

Tilton-Northfield Fire & EMS Facilities Committee Meeting

Meeting Called By:	Tim Sattler	Date, Time:	16 August 2016, 5PM
Transcribed By:	Paula Benski	Place:	Northfield Town Hall, Upstairs Meeting Room, 21 Summer Street, Northfield

The meeting was called to order at 5:00 PM by Tim Sattler.

Committee Members Present: Tim Sattler, Wayne Crowley, Dennis Allen, Dennis Manning, Cindy Hope, Paula Benski, and Chief Michael Sitar.

Business

Public present: Kyle Barker from WarrenStreet Architects; Fire District Commissioner Paul Blaisdell.

Wayne Crowley moved, and Dennis Manning seconded, to accept the minutes from 28 July 2016, as written, and the motion passed unanimously.

Correspondence: Chief Sitar and Kyle Barker spoke to the numbers on the spreadsheet Chief Sitar had provided to the committee. Numbers in red were from Kyle; green were from the finance director in Tilton; the rest were from Chief Sitar. Discussion ensued.

Options in the spreadsheet:

Option 1: Single station in the village, keeping Park St as garage with no changes.

Option 2A: Multi-station; Park St upgraded as manned sub-station, main station farther out.

Option 2B: Multi-station; Park St upgraded as main station, sub-station farther out.

Option 1: 12,000 sq ft new building; Park St as is (6,000 sq ft – no renovations or additions; however, some renovations to Park St to bring the building up to code were included for comparison purposes.)

Option 2A: 10,000 sq ft new building; Park St as is (6,000 sq ft—renovations to manned station but no addition)

Option 2B: 6,000 sq ft new building; Park St adding 4,000 sq ft (as addition) to be 10,000 sq ft

Square footage are estimates only and provided as a way to keep comparisons even. Options 2A and 2B, where there would be two manned stations, might need more square footage than a single station, due to the need for duplicates of some spaces (i.e. two sets of bathrooms; two sets of sleeping quarters; two kitchens; 2 decontamination rooms, etc.)

Per Kyle, contingency fees are estimated to be lower with new construction.

The committee discussed the proposed costs of a bond. With an annual budget of \$1.9M, a bond would probably add \$0.4M (\$400,000) per year on the bond, with an additional \$0.4M per year for operation costs for Options 2A and 2B.

Vehicles/equipment that need to be housed:

Engine1, Engine2, Ladder1, Rescue1, Tanker1, Ambulance1, Ambulance2, Utility1, Utility2, Utility3, Boat1. The department also owns a Fire Prevention Trailer and Car1, which may or may not be housed.

Discussion ensued on when to present to the Commissioners and when to hold a public hearing. Then next Commissioners meeting is 21 September; the committee plans to present at that meeting. The committee will need to advertise for two weeks (said two weeks can start before the Commissioners meeting, as long as the committee presents to the Commissioners before the public hearing). Still estimating a public hearing in October.

Discussion ensued on the slides for the PowerPoint presentation:

Our Charter – Our purpose.

Make-up of the committee.

How we got to where we are. The process the committee used to work through the task.

Discussion of the three building options.

Obtain input from the audience. (This should be the bulk of the time, as it is the main purpose of the hearing.)

Proposed location of public hearing: Northfield Town Hall, upstairs meeting room.

Kyle Barker left at 6:12 pm.

What needs to be done before the presentation to the Commissioners on 21 September:

More details on the bond (Chief Sitar).

More details on costs with the three options (Chief Sitar with Kyle Barker).

Letters to the editor (Dennis M and Cindy both to draft).

Slides (Wayne and Tim).

The Chief will get the committee onto the agenda for the 21 September meeting.

No public comments.

Adjournment

Dennis Manning moved, and Dennis Allen seconded, to adjourn. The motion passed unanimously. The meeting was adjourned at 6:31 PM.

**Next Meeting Date, Time, Place: 29 August 2016, 5 PM
Northfield Town Hall, 21 Summer St, Northfield, Upstairs
meeting hall**