

## **TNFD 2019 Fire Station Committee Meeting Minutes**

Meeting Called By: Jon Cilley  
Transcribed By: Beth Joslin

Date, Time: October 22, 2019 at 5:30 pm  
Place: Tilton Town Hall, Downstairs Meeting  
Room, 257 Main Street, Tilton

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

### **Present**

Fire Commissioner Jon Cilley, Kevin Waldron, Chief Michael Sitar, Lisa Martin, Tod Odell, and Kevin Cate. Arrived later; Tim Beaulieu & Tim Ames

### **New Business**

Properties: Cilley stated that the Commissioners had suggested looking into the Maher's Welding Property as well as the AutoServ lot (in front of MB Tractor). Waldron stated that they have had no charge to discuss land. Martin asked if it pertains to charge 3. Waldron responded, stating that the buildings could be anywhere in the district. He believes it would be a waste of time to look into the land as it may not be available when it comes time. Discussion ensued.

### **Minutes**

There being not enough members to vote on any of the unapproved minutes, Cate made a motion to approve the minutes for August 27, September 10, and October 8 electronically. Martin seconded the motion. Waldron abstained from the vote as he was not familiar with the rule allowing it. Being no discussion vote was taken, motion passed. Cilley stated that he will send the 3 sets of minutes to the committee for approval.

### **Old Business**

RFI answer review: Chief Sitar stated that he has spoken with Kyle Barker on a few occasions since the previous meeting. Barker had commented that the building cannot go right up against the property line because the left side of the property has to be raised about 5 feet. That the building would have to start 10-15 feet from the line. Cate suggested building a retaining wall. Chief Sitar replied that it is a possibility but would add to the cost. Discussion ensued.

### **New Business**

Question: Cate stated he had a question regarding why the agenda was also sent to Kyle Barker as he is not a committee member. Chief Sitar stated that the meetings are public knowledge and the agenda is available on the website as well. Waldron stated that it doesn't matter who it is sent to but that he doesn't think it should be changed by others after the chairman has sent it out.

Tom Beaulieu joined the meeting.

Report: Martin put on the projector a copy of the report she started based on the outline they have been working on.

Odell stated a con he didn't see of the single station was the impact of construction on operations. Cate disagreed, stating that if the bay were built first it shouldn't make an impact, also the calls would still be responded to from Center Street during construction. Discussion ensued. Committee noted in the report that though there would be an impact it could be managed.

Tim Ames joined the meeting

Extensive discussion ensued regarding pros and cons of charges.

Changed wording in pros & cons to reflect that the station at Park Street would increase response times to 2/3 of district.

Single Station at Park Street:

| Pros  | Cons                                  |
|---|---------------------------------------|
| More easily make ADA accessible (if single story) | Lot size restricts building footprint |

Park Street as Headquarters and a substation elsewhere in the district:

| Pros  | Cons  |
|---|---|
| Better coverage of district / shorter response times                                | Would need additional staff (cost)  |
| Footprint at Park St would support a headquarters or substation (if there was both) | Duplicity of storage & systems  |
| More easily make Park St ADA accessible (if single story)                           | Increased cost for additional land & to build<br>increased cost for duplicate operation |
| Could have staff officers respond with apparatus                                    | Managing the 2 station and splits staff   |
| Need smaller lot for substation (lower cost)  |   |
| Park St is in Village District, familiar area                                       |   |

It was decided that headquarters is defined as the location of the administrative offices.

Cilley asked Chief Sitar how many bays the Park Street station was losing to accommodate bunk space, decontamination, etc. in the previous plan. Chief Sitar responded that the Rescue bay would have been lost as well as storage space for the Polaris and other general storage. The front 40 feet would be apparatus bays and the rear 40 feet would become bunk and living space, decontamination, etc. Cate asked what the cost of that project was. Chief Sitar replied that it was 1.6 million, which also included a hose tower and building a mezzanine for mechanical and storage.

Ames suggests building a headquarters that addresses the immediate need and using Center St as a temporary garage and storage knowing that the sub station will need to be built in the near future. Discussion ensued.

**Adjournment**

Cilley adjourned the meeting at 7:30 PM.

Respectfully submitted,



Elizabeth Joslin  
Clerk

Next Meeting Date, Time, Place: 11/12/19 at 5:30PM.

Meeting to be held at Tilton-Northfield Fire Station, 149 Park Street, Northfield, NH