

Tilton-Northfield Fire & EMS Facilities Committee Meeting

Meeting Called By:	Tim Sattler	Date, Time:	06/08/2015 at 5:00 PM
Transcribed By:	Janice Lindbloom	Place:	Tilton Town Hall, Upstairs Meeting Room, 257 Main Street, Tilton

Chair Sattler called the meeting to order at 5:00 PM.

Present: Committee Members Dennis Allen, Wayne Crowley, Lucinda Hope, Joe Jesseman, Janice Lindbloom, Dennis Manning, Tim Sattler, Chief Michael W. Sitar, Jr., Kyle Barker – Warren Street Architects

Public Present: None

Public Comment

None heard.

Old Business

None.

New Business

Dennis Manning introduced Kyle Barker, Warren Street Architects. Mr. Barker explained the process of working with the committee and discussed time frames and schedules for the project. He discussed the costs and time frames associated with each phase of the project engineering through construction and eventual completion. Tim Sattler confirmed that at the 2016 meeting we would present our recommendations for the project and request the District vote on approving the engineering portion of the project, and the cost associated with it. In 2017 the vote would be for the construction funding for the facility – but it could be even 2018 or 2019 before that is brought before the voters.

Mr. Barker then explained the permitting and construction expectations time frame as well as compared the pros and cons of a traditional bid process as opposed to a construction management method. He pointed out that typically the engineering fee is between 5-10% of the total construction cost for a municipal project with the variable being the complexity of the design. He noted that getting the engineering portion of the project passed is harder than getting the construction portion passed in some cases.

Mr. Barker said working drawings can only be created once a site for the project is identified, and this is the hardest part of the project at the moment. A discussion followed regarding what spaces would be required in the new building. Wayne Crowley said that it should not be assumed that we could be talking about only one building, rather, maybe an expansion to Park Street and a substation elsewhere – but that this would be driven by analyzing the call data from the Fire Department. Tim Sattler pointed out that as a District we are in a unique situation, since we have 2 locations, one of which will almost certainly be abandoned. Dennis Manning said in his opinion Park Street is a garage, and as he

told Chief Sitar before, he does not think the majority of people realize what it would entail to change it into a full station. Wayne Crowley asked Chief Sitar about the current bay configuration at Park Street, the Chief replied that Park Street is 4 wide with 1 perpendicular in the back. The station is not double deep, rather about 1 ½ deep. The Chief pointed out that it should only be 3 bays wide, and that there is a lot of equipment crammed in there right now; further, to get all of that equipment stored and leaving the capability to expand would basically triple the size of the station.

Mr. Barker noted that the total size of the building as he has estimated according to the list provided in the Chief's report would be roughly 32,000 square feet. Dennis Manning said that it is not his preference to rebuild Park Street, since that is what would be needed. If the project was split into 2 facilities, some spaces would need to be duplicated, and some spaces would be in one building or the other. The total square foot required for 2 facilities would be between 40-45,000 square feet. Dennis Manning said that the most important meeting will be later this year with the voters to present the options to the voters and the Chief agreed that then we would refine our plan based on input and feedback from the meeting.

Wayne Crowley provided a site map of Park Street from 1979, discussion about the lot and its limitations followed. Mr. Barker stated he needs to set a time with the Chief to tour Park Street. Wayne Crowley said the data is going to show that Park Street is not where you would put a massive fire station.

Tim Sattler asked Mr. Barker about what size of potential properties should the committee be looking for. His reply was the building footprint, and parking needs would place the potential lot at around 5 acres. Wayne Crowley felt that was too large of a parcel to look for, and some discussion about the need for drive through bays and lot size followed, with the Chief explaining why the drive through bays were needed.

Joe Jesseman pointed out that only a few places on Tilton's side of the river would be big enough, and there are limited options – the land across from Chili's, J. Jill, and down Route 140.

Mr. Barker said he will narrow down his lists, and break them down into two options for detailed discussion, 1 for one facility and 1 for 2 facilities.

Chief Sitar discussed the preliminary call data – 25% of all runs took place within 1 mile radius of the Center Street Station, while 32.73% took place on the other side of Route 93 in both Northfield and Tilton. Joe Jesseman volunteered to get the older maps created a few years back analyzing call data, for review by the committee.

Discussion about similar communities in NH and what their Fire Department facilities are like. Also, general discussion about where newer fire stations have been built in other towns (Pelham, Laconia, Hebron)

Mr. Barker and Chief Sitar left the meeting.

5:56 p.m. recess called to move upstairs – 6:00 p.m. meeting readjoined in the upstairs meeting room, Tilton Town Hall.

Wayne Crowley asked Dennis Manning to share the details of the contract with Warren Street Architects with the committee.

Joe Jesseman shared the drive time and call maps from the previous Fire District study. Janice Lindbloom offered to create maps on Google Maps with the call data from the busiest months each year for the last five years also discussion on how best to share these maps with the group.

Tim Sattler asked if this was a good time to send a letter to the Editor of the local papers introducing the members of the committee and explaining the committee's directive. Joe Jesseman agreed it is a good idea, and Tim is going to write up something for the committee to read at the next meeting. Other action items identified by Chairman Sattler: be on the lookout for a potential site, set call data to maps, look at other fire stations in other communities for points of comparison. Mr. Barker is to send the list of facility needs to the committee for our review.

Lucinda Hope asked if the Park Street Station is going to stay or not? Wayne Crowley said that anything is open, and Joe Jesseman pointed out that we need something within the two village areas and there is not a lot of land around. Wayne Crowley noted that Northfield may consider moving the highway garage to the transfer station, changing the potential use for the Park Street site.

Discussion regarding setting the date for the next meeting. Joe Jesseman called for a motion to adjourn, seconded by Dennis Allen.

Minutes

May 11th

After no discussion Joe Jesseman moved to approve the minutes, seconded by Wayne Crowley. Approved unanimously.

Adjournment

Chairman Sattler adjourned the meeting at 6:44 PM.

Respectfully submitted,

Janice Lindbloom
TNFD Facilities Committee Secretary

Next Meeting Date, Time, Place: July 6, 2015. Meeting to be held at Northfield Town Hall