

Tilton-Northfield Fire & EMS 2021 Fire Station Building Committee Meeting

Meeting Called By: 2021 FSBC

Date, Time: 01/12/2022, 5:30 PM

Transcribed By: Beth Joslin

Location: Northfield Town Hall
21 Summer St, Northfield

Call to Order

Kevin Cate called the meeting to order at 5:06 PM.

Attendance

Commissioner Jon Cilley, Firefighter Derek Farrell, Kevin Cate, Kevin Waldron, Tim Sattler

Public: Alan Clark of REI Service Corp.

New Business

Alan Clark & REI Service Corp

Alan Clark Introduced himself and his background and discussed the basics of what his company offers. He is not a builder but a project manager. They help with hiring an architect & contractor, making sure the project is what everyone expects, and aims for it to be ahead of schedule and under budget. He went on to discuss a recent project in North Conway.

He assured the committee that the project will be what the community needs not just wants. REI uses a system that will get it approved and completed ahead of schedule and under budget.

Kevin W commented that what caught his attention when Alan presented at the Commissioners' meeting was "on schedule, under budget" and "wants vs needs". Kevin C commented that he liked those statements as well. Kevin W stated that municipal projects have a tendency to blow the schedule and go over budget so working someone with a history of under budget and on time he sees no downside to.

Kevin W asked if what REI does is similar to Clerk in the Works. Alan stated that they were different. Clerk in the works is on the site everyday and checks over everything as it comes in and is the owner's eyes on the project. REI comes in very early, start by identifying the wants, then address what the needs are. They create a plan for now and the future as well as monitoring the project as its built.

Kevin talked about the conclusions of the previous building committee being that they are looking to build one station at Park Street, because the district owns the property and there is plenty of space.

Alan stated that anything built will have to be sprinklered and if it is attached to the existing building that will need to be sprinklered as well. If it is two stories it will have to have an elevator, but you could have mezzanine without elevator. They also need to remember that stairwells & elevators equal square footage. Kevin C stated that for that reason they chose to do a single-story building.

Alan stated that they want to focus on making a durable building with a sensible layout. He used examples such as a negative pressure room, set up so gear/firefighter never goes through "clean area" when returning from a call. He also talked about radiant heat in the bays along with Modine units in the corners which will help get vehicles back in service faster when there are freezing temperatures.

Alan also spoke about some of the things that make them successful on these projects including; holding weekly meetings and holding people accountable.

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Kevin W asked about frame. Alan discussed wood vs block and types of insulation. Extensive discussion regarding building options and other stations REI has helped build.

Tim asked how REI is paid. Alan said there are two parts. First is hourly than once there is a budget it is a percentage of the budget usually 3-4%. Often times they are able to save clients that much or more.

Commissioner Cilley talked about how the committee has fallen into some pitfalls that Alan talked about that committees he's worked with have done in the past.

Kevin C asked how Alan found out that Tilton-Northfield Fire District was looking to build a station. Alan said he wasn't sure exactly he believes he may have read something in the paper but both his sons live in Northfield and he is friends with Kevin Lachapelle so it is possible he heard it from one of them. Alan specified that the Chief did not approach him about this.

Kevin C asked in regards to needs vs wants how does Alan determine what our needs are? Alan replied that he has an extensive background and experience in the fire service but they also have managed the build for several fire stations and they know what size offices need to be etc.

Contractor/Design Build Companies

Tim said Alan mentioned a building company that he has had experience with before and asked if they should reach out to them. Kevin C replied that he would not be reaching out to any more companies as one of the companies he spoke with was concerned with how many other companies they had requested proposals from. Tim noted that Kevin Barker & Warren Street were involved as architects in at least two presentations and that there was some hesitation with working with them. Kevin C. commented that he is not sure about Warren St. Barker had worked at Warren St then went on his own, he does not have a problem working with another architect from Warren Street.

Meeting Minutes

October 13, 2021 Meeting Minutes

Tim made a motion to accept the minutes of October 13, 2021 as written. Commissioner Cilley seconded the motion. There being no discussion, vote was taken. Motion passed.

November 10, 2021 Meeting Minutes

Tim made a motion to accept the minutes of November 10, 2021 as written. Commissioner Cilley seconded the motion. Kevin W asked who attended the meeting. Kevin C listed the members present at the meeting. There being no further discussion, vote was taken. Motion passed.

December 8, 2021 Meeting Minutes

Tim made a motion to accept the minutes of December 8, 2021 as written. Kevin W seconded the motion. Kevin W asked who attended the meeting. Kevin C listed the members present at the meeting. There being no discussion, vote was taken. Motion passed.

Old Business

Comments on REI proposal

Kevin C asked the committee's opinion of REI and the service they can offer them. Commissioner Cilley stated that he feels that it would be a good idea to have him on board to help get the ball rolling and things approved and then see from there. Kevin W stated that he feels the committee should forward a recommendation to the commissioners to have REI send a proposal with an outline of services and cost.

Kevin W made a motion to that the building committee recommend the commissioners request a proposal from REI Services. Commissioner Cilley seconded the motion. Commissioner Cilley

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noted that the chair should submit the recommendation in writing to the commissioners. Kevin W asked if they would be able to use the Design fund to pay REI. Discussion ensued regarding where funds to pay for this service would come from. Being no further discussion, vote was taken. Motion passed.

Design Build Proposal Review

Commissioner Cilley suggested that they table proposal review. Kevin C commented that he was going to suggest the same thing. Tim commented that he was impressed with the level of detail and would like to have time to review the packets.

Commissioner Cilley made a motion to table proposal review. Kevin W seconded the motion. Being no discussion, vote was taken. Motion passed.

Kevin C will ask that the Commissioners to address the recommendation at their next meeting so that the committee can get things moving along with the contractors as they are expecting to hear in the next few weeks regarding who the committee has chosen to interview.

Committee Membership

Kevin C noted that when the committee was formed that if a member missed two or more meetings that they would make a recommendation to the commissioners for that person to be relieved from their seat on the committee. He stated that Julia Chase has missed three meetings.

Commissioner Cilley suggested that Kevin C reach out to have it posted on the town sites that they are looking for members. Kevin C stated that he feels it needs to be posted to social media as well. Commissioner Cilley suggested that the task be sent to the commissioners to delegate to someone more official to post

Other Business

No Other Business.

Adjournment

Kevin C adjourned the meeting at 7:07 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place:

February 9, 2022 at 5:30 PM
Northfield Town Hall
21 Summer Street, Northfield, NH