

Tilton-Northfield Fire & EMS

2021 Fire Station Building Committee Meeting

Meeting Called By: 2021 FSBC

Date, Time: 07/11/2022, 5:30 PM

Transcribed By: Beth Joslin

Location: Tilton Town Hall
Main Street, Tilton, NH

Call to Order

Kevin Cate called the meeting to order at 5:41 PM.

Attendance

Commissioner Jon Cilley, Kevin Cate, Tim Sattler, Lisa Martin, Paul Blaisdell and Chief Michael Sitar

Meeting Minutes

Minutes were tabled till the next meeting.

Old Business

Review RFQ

Kevin C stated that at the last few work sessions they have been working on the Request for Qualifications and score sheets. He commented that Tim and Paul were not at the last meeting and they would like their input. Discussions ensued regarding the items on the scorecard.

Commissioner Cilley made a motion to accept the draft Construction Management score card. Paul seconded the motion. Being no further discussion, vote was taken. Motion passed.

Building Design Conference

Paul commented that he looked through some of the power points that were shared from the conference but would like to know what Commissioner Cilley learned that would benefit the committee.

Commissioner Cilley stated that he found the conference very beneficial, he had the opportunity to sit one on one with someone and discuss their basic plans. He also has a lot of references for people they can consult with in this process. He discussed some of the things he learned regarding clean zones and drainage.

Paul asked if there was anything Commissioner Cilley learned that could benefit them right now where they are in the process. Commissioner Cilley stated that he did not learn much on that, but that it was stressed to hire the right contractor and avoid making changes once building starts. Adding that there was not a lot of talk about design build. Chief Sitar commented that they could always send the plans to one of these architects to review because all they do is design fire stations. Discussion ensued regarding architects & site managers.

Review RFQ

Lisa commented that she provided them with both a clean copy and one that shows the edits that have been made. Discussions ensued regarding an owner's representative, clarification of part 6, and formatting changes as they reviewed that RFQ.

Discussions ensued regarding publishing and advertising the RFQ and the timeline after they give it to the Commissioners, lawyer and Primex for review.

Future meeting were discussed.

Paul made a motion to accept the draft Request for Qualifications/Proposals document with the changes discussed. Tim seconded the motion. Discussion ensued about labeling it with draft and the date. Being no further discussion, vote was taken. Motion passed.

Other Business

There was no other business.

Adjournment

Kevin Cate adjourned the meeting at 6:50 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place: TBD