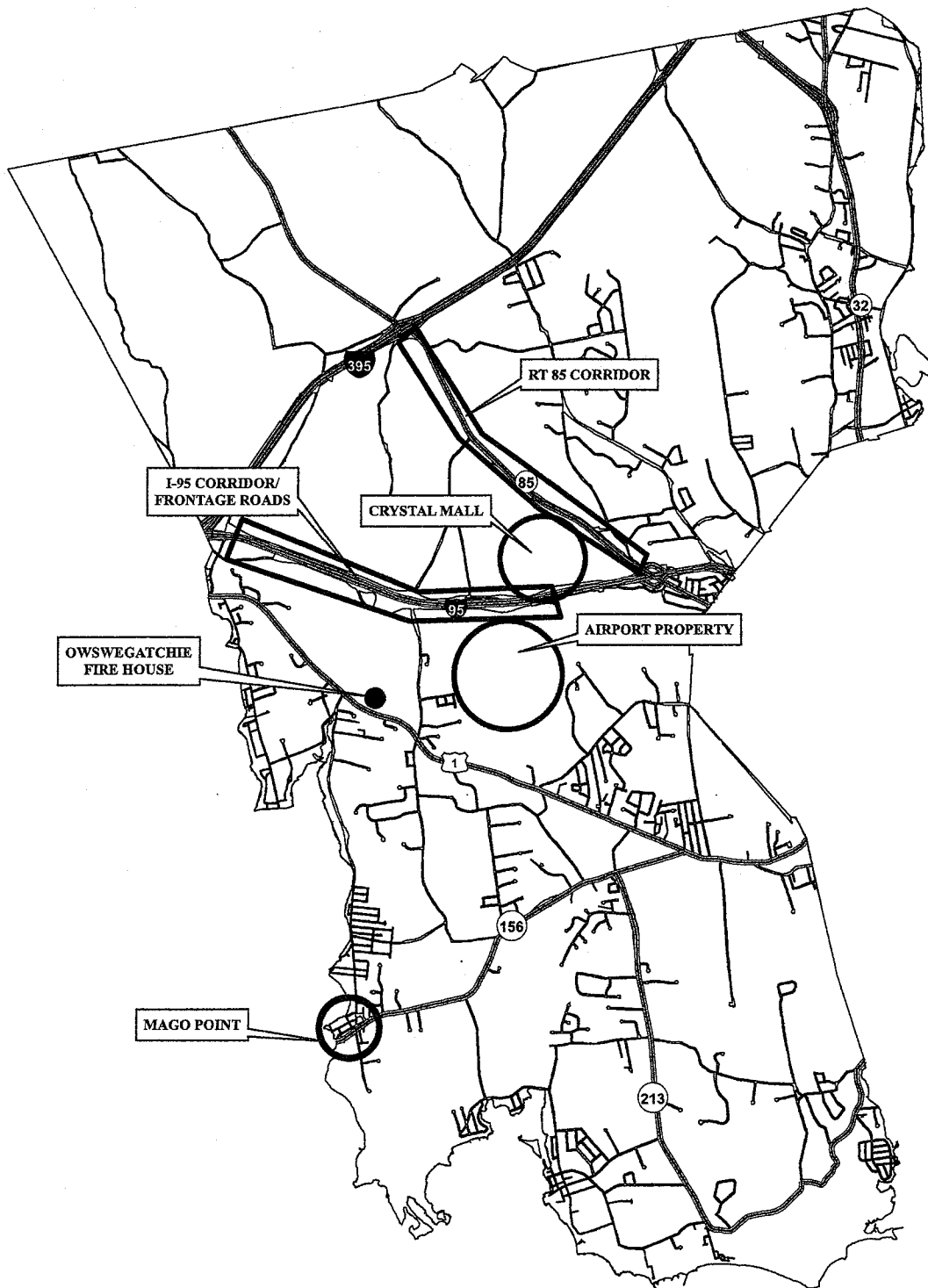
- Waterford's population is projected to shrink 15% in the next 20 years to approximately 15,997
- People age 65+ are projected to grow the most in the next 20 years



• Waterford • New London County • Connecticut

Source: Connecticut Data Center

PLAN
WATERFORD



TOWN OF WATERFORD

