

**Oswegatchie Fire Station Building Committee Meeting**  
**Minutes May 2, 2023**

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WATERFORD, CT

2023 MAY 15 P 3: 24

Meeting called to order by Dave Campo at 6:33pm

Pledge of Allegiance

ATTEST: *Dave I. Campo*  
TOWN CLERK

Roll Call: Bob Tuneski, Beth Sabilia, Matt Blankenship, Mark Parker, Rich Muckle, Rocco Bracciale, Wayne Gilpin, Mike Rocchetti, Ted Olynciw

Guests: Director/Chief Michael Howley, First Selectperson Rob Brule, Paul Goldstein

- Committee members introduced themselves
- Public Comment: None
- Appointment of Chairperson: Motion by Mike Rochetti to nominate Bob Tuneski as chairperson. Motion seconded by Wayne Gilpin.  
Voting in favor: Unanimous
- Dave Campo distributed and explained FOI standards to the committee.
- Meeting schedule established as every first and third Tuesday of every month.  
Next meeting 5/16/23 at 6:30pm  
Meeting location: Tentatively to be held at the Oswegatchie Fire Department, 441 Boston Post Road.
- Discussion ensued regarding steps to take to facilitate moving forward including multi-tasking.
- Discussion ensued regarding target date for construction to begin. All members agreed on an 18 month turnaround time.
- Discussion regarding evaluating architectural drawings obtained by prior Oswegatchie Fire Department Building committee.
- A short discussion determined the Recording Secretary's time will be paid through the funds allocated for this project.

Action Items for next meeting:

- 1) Space needs assessment – Director Howley and Rocco Bracciale
- 2) Staffing information – Director Howley

- 3) Request Finance Director, Kim Allen and Purchasing Agent Brandishea Moses, to attend next meeting – Bob Tuneski
  - a. Outline steps to be taken
  - b. Status and quantity of funds
- 4) Pre-demolition requirements from Building Department – Ted Olynciw
- 5) Provide architectural drawings, site plans, RFP, and RFQ from previous Oswegatchie Fire Department committee – Rocco Bracciale

Respectfully submitted by:  
Linda Finnegan, Recording Secretary