

TNFD 2019 Fire Station Committee Meeting Minutes

Meeting Called By: Jon Cilley
Transcribed By: Beth Joslin

Date, Time: October 8, 2019 at 5:30 PM
Place: Tilton Town Hall, Downstairs Meeting
Room, 257 Main Street, Tilton

Cilley called the meeting to order at 5:32PM.

Present

Fire Commissioner Jon Cilley, Chief Michael Sitar, Paul Blaisdell, Kevin Waldron, Kevin Cate, Lisa Martin, Tom Beaulieu, & Kaitlin Lounsbury
Also: Kyle Barker, Keith McBey, & Barrett Salta

Minutes

Being not enough people for a quorum the Minutes for Aug. 27 and Sept. 10 were tabled. Cilley noted that the Sept. 10th minutes were incorrectly labeled as Sept. 9th.

Waldron made a motion to accept the minutes from Sept. 24 as written. Being no discussion, vote was taken, motion passed.

Old Business

RFI Answer Reviews: Cilley stated that the Chief had sent out the committee's questions and they have received a response from the engineer, including a site report, answers to the submitted questions, and a stamp site plan.

1. Does the communication tower need clear space/clear access off the road?

The lease requires that the tenant have full vehicle access to and into the tower site. It does not have to be a private dedicated roadway for the access. Fire department driveways and parking areas that provide access to the site are acceptable.

2. Is there any effect on health related to the cell tower location to the fire staff?

No. Cell companies must follow FCC guidelines regarding installation and operation of cellular and PCS antenna sites. The effective radiated power at the ground will be many times lower than levels attained directly in front of an antenna when it is transmitting. Measurements made near typical cellular and PCS cell sites have shown the ground level power densities are well below the exposure limits recommended by RF Microwave safety standards used by the FCC.

3. What size building footprint will fit on Park Street site?

After numerous attempts to move stuff around, Barker found that a 10,000 square foot building footprint is the largest possible on the site.

4. Is a traffic light necessary at Park Street?

Alan Hanscom of NH DOT relayed to Chief Sitar via phone conversation that a traffic light would not be required for this location, but if the district wanted one to ensure safer emergency response egress from the site it would be allowed. Of course, this would be the district's expense to install and maintain.

Cilley addressed Barker regarding maximum building size on Park Street. Barker replied that it is a bit of a complicated process. Cate stated that though it was the answer he expected it was not the answer he wanted. Cate stated that a building much larger than 10,000 square feet could fit on that property.

Everything else aside, no parking, what size building would fit on that property. Barker presented layouts and how he came to his conclusion. Extensive discussion ensued.

Cilley asked if it would be cost effective to build on new apparatus bays at Park Street and use the existing garage to create admin and dorm space? Barker replied that it would be much more cost effective to use that space for admin and living space because 1: it would be better to have taller apparatus bays and making a building taller would just be very expensive. 2: The building doesn't meet current code and adding walls in the interior would add support to the structure. 3: The cracking floor would not need to be replaced as people do not put the same strain on it as the trucks do. Discussion ensued.

The Committee voted (4 yay; 2 nay) to have Barker create a few layouts to give them a visual representation of the options they have been discussing using the current building. Barker asked what size building they would like him to plan for the site. Discussion ensued.

Minutes

With the arrival of Kaitlin Lounsbury, the committee had a quorum to vote on the August 27 meeting minutes. Waldron made a motion to accept the minutes as printed, Beaulieu seconded the motion. Being no discussion, vote was taken. Motion accepted.

Old Business

Site Survey Report Review: Cilley asked the committee if anyone had comments of feedback regarding the 66-page site survey report that had been distributed. Cate asked if they needed to look at this report, that they only needed to know if it would affect the usable land and it does not. Waldron stated that he had a few questions regarding the maps, and how many lots are owned by the district. Discussion ensued.

Commissioners' Report: Cilley stated that the committee's concerns about the student program being listed as a charge was relayed to the Fire Commissioners. The Commissioners response was that their main goal for the committee is to come up with a building they can sell to the public. Plan for 3-4 dorms for career firefighters as well as a student room, but the student room could become space for additional career member in the future.

Beaulieu asked if the dorms were planned to be one per room. Chief Sitar replied that yes. Beaulieu stated that current members have told him that they would rather all be in one room. Cate noted that it is important to have staff member input. Discussion ensued.

Beaulieu asked why the students need living quarters. Chief Sitar replied that it makes the program more enticing to students. Discussion ensued. Cate asked what the charge from the commissioners was in regards to the students. Blaisdell read the charge, "additionally, they're to look at the impact of the student program and future firefighters. (square foot impact by architect)" Chief Sitar stated that one dorm space for the students is 144 square feet. Discussion ensued.

There being a consensus among the committee it was decided that the 5th charge should not be their responsibility; the commissioners should decide if they want a student program and then add the space needed. The space needed for dorms is 70-100 square feet per career member (per shift) and 144 square feet per every 2 students. The impact of additional dorm space would have a negative impact on cost.

Blaisdell stated that they should turn their attention to charge one again now that they have answers in regards to the traffic light. Blaisdell continued that NH DOT said that a traffic light would not be required so that can be removed as a con and confirmed as a pro for a Park Street station.

Report to Commissioners working group: Cilley stated that the Commissioners would like to attend the Nov. 12th Fire Station Committee meeting so they can discuss progress and work as a group to clarify or answer any questions. Cilley suggested having the meeting at Park Street Station as the meeting room is not available. Waldron asked if Cilley is reporting to the commissioners why they need to be at the meeting. Discussion ensued.

Report to Commissioners Timeline: Cilley stated that January 7, 2020 is the target deadline to hand the commissioners their final report. And from there they will look at how to present it to the public.

Cate suggested that someone other than the chief and the commissioners do the presentation at the district meeting. Chief Sitar agreed with the suggestion.

RFI list generation: No new questions.

New Business

Cate questioned what was next for the committee. Cilley stated (in regards to charges 2 & 3) that they know they can fit a full station at Park Street, then they can fit half a station. Lounsbury added that they need to look at the pros and cons of it. Blaisdell noted that they should start charges two and three at the next meeting.

Adjournment

Cilley adjourned the meeting at 7:35 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Elizabeth Joslin". The signature is written in a cursive, flowing style.

Elizabeth Joslin
Clerk

Next Meeting Date, Time, Place: 10/22/19 at 5:30PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton