

Norfolk Firehouse Building Committee
February 19, 2026
Monthly Meeting Minutes



Meeting was held at the Norfolk Town Hall

Chairman Barry Roseman called the meeting to order at 6:00pm

Committee members in attendance: Barry Roseman, Ron Zanobi, Henry Tirrell, Susan MacEachron, Matthew Ludwig, Tony Kiser, *Lou Bagbagallo (*Via Zoom)

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

Via Zoom: Michael De'Angelo, James Nall, David Stein, Brian Grant

Secretary's Report: M/S/P Susan/Tony to accept the Minutes of January 22, 2026. Approved unanimously.

Chairman's Report:

Commissioning agent has been hired and will begin work immediately:

- Issue commissioning specs on 2/25'
- Complete full review of architect plans and specs and issue a report on 2/27

Impact of the project delay on the construction schedule and the costs associated with the delay will be reported by Newfield

Review of the contingency for unplanned expenses:

- There was approx. \$700,000 of contingency in the budget

\$200,000 is held by Newfield in the contract

\$500,000 is held by the Firehouse capital fund budget

- To date while no change order has been finalized, there are approx \$300,000 of potential unplanned expenses as of 2/29/26 including an estimate of \$175,000 related to the delay.

Progress Report: Rich Breitenbach

Foundation excavation is anticipated to restart in mid-to-late March, followed by pouring concrete into the forms. The overall construction schedule with final site work (asphalt paving and landscaping/plantings) shifting from Fall 2026 to Spring 2027.

Demolition of the current firehouse is scheduled for December 2026.

The plan is to move apparatus into the new building in November. All six fire trucks will be backed into the facility through the three bay doors off Shepard Road. The side bay doors will not be accessible at that time due to the old station and subsequent excavation, groundwork, and paving activities needing to take place

outside those doors. After installation of the groundwater tank and completion of parking lot paving, the Fire Department will be able to utilize the side bays.

Document submittals and Requests for Information (RFIs) will continue to be processed and addressed as needed.

Procurement activities will begin to avoid potential delays in acquiring long-lead items. Certain components, including the electrical switchgear and the generator are currently experiencing extended lead times.

Projected union labor rates typically increase in July and in 2027 will most likely result in added costs.

Additional costs are anticipated for asphalt in fall 2027.

Some remobilization and demobilization of construction equipment will be required following the Winter 2026/2027 shutdown, which will also add to project expenses.

Salas O'Brien, Engineering consultant of Bloomfield will conduct HVAC and internal mechanical systems testing during each season to ensure proper operation under varying conditions.

- They will provide operating and maintenance manuals for all new mechanical systems so the Fire Department can perform annual service and routine maintenance.
- Applicable warranties for equipment and systems will be provided.
- Solis O'Brien will oversee mechanical installation for quality assurance, confirming that all systems are installed correctly and functioning as designed.

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

Two (2) 2" piped truck fill connections (terminate with 2.5" fire thread) will be metered but not billed in order to document water usage. Usage will appear as a credit to the primary meter. An MOU with Aquarion is being pursued through Matt Gagnon from Aquarion.

The fire protection (sprinkler system) contractor will be contacted to perform a hydraulic flow analysis of the proposed system, including the single tap off the water main in conjunction with the domestic service/truck fill line, to verify that required flow rates and pressures can be maintained under demand conditions and adhere to all applicable codes. The most recent flow test indicated a static pressure of approximately 140 psi at the street on the 8-inch water main. During a flow of 1,000 gpm, a residual pressure of 90 psi was maintained. These results demonstrate that the municipal water supply has substantial capacity to provide both high flow and adequate pressure.

The FDC connection is being revised from a clappered twin 2.5" inlet to a single 4" Storz inlet with a 30-degree droop. This change aligns with current standards for new construction and upgrades within the town.

S&P will update the drawings with the above configurations.

Two (2) garden hose connections will remain inside the bays positioned by the truck fills. Hose reels will be removed as a credit; valves will remain for the Fire Department supplied garden hoses to be used for truck washing.

Six (6) air/power reels will be removed as a credit. Airline air dryers will be installed at each termination point. Connections will remain for the Fire Department supplied air hoses and electrical cords, consistent with the current setup.

(4) shades of Epoxy Bay floor colors with yellow striping were reviewed.

Admin area finishes will be presented at a later date to review colors and textures.

Base stone work around the old tower/dispatch area was discussed. Consensus to leave design as-is with red cladding.

The fuel tank emergency disconnect is required to be located no less than 20 feet and no more than 100 feet from the tank. Since the pump "ON" switch is located inside the building adjacent to the mezzanine stairs and bay door, the emergency stop (E-stop) should be installed on the exterior wall at that same door location. This placement ensures compliance with required separation distances while providing immediate and accessible shutoff capability in the event of an emergency.

Open Issues:

None

Next Meeting:

Thursday, March 19, 2026 - 6:00pm, Norfolk Town Hall

There being no further business,

M/S/P to adjourn at 6:45pm

A handwritten signature in black ink, appearing to read 'Matthew Ludwig', written in a cursive style.

Matthew Ludwig

Committee Secretary