

Norfolk Firehouse Building Committee
June 18, 2026
Monthly Meeting Minutes



Meeting was held at the Norfolk Town Hall

Chairman Barry Roseman called the meeting to order at 6:04pm

Committee members in attendance: Barry Roseman, Ron Zanobi, Henry Tirrell, Jeff Torrant
Susan MacEachron, Matthew Ludwig, Tony Kiser

Also in attendance in person: Paul Padua, Brian Grant - Executive Vice President Newfield Construction,
Rich Breitenbach - Project Manager Newfield Construction

Via Zoom: James Nall, Kathryn Boughton

Secretary's Report: M/S/P Tony/Susan to accept the Minutes of May 21, 2026. Approved unanimously.

Chairman's Report:

- Unfortunately, when performance plumbing went under, their work was in the critical path. While we were able to move some things around resulting with the steel going in a bit ahead of schedule, the project timeline has been set back roughly 4-6 weeks. Rich will talk about the schedule and where we can make up some of that time.
- In theory all additional indirect costs associated with the delays should be covered by the bonding company (which is Traveler's) but to date they have not been overly cooperative and forthcoming. I have asked Brian Grant to give the committee an update of the situation with Travelers and their commitment to the project and to also discuss the potential issue we might have with the roofing contractor (Young Developers).
- As I reported last month, Vision Electric threw in the towel with regard to obtaining a performance bond, so the project will have a sub-contractor without a bond. Not an ideal situation as we now are experiencing the implications, however to date, Vision has been performing extremely well. We are waiting for a complete historical write up from Newfield on the situation from the beginning of the project in case we run into a problem down the road. On a positive note we received a credit for \$30,000 which was the projected cost of Vision's bond.
- Newfield continues to work on pricing on PCO-003 which is related to the winter delay. The ballpark estimate remains \$175k.
- Henry reported that we received State's reimbursement of the \$858,000 that was billed last month.
- AKC approved another \$50,000 for the project bringing their total contribution to \$100,000.

Progress Report: Rich Breitenbach

- Brian Grant from Newfield Construction has received approval from Travelers to proceed with identifying a replacement plumbing contractor. Newfield will be going to the market to solicit responses, with proposals due by July 1. He also noted that Newfield is reaching out to the bonding company regarding the roofing contractor issue and is attempting to proactively address and resolve that matter.
- Encon is finishing the remaining sub-slab work and is currently completing the vapor barrier and rigid insulation installation. Once these activities are complete, the radiant heat system installation will begin and is expected to take up to two weeks to finish.

- The contractor has been on site over the past several weeks completing underground utility and structural work, allowing the project to continue progressing forward.
- We are currently targeting a slab pour shortly after the Fourth of July holiday. The slab placement is anticipated to be completed in a single-day pour. Following the slab pour and required curing period, masonry wall construction is expected to begin during the third week of July, with truss installation to follow thereafter.
- There is a significant push to complete the slab pour as scheduled to maintain overall project momentum and allow adequate curing time. Because the steel erection was completed prior to the slab pour, the project was able to recover some schedule time that had been impacted by earlier plumbing contractor issues.

Construction Sub-Committee report - Zanobi/Tarrant/Ludwig:

- Progress continues to be closely monitored. Required inspections have been occurring as scheduled, and coordination with the substitute building inspector has been working well. The inspector has been arriving in the afternoons to review and sign off on completed work, helping to maintain the project's schedule and keep construction activities moving forward without significant delays.

Open Issues:

- **M/S/P** Barry/Susan 6:47pm to enter executive session to discuss the letter to Newfield Construction.
- **M/S/P** Barry/Susan at 6:52pm to exit the Executive Session. No action was taken.

Next Meeting:

Thursday, July 16, 2026 - 6:00pm, Norfolk Town Hall

There being no further business, **M/S/P** Barry/Jeff to adjourn at 7:05pm



Matthew Ludwig

Committee Secretary