New Castle Fire District 1
Chappaqua, New York

Construction Meeting #101: August 10, 2026, @ *10:00 AM*
Minutes of Construction Meeting #100

Attendees	Initials	Company	Attended	Email Address
Nancy Zezze	NZ	NCFD Fire Commissioner	No	[redacted]
Dwight Smith	DS	NCFD Fire Commissioner	No	[redacted]
Charles Rauch	CR	NCFD Fire Commissioner	No	[redacted]
Jon Preizler	JP	NCFD Fire Commissioner	No	[redacted]
Michael Zezze	MZ	NCFD Fire Chief	No	[redacted]
Paul Eiden	PE	NCFD 1st Assistant Chief	No	[redacted]
Kiel Sadowsky	KS	Wendel / Mitchell Architects	Yes	[redacted]
Joe Modafferi	JM	JMC – Site Development Consultants	No	[redacted]
John Trombino	JT	Gerard Associates – MEP Engineer	No	[redacted]
Kevin Sawyer	KS	Triton Construction – Project Executive	No	[redacted]
Gerald Ruck	GR	Triton Construction – Construction Manager	Yes	[redacted]
Al Torreggiani	AT	Key Construction - GCC	No	[redacted]
Tony Cimahosky	TC	Key Construction - GCC	No	[redacted]
Chris Germano	CG	Key Construction - GCC	Yes	[redacted]
Mike Bottali	MB	Key Construction - GCC	No	[redacted]
Joe Manfredi	JM	Key Construction - GCC	No	[redacted]
John Wright	JW	Key Construction - GCC	Yes	[redacted]
Jim Pendergraft	JP	Key Construction - GCC	No	[redacted]
RJ Rogener	RR	Key Construction – GCC	Yes	[redacted]
Krzysztof Zamajtys	KZ	Intricate Tech Solutions - MC	No	[redacted]
Tyler Ponzio	TP	Intricate Tech Solutions - MC	No	[redacted]
Matt Capilupi	MC	Intricate Tech Solutions - MC	No	[redacted]
Gregory Popek	GP	Intricate Tech Solutions - MC	No	[redacted]
Dorota Karwowski	DK	Intricate Tech Solutions - MC	No	[redacted]
Jose Otero	JO	Southeast Mechanical - PC	No	[redacted]
Joe Ricca	JR	Southeast Mechanical - PC	No	[redacted]
Harley Toledo	HT	Southeast Mechanical - PC	No	[redacted]
Scott Jennings	SJ	Southeast Mechanical – PC	No	[redacted]

Jack Thomas	JT	Southeast Mechanical - PC	No	[redacted]
Tommy Crea	TC	Southeast Mechanical – PC	No	
Marianna Tompkins	MT	Southeast Mechanical - PC	No	
Jose Castrellon	JC	Talt Electric - EC	No	
Robbie Talt	RT	Talt Electric - EC	No	
Robert Talt	RT	Talt Electric - EC	No	
Scott Zalesny	SZ	SRI Fire Sprinkler - FSC	No	
Dave Phelan	DP	SRI Fire Sprinkler - FSC	Yes	

Distribution: Emailed to attendees
Attachments: Triton Meeting Agenda

This meeting report is intended to generally record the consensus or outcome of items discussed at the above-mentioned meeting and reports our understanding of the critical issues that were discussed during the meeting. If any attendees have comments or objections to the information contained herein, please alert the author (Gerald Ruck) and follow up with a written description of your comments:

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Item	Description	Action By	Required By	Date Closed	Action / Details
I.	**CRITICAL ITEMS**				
08/05/24	Project Rules and Requirements	All Contractors	On-going		<u>THROUGHOUT the COURSE of the PROJECT</u> • Delivery and work hours are 7am to 5pm, Monday through Friday. • Smoking, alcohol and/or controlled substances NOT permitted. • Radios or offensive language are NOT permitted. • Dust, noise, and odor control to be utilized at all times. • Parking is not permitted on Elm Street nor on Memorial Drive. • 491 King Street is and will continue to be an ongoing, 24/7, active firehouse. The firehouse cannot be obstructed in any way. • Entry through Memorial Drive is NEVER allowed. All trucks and vehicles must enter through King Street and exit through Memorial Drive. Vehicles can exit through King Street, but cannot enter through Memorial Drive. • Shutdowns of any kind need to be coordinated with the CM. • Primes were reminded that sub-contractors shall not directly contact the NCFD 1 Board or the Chief about questions about

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					the project. All questions or requests should go through Triton / the primes. The prime contractors indicated that they had not previously directed any subs to do so.
08/05/24	Safety	All Contractors	On-going	09/04/24	**8/3/26** • Triton Construction reiterated that parking is **NEVER PERMITTED** in the existing firehouse parking lot. Triton also reiterated that entering the jobsite through Memorial Drive is not permitted. All primes, field personnel, subs, and drivers (especially new drivers), must be made aware of these requirements. Triton told the primes that delivery drivers should advise if any trucks are blocking the site roadway, and to confirm with the site personnel before assuming to enter the site from Memorial Drive. The primes were also reminded to wash truck tires of any mud before exiting on Memorial Drive. Contractors were also reminded that parking on Elm Street is not permitted. **8/3/26** • Triton Construction reiterated the importance of using PPE on site. The (5) primes were told about following the PPE requirements during the meeting. Triton Construction also relayed that the Town had commented that site contractors need to be mindful of protecting excavations when performing site work. **See previous meeting minutes for previously discussed items.**

10/28/24	Construction Activities	All Contractors	Ongoing	Ongoing	**8/3/26**
					• Siteworks Contracting: Siteworks has completed work at the trough drain at the King Street driveway, and has laid out the curbs in the area where the electric power pole will be installed.
					  o The electric power pole can now be installed.
					  o Work remaining for Siteworks at the south side of the site includes removing remaining curbs, filling planters

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					with top soil, laying out curbs and sidewalks, and prepping for concrete apron and sidewalks. o Siteworks is available to excavate for light poles and conduits; excavation work must be coordinated in advance with Siteworks. o Other available site work includes sidewalk modifications in front of the existing gas station, and signal work at the intersection of King Street and Bedford Avenue. A meeting to coordinate signal work is scheduled for Tuesday 8/4. o Excavation for gas service trench is pending consecutive days of no rain so as not to flood/washout the trench. • Fall Fittings remaining work includes metal guardrails at the building exterior and roof hatch ladders. Guardrail at retaining wall 'C' is available and can be installed now. • AP Construction will be on site this week to continue miscellaneous roofing work, including: flashing at the firewall; waterproofing cable entry port (dog house); installing scuppers and leaders throughout the building; and installing pavers at the 2nd floor Training Deck. o Triton advised Key that AP Construction also needs to address the ongoing roof leaks at multiple locations at the building interior (locations catalogued and detailed elsewhere). • Roof Siren: GC work required for their installation of roof siren: o Cut opening in the roof deck at the cable entry port (dog house) for siren cables. o Install access doors to provide access into the designated chase wall, (2) nominal 16"x16" non-rated ADs. o Install existing control panel at 2nd floor office. o Once the above items have been completed, Goosetown will return to the job site to run cables between the siren and the controller.

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					• Wendel advised that penetrations in foundation walls for roof drain outlets need to be waterproofed.
					• Doors and Hardware: Missing doors and electric hardware for access control doors are expected to be delivered to the week of August 17th.
					• John Herbert remaining work includes sports rubber flooring at the Fill Station, rubber flooring at the ramp into the existing firehouse, and miscellaneous rubber base. Installation of rubber flooring at west Lobby stairs, and linoleum tile at 2nd floor Elevator Lobby is on hold until after the elevator installation.
					  o In the Fill Station, Key will chip concrete slab at the installed floor drain so Southeast can adjust the drain up to be level with the finish rubber flooring.
					• Empire Tile remaining work includes ceramic tile at the Upper and Lower lobbies, which is on hold until after the elevator installation.
					  o Finish Condition At Paper Towel Dispensers: Empire has indicated that tile is not available to finish gap between dispenser and drywall above tile wainscot; Empire will submit proposal to finish gap with Schluter strips.
					• Tri State remaining work includes solid surface windowsill at the Radio Room, and window surrounds at Turnout Gear.
					  o A gas pipe is in conflict with intended location of casework at the Kitchen. Triton requested Intricate relocate the gas pipe and remove a side panel on the Kitchen hood to accommodate casework installation.
					• Solo Rescue Equipment: NCFD/Wendel confirmed that this equipment is not required and is not in contract. Key will submit a credit for this piece of equipment.
					• Elevator Installation: Schindler recently visited the job site to assess job status and review as-built conditions. Schindler issued a checklist of open items, consisting mostly of electrical items, which Triton will distribute.

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					• Gear Extractors: The (2) gear extractors have been delivered to the job site, but have not yet been set in place. The installer requires (6) anchor bolts per unit which conflict with in-slab radiant heating. Final installation is on hold pending resolution. o Wendel has suggested thermal scanning as a means to locate radiant heat tubes, which will require the radiant heat system be made functional. o NCFD indicated that the cascade unit to be installed in the Fill Station may also require floor anchors. Training Window Alterations: Alteration work at the training window has been awarded by NCFD as a separate contract outside of the main project, to be performed by an independent contractor. Once the contractor is on board, this work will be coordinated with Triton and Key Construction. • Existing Roof: The District met with their roofer, Fazzinga Roofing, to review existing conditions contributing to rain water pouring off the side of the roof over the existing exterior stair, and contributing to ongoing accumulation of storm water at the northwest corner of the building. **7/27/26** • Siteworks Contracting: Siteworks has completed work at storm structure CI-13, and is currently installing the trough drain at King Street driveway, which will be complete midweek this week. Once complete, the area can be laid out, and the electric power pole can be installed. o Work remaining for Siteworks on the south side of the site includes removing remaining curbs, filling planters with top soil, laying out curbs and sidewalks, and prepping for concrete apron and sidewalks. o Siteworks is available to excavate for light poles and gas service piping; excavation work must be coordinated in advance with Siteworks. o NCFD, Triton, and Key Construction met with New Castle Water Department to review location and

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					installation requirements in preparation for relocation of fire hydrant at the Bedford Avenue parking lot. o Other available site work includes sidewalk modifications in front of the existing gas station, and signal work at the intersection of King Street and Bedford Avenue. • Fall Fittings remaining work includes metal guardrails at the building exterior and roof hatch ladders. • AP Construction will be on site this week to continue miscellaneous roofing work, including: flashing at the firewall; waterproofing cable entry port (dog house); installing scuppers and leaders throughout the building; and installing pavers at the 2nd floor Training Deck. o Triton advised Key that AP Construction also needs to address the ongoing roof leak at the flat roof above the Water Service Room. • Roof Siren: GC work required for their installation of roof siren: o Cut opening in the roof deck at the cable entry port (dog house) for siren cables. o Install access doors to provide access into the designated chase wall, (2) nominal 16”x16” non-rated ADs. o Install existing control panel at 2nd floor office. o Once the above items have been completed, Goosetown will return to the job site to run cables between the siren and the controller. • Wendel advised that penetrations in foundation walls for roof drain outlets need to be waterproofed. • Doors and Hardware: Missing doors and electric hardware for access control doors are expected to be delivered to the job site this week. • John Herbert remaining work includes sports rubber flooring at the Fill Station, rubber flooring at the ramp into the existing firehouse, and miscellaneous rubber base. Installation of rubber flooring at west Lobby stairs, and linoleum tile at 2nd

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					floor Elevator Lobby is on hold until after the elevator installation. o In the Fill Station, Key will chip concrete slab at the installed floor drain so Southeast can adjust the drain up to be level with the finish rubber flooring. • Empire Tile remaining work includes ceramic tile at the Upper and Lower lobbies, which is on hold until after the elevator installation. o Finish Condition At Paper Towel Dispensers: Empire has indicated that tile is not available to finish gap between dispenser and drywall above tile wainscot; Empire will submit proposal to finish gap with Schluter strips. • Tri State remaining work includes solid surface windowsill at the Radio Room, and window sills at Turnout Gear. o A gas pipe is in conflict with intended location of casework at the Kitchen. Triton requested Intricate relocate the gas pipe and remove a side panel on the Kitchen hood to accommodate casework installation. • Solo Rescue Equipment: NCFD/Wendel confirmed that this equipment is not required and is not in contract. Key will submit a credit for this piece of equipment. • Elevator Installation: Schindler recently visited the job site to assess job status and review as-built conditions. Schindler issued a checklist of open items, consisting mostly of electrical items, which Triton will distribute. • Gear Extractors: The (2) gear extractors have been delivered to the job site, but have not yet been set in place. The installer requires (6) anchor bolts per unit which conflict with in-slab radiant heating. Final installation is on hold pending resolution. o Wendel has suggested thermal scanning as a means to locate radiant heat tubes, which will require the radiant heat system be made functional. o NCFD indicated that the cascade unit to be installed in the Fill Station may also require floor anchors.

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Item	**Description**	**Action By**	**Required By**	**Date Closed**	**Action / Details**
					• Training Window Alterations: Alteration work at the training window has been awarded by NCFD as a separate contract outside of the main project, to be performed by an independent contractor. Once the contractor is on board, this work will be coordinated with Triton and Key Construction. **See previous meeting minutes for previously discussed items.**
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	**8/3/26** • On Procore there are currently no open submittals • On Procore there are currently no open RFIs. **7/27/26** • On Procore there is currently (1) open submittal: ○ Sandy Loam Topsoil r1 -- JMC is reevaluating previous submissions for possible acceptable product. • On Procore there are currently no open RFIs. **See previous meeting minutes for previously discussed items.**

8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		**8/3/26**
					• Gas Service Piping: Welker Plumbing met on site last week with Triton and Siteworks to coordinate installation of the gas service piping run from the building to Memorial Drive. Installation of gas service piping is anticipated this week, pending excavation by Siteworks.
					• Electrical Power Pole: Siteworks work in the vicinity of the power pole is complete. The area has been laid out, and installation of the power pole is peninding.
					  ○ Talt has advised that the guy wire will be installed along with the power pole. (The guy wire is approximately 10-foot radius off the pole.)
					  ○ Talt confirmed the concrete transformer pad is in their contract.

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					○ The power pole needs to be in place for Verizon to execute their work. Based on trending work schedule, NCFD will reschedule Verizon for mid-September. • Electrical Closet: To address the height issue associated with the distribution panel, Talt is fabricating a custom metal trough to close-off the top/inactive section of the panel; Talt has submitted a shop drawing. To address the width issue associated with the Siemens control panel, Talt will relocate the panel to the building exterior. COs have been issued for this work. • Exterior Light Poles: Light poles have been delivered to the job site. Delivery of precast bases is pending. Siteworks Contracting is available for trenching and excavation when required (to be coordinated). ○ Size of precast bases has been reduced from specified 30" diameter to 24" diameter. JMC has requested a shop drawing be submitted for precast bases. • CCTV Cameras and PA Speaker Work: Scarsdale Security Systems is continuing installation of cameras and speakers. Scarsdale's work is anticipated to conclude today 8/3. **7/27/26** • Gas Service Piping: Welker Plumbing met on site last week with Triton and Siteworks to coordinate installation of the gas service piping run from the building to Memorial Drive. Installation of gas service piping is anticipated this week, pending excavation by Siteworks. • Electrical Power Pole: Siteworks work in the vicinity of the power pole is anticipated to conclude mid-week this week. Once complete, and the area is laid out, Talt is clear to install the power pole. ○ Talt has advised that the guy wire will be installed along with the power pole. (The guy wire is approximately 10-foot radius off the pole.)

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Item	**Description**	**Action By**	**Required By**	**Date Closed**	**Action / Details**
					○ Talt confirmed the concrete transformer pad is in their contract. ○ The power pole needs to be in place for Verizon to execute their work. Based on trending work schedule, NCFD will reschedule Verizon for early September. • Electrical Closet: To address the height issue associated with the distribution panel, Talt is fabricating a custom metal trough to close-off the top/inactive section of the panel; Talt has submitted a shop drawing. To address the width issue associated with the Siemens control panel, Talt will relocate the panel to the building exterior. COs have been issued for this work. • Exterior Light Poles: Light poles have been delivered to the job site. Delivery of precast bases is pending. Siteworks Contracting is available for trenching and excavation when required (to be coordinated). ○ Size of precast bases has been reduced from specified 30" diameter to 24" diameter. JMC has requested a shop drawing be submitted for precast bases. • CCTV Cameras and PA Speaker Work: Scarsdale Security Systems mobilized on site today to commence installation of cameras and speakers. Scarsdale is working directly for NCFD, and their operation is being monitored by Triton. Scarsdale's work is anticipated to take approximately (1) week. **See previous meeting minutes for previously discussed items.**
10/28/24	MEPFP Coordination	All Contractors	Ongoing	Ongoing	**8/3/26** • HVAC field items to be addressed by Intricate Tech: ○ Cut/cap heating pipe at existing firehouse to be above finish ceiling. ○ Adjust gas pipe at Kitchen to clear casework. • Plumbing field items to be addressed by Southeast Mechanical:

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					○ Install covers on cleanouts at Turnout Gear so equipment racks can be installed. ○ Adjust floor drain at the Fill Station to be flush with rubber flooring. **7/27/26** • HVAC field items to be addressed by Intricate Tech: ○ Cut/cap heating pipe at existing firehouse to be above finish ceiling. ○ Adjust gas pipe at Kitchen to clear casework. • Plumbing field items to be addressed by Southeast Mechanical: ○ Install covers on cleanouts at Turnout Gear so equipment racks can be installed. ○ Adjust floor drain at the Fill Station to be flush with rubber flooring. **See previous meeting minutes for previously discussed items.**
II.	**SCHEDULE**				
08/05/24	Project Schedule	All Contractors	08/12/24	On-going	**8/3/26** • Key Construction issued a 2-week lookahead schedule, which will be distributed to all Trades. **7/27/26** • Key Construction issued a 2-week lookahead schedule, which will be distributed to all Trades. **See previous meeting minutes for previously discussed items.** *< continued on next page >*

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III.	**FINANCIALS**				
08/05/24	SOVs / COs / etc.	All Contractors	08/16/24	On-going	**8/3/26** • Key Construction reissued RFP 41 rev4 roof hatch rail; this RFP has been presented to NCFD for consideration. • Key Construction requested change orders be issued for work completed under construction change directives -- (6) total directives – including T&M RFP for Siteworks work at unforeseen conditions at King Street; Triton / Wendel will review. • Talt Electric submitted PCO #16 for column data outlets; this PCO is under review and has not yet been presented to NCFD. • Talt Electric submitted PCO #19 to extend the conduit run for relocated B1 fixture across the driveway as per ASI #40; this PCO is under review and has not yet been presented to NCFD. • Talt Electric submitted PCO #23 for overhead garage door motor voltage change; this PCO is under review and has not yet been presented to NCFD. • The primes were reminded to continue submitting all of their stored material backup, insurances, prevailing wage, and lien wavers, with all the payment application submissions. **See previous meeting minutes for previously discussed items.**