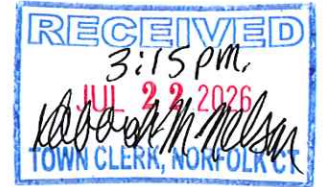


Norfolk Firehouse Building Committee
July 16, 2026
Monthly Meeting Minutes



Meeting was held at the Norfolk Town Hall

Chairman Barry Roseman called the meeting to order at 18:02hrs

Committee members in attendance: Barry Roseman, Ron Zanobi, Henry Tirrell, Jeff Torrant
Susan MacEachron (departed meeting at 6:45p), Matthew Ludwig, Tony Kiser, Mark Morgan Via Zoom

Also in attendance in person: Ken Ludwig, Paul Padua, Rich Breitenbach - Project Manager Newfield
Construction

Via Zoom: Mike D'Angelo

Secretary's Report: M/S/P Jeff/Ron to accept the Minutes of June 18, 2026. Approved unanimously.

Chairman's Report:

- Newfield will report on the progress but as of last Thursday, the concrete slab was poured in the areas other than the main garage where the trucks will be stored. Also all of the re-bar and much of the piping for the radiant floors had been installed.
- Bids were received from only 2 plumbing sub-contractors, although Newfield tried to receive at least 3 bids. Newfield will report on the status of the selection process in connection with input from Travelers (the bond company). Newfield is keeping careful records on any indirect costs that may be incurred as a result of the delay caused by the departure of Performance.
- Newfield will also report on the status of Young Developers (the roofing sub-contractor) and their conversation with Young's bonding company.
- Vision Electric continues to perform really well but we have been following special procedures to protect the town as much as possible.
- No new news on the pricing of PCO- 003 which is related to the winter delay. In fairness, Newfield has been busy dealing with other pressing issues.

Progress Report: Rich Breitenbach

- The training room floor slab was poured last week.
- Concrete for the remaining apparatus bay floors is scheduled to be poured next week following completion of the radiant floor heating installation.
- Masonry work began today on the block wall separating the apparatus bays from the training room.
- Carpentry in the training room is scheduled to begin on July 27.
- Roof trusses are expected to arrive on August 4, allowing framing of the building and exterior envelope to begin.

- The apparatus bay concrete slab will require approximately one week of curing before additional work can proceed.
- Underground electrical work continues on the site.
- Aquarion is moving forward with the water service installation in accordance with regulatory requirements to bring the water line to the site.
- L&R Mechanical of Bristol was selected as the new plumbing contractor. Travelers has authorized the project to proceed with L&R Mechanical under the bid bond provisions and will reimburse the difference between the original plumbing contract amount and the bid bond coverage. The bid bond covers costs up to the original contracted amount. The original plumbing contract was approximately \$406,000, while the replacement contract with L&R Mechanical is approximately \$100,000 higher. Newfield is compiling documentation of project delays and associated costs to present to Travelers as part of ongoing negotiations for reimbursement of delay-related expenses incurred throughout the project.
- L&R Mechanical has indicated they are confident they can meet the project schedule once their work begins.
- The anticipated move-in date for the Norfolk Volunteer Fire Department (NVFD) has been pushed to January 2027 under a Temporary Certificate of Occupancy (TCO). Demolition of the existing fire station is expected to occur during the winter, with final project completion anticipated in approximately June 2027.

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

- Construction is proceeding as planned, with measurable progress being made each day.
- The additional cost associated with changing the under-slab foam board insulation beneath the apparatus bay floor from the specified 25 PSI to 100 PSI was reviewed. The change was made prior to the apparatus bay floor concrete pour, and responsibility for the resulting cost increase remains under review.

Open Issues:

- The committee reviewed the possibility of partially or fully erecting the three-bay garage structure earlier than originally scheduled. Potential benefits include providing frost protection and preventing the finished concrete floor from remaining exposed during the winter months.
- Unknown conditions beneath the existing fire station were considered, including the potential to encounter contaminated materials during demolition. Any remediation costs associated with such findings remain unknown at this time.
- Additional potential project expenses were reviewed, including:
 - Installation of a new diesel fuel tank.
 - Providing mechanical access above the meeting room for ductwork, including the selection of code-compliant flooring materials and railings.
 - Radio communications base station radio & antenna installation, a quote is still pending from Pittsfield Communication.

- The fire station siren will be removed this month. NVFD members will clean, inspect, and repaint the siren before relocating it to the south end of the apparatus bay building to accommodate its new mounting location. The committee also reviewed the planned location of the LCD/Norcom antenna equipment as part of the overall LCD communications system installation. Planning for this work is ongoing.
- Motion to enter Executive Session at 6:54 p.m. to discuss a potential issue, with Rich and Mike invited to attend. **M/S/P:** Henry/Jeff.
- Motion to exit Executive Session at 7:02 p.m. **M/S/P:** Henry/Barry.
- No action was taken following the Executive Session.

Next Meeting:

Thursday, August 20, 2026 - 6:00pm, Norfolk Town Hall

There being no further business, **M/S/P** Jeff/Ron to adjourn at 7:04pm

A handwritten signature in black ink, appearing to read 'Matthew Ludwig', with a stylized, cursive script.

Matthew Ludwig
Committee Secretary