

Tilton-Northfield Fire & EMS Commissioners' Work Session

Meeting Called By:	Commissioners	Date, Time:	November 11, 2014, 17:30
Transcribed By:	Kathy Tobine	Place:	Northfield Town Hall, Upstairs Meeting Room, 21 Summer Street, Northfield

Commissioner Dolecal called the meeting to order at 1732 hours.

Present: Commissioners Paul Auger, Patrick Clark, Les Dolecal; Chief Michael Sitar

Public Present: Northfield Selectman Kevin Waldron

Request for Proposal (RFP)

The RFP changes were reviewed and discussed. The options included in the Fire Station Report were reviewed and discussed. The Board agreed to the following three options:

1. Building an entirely new facility at a location still to be determined.
2. Construct an addition to and renovate the Park Street Station.
3. Construct an addition to and renovate the Park Street Station and erect a new station at a location to be determined.

The following dates were discussed and set:

- November 14, 2014 RFP Issued
- December 3, 2014 Pre-Bid Conference
- December 23, 2014 Bids must be submitted by 2:00 P.M.
Bid Opening at 5:30 P.M.
- Awarding of bid on or before February 11, 2015
- TBD Public Hearing on Fire Station Consulting Services
- TBD Public Hearing on Warrant Articles

Other Business

Commissioner Clark reported he went to a Northfield Economic Development Council meeting. Jeffrey Hayes, Executive Director for Lakes Region Planning Commission, was the keynote speaker. He found it very informative. He got his card and spoke to him about using their services. It would be worthwhile to get an idea of what the future growth will be in both communities.

Transcribing of the meeting minutes was discussed. Chief Sitar commented that the videos of the meetings are on the website. The Board decided they will discuss this at the November 12th meeting.

Public Comment

Kevin Waldron informed the Board they are in the driver's seat. They are putting out an RFP which results in a proposal. The proposal will outline what the contractor is going to do. Kevin wanted to know what the committee will do. Commissioner Dolecal explained that the committee will take the information that the contractor produces, if it is approved at District Meeting, look at the information and decide if that is the way we want to go and make a recommendation on how we should proceed. Kevin asked if there was reluctance amongst the Board to decide what they want for fear of the fallout. Commissioner Dolecal replied that they want what is best for the District. Commissioner Clark

TNFD Commissioner's Meeting
11/11/2014

commented that cost and public safety are what they are focusing on. Discussion ensued about the RFP and the Committee's responsibilities. There was discussion about where the money was going to come from for the consultant's fee. Call volume and location was discussed. Public safety versus cost was discussed.

Adjournment

Commissioner Auger made a motion adjourn. Commissioner Clark seconded the motion. There being no discussion, vote was taken. Motion to adjourn passed unanimously.

The meeting adjourned at 19:05.

Respectfully submitted,

Kathy Tobine
Administrative Assistant

Next Meeting Date, Time, Place: 11/12/14 at 17:30. Meeting to be held at Northfield Town Hall, 21 Summer Street, Northfield.