

Chappaqua Fire Department

New Castle Fire District No. 1

Chappaqua, NY

OACM Meeting #10 Dated April 8, 2024 at 6:00pm – Via ZOOM and in person

Minutes of OACM Meeting #9 Dated March 11, 2024 at 6:00PM- via Zoom and in person

Attendees	Email:	Initials:	Representing:	Attended (yes/no)
Dwight Smith	dsmith@ncfd1.org	DS	NCFD1- Commissioner	Yes
Nancy Zezze	nzezze@ncfd1.org	NZ	NCFD1- Commissioner	Yes
Charles Rauch	crauch@ncfd1.org	CR	NCFD1- Commissioner	Yes
ED Frank	efrank@ncfd1.org	EF	NCFD1- Commissioner	Yes
Mike Soldo	msoldo@ncfd1.org	MS	NCFD1- Commissioner	Yes
Christine Dennett	cdennett@ncfd1.org	CD	NCFD1- Secretary	Yes
			NCFD1- Treasurer	No
Lynn E Weinig	lweinig@windelsmarx.com	LW	NCFD1- Attorney- Windels Marx	No
Bob Mitchell	rmitchell@wendelcompanies.com	BM	Wendel Mitchell Associates Architects	No
Kaitlin Chmura	kchmura@wendelcompanies.com	KC	Wendel Associates Architects	Yes
Pete Signorelli	psignorelli@wendelcompanies.com	PS	Wendel Mitchell Associates Architects	Yes
Joseph Modafferi	jmodafferi@jmcpllc.com	JM	JMC Site Development Consultants	Yes
Lenny Purcell	lpercell@osmetro.com	LP	Open Systems Metro	No
Kevin Sawyer	k-sawyer@tritonconstruction.net	KS	Triton Construction Company	Yes

Distribution: Via Email

Attachments: None

TRITON CONSTRUCTION CO.
Owner / Architect / Construction Manager Status Meeting

New Castle Fire District No. 1					
Item	Description	Action By	Required	Closed	Action / Details
I	CRITICAL ITEMS				
7/7/23	Design Development Update	Mitchell/ JMC	Ongoing		3/11/24- - Confirm Final Page Turn of CD drawing set to be 3/25/24. - Wendel/ Mitchell completing second round of QAQC Drawing coordination with all consultants. - Lynn to review/approve front end of Specifications. Need insurances reviewed by District Agent. - Antenna and new tower to be purchased by NCFD1 2/12/24- ~~ConEd Engineering complete and incorporated into the documents.~~ ~~Discussed existing Generator Engineers review and load shed Priorities.~~ ~~JM reported that the DOT review is good.~~ ~~JM reported Town review process good. Sewer line tie in location moved to east side of property line.~~ ~~KC reported CD drawings completed 2/5/24. Wendel is going through Drawings QAQC coordination in anticipation of going out to bid early March pending review of estimates.~~ ~~Plan Final Project Page Turn possibly for next OACM Meeting. Wendel to send a paper copy set of plans to the Fire House.~~ - Antenna and siren discussion continue. Foundations will need to be designed by tower manufacturer outside of construction. - Discussed the need for additional flat roof access for services. See previous Meeting Minutes for additional information
12/18/23	Security/ Time Lapse Camera	Owner	Ongoing		3/11/24, 2/12/24, 1/8/24- Entertain local vendor offering free equipment. 12/18/23- Commissioners would like to look at additional construction site security and possible time lapse cameras.
2/12/24	Site Logistics and Staging Plans	TCC/ Wendel	3/11/24	CLOSED 3/11/24	3/11/24- Site Logistics plans reviewed by Team and discussed with Commissioners. Logistics to be included in bid documents 2/12/24- Team to put together site logistics plans for review at the next OACM Meeting

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2/12/24	Third Party Testing and Inspections	TCCo	3/11/24		3/11/24- Lynn to review RFP prior to release 2/12/24- TCC to provide Controlled inspection RFP for the Fire District. Award to coincide with the construction project
2/12/24	Grants to Assist Fire Fighters	District	4/8/24		3/11/24- - Grant #1- Gear Washer and dryer went out on 3/8/24 - Grant #2- Existing building reno/ security due 3/27/24 2/12/24- CD to follow up with grant writers for PA/ security funding
2/12/24	Project Update for the website				3/11/24- Project update completed. Waiting on feedback from group before submission to the Commissioners. 2/12/24- TCC was requested to complete a project update
II.	NEW ITEMS				
3/11/24	Groundbreaking Ceremony and Time Capsule	District	May/ June		3/11/24- - Team discussed setting up a Groundbreaking Ceremony once we confirm construction start date. - In lieu of a date stone time capsule (in the building wall), Wendel/ Mitchell recommended a cylinder time capsule to be placed in the ground. Team was in favor of this idea.
III.	BUDGET REPORT				
8/11/23	Master Budget				3/11/24 - Master Budget provided and reviewed with Commissioners. 2/12/24- - Reviewed the Budget with all at the meeting.
IV.	SCHEDULE REPORT				
8/11/23	Master Schedule				3/11/24 Master Schedule provided and reviewed with Commissioners. 2/12/24-

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					Reviewed the schedule with all at the meeting

The above represents the author's understanding of the issues discussed and conclusions reached. If these minutes contain information that is not accurate, please contact the undersigned immediately.

Kevin Sawyer