

TNFD 2019 Fire Station Committee Meeting Minutes

Approved June 11, 2019

Meeting Called By: Chief Sitar
Transcribed By: Beth Joslin

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

Chief Sitar called the meeting to order at 5:33 PM.

Present:

Chief Michael W. Sitar, Bob Petrin, Kevin Waldron, Fire Commissioner Jon Cilley, Kaitlin Lounsbury, Kevin Cate, Tom Beaulieu, Todd Odell and Lisa Martin.

Nominations

Chief Sitar started meeting by opening the floor to nominations for committee chair. Kevin Cate nominated Jon Cilley. Todd Odell seconded the motion. Discussion ensued regarding if it was appropriate for Jon to be the chair as he is a commissioner, Tom Beaulieu nominated Kevin Cate, Jon Cilley seconded the nomination. Jon Cilley nominated Kevin Waldron, seconded by Bob Petrin. There being no further nominations, vote was taken; Jon Cilley: 6 votes, Kevin Waldron: 2 votes, Kevin Cate: 0 votes. Jon Cilley was elected chairman.

Jon Cilley opened the floor for nominations for vice chairman. Lisa Martin nominated Kevin Waldron, seconded by Bob Petrin and Todd Odell. There being no further nominations, vote was taken, Kevin Waldron was elected vice chairman unanimously.

Jon Cilley opened the floor for nominations for secretary Tom Beaulieu nominate Bob Petrin, seconded by Kaitlin Lounsbury. There being no further nominations, vote was taken, Bob Petrin was elected secretary unanimously.

Public Comments

Being none, meeting continued.

Correspondence

Informational emails sent out prior to the meeting were discussed.

Scope

Kevin Waldron asked that before the committee gets started, they should receive documentation as to the scope the committee is charged with. Jon Cilley noted that they would bring that up at the next Fire Commissioners Meeting.

Communications Tower

Bob Petrin asked if there was anything that should be made known to the committee as the process begins. Chief Sitar responded that last year the Fire Commissioners authorized a lease with a communications tower company to place a tower on the Park Street station property. Discussion ensued.

Lisa Martin commented that it could inhibit expansion of the Park Street Station. Discussion ensued.

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Old Business

No old business as this is the first meeting.

New Business

Meeting dates

Schedules were discussed to decide a regular meeting schedule. It was decided to meet the second and fourth Tuesday of each month at 5:30 pm. Meeting are to be no longer than 2 hours.

Architect and Engineers

Chief Sitar will have information from the engineers at the next meeting. Lisa Martin questioned if there was anything documenting their recommended scope of work. Discussion continued to regarding layout of Park Street. Cate mentioned that they were getting ahead of themselves and had not yet decided on a plan of action.

Options

Bob Petrin suggested 2 stations, similarly built but one containing office space and the other containing training/meeting space. Tom Beaulieu asked if it had been brought up in recent town meeting that the main hub needed to be in Tilton as it had been in the past. Chief Sitar stated that he believes there should be a station in the area with the most calls and that response time is a prime factor in choosing a location. Discussion ensued.

Requirements & Needs

Kevin Cate asked how many firefighters work per shift and what vehicles we have that will need garage bays to get a better understanding of the space requirements. Chief Sitar responded, 3 career members per shift and the vehicles are 2 ambulances, 2 engines, 1 ladder truck, 1 tanker, 1 rescue, 1 utility 6-wheeler on a trailer, 1 utility truck, 1 forestry, and a boat on a trailer. Discussion ensued.

Tom Beaulieu asked what codes need to be followed when planning this building. Chief Sitar responded that building code is the minimum to follow and the NFPA is not a requirement in New Hampshire but many of their requirements make sense. Discussion ensued.

Todd Odell asked about a public survey to get input from the community as to what they would like to see. Discussion ensued. Discussion continued regarding requirements and goals

Adjournment

Bob Petrin made a motion to adjourn. Kevin Cate seconded the motion. Meeting adjourned at 7:07 PM.

Respectfully submitted,
Beth Joslin
Clerk

Next Meeting Date, Time, Place: 6/11/19 at 5:30PM. Meeting to be held at Tilton Town Hall,
Downstairs Meeting Room, 257 Main Street, Tilton