

Tilton-Northfield Fire & EMS

2021 Fire Station Building Committee Meeting

Meeting Called By: 2021 FSBC

Date, Time: 11/28/2022, 5:30 PM

Transcribed By: Beth Joslin

Location: Tilton Town Hall
Downstairs Meeting Room
257 Main Street
Tilton NH

Call to Order

Kevin Waldron called the meeting to order at 5:35 PM.

Attendance

Commissioner Jon Cilley Kevin Waldron, Firefighter Derek Farrell, Tim Sattler, Lisa Martin, Paul Blaisdell and Chief Michael Sitar

Old Business

Choose Chairman

Kevin stated that they need to choose a new chairman and will also need to choose a vice chairman as he will be stepping down from the position. Discussion ensued regarding choosing a chairman and vice chairman.

Kevin nominated Paul Blaisdell for Chairman. Commissioner Cilley seconded the nomination. Being no discussion, vote was taken. Motion passed.

Kevin nominated Tim Sattler for Vice Chairman. Commissioner Cilley seconded the nomination. Being no discussion, vote was taken. Motion passed.

Meeting Minutes

April 27, 2022 Meeting Minutes

Tim made a motion to accept the minutes of April 27th as written. Lisa seconded the motion. There being no discussion, vote was taken. Motion passed.

May 18, 2022 Meeting Minutes

Tim made a motion to accept the minutes of May 18th as written. Kevin seconded the motion. There being no discussion, vote was taken. Motion passed.

July 11, 2022 Meeting Minutes

Tim made a motion to accept the minutes of July 11th as written. Paul seconded the motion. There being no discussion, vote was taken. Motion passed.

September 12, 2022 Meeting Minutes

Tim made a motion to accept the minutes of September 12th as written. Paul seconded the motion. There being no discussion, vote was taken. Motion passed.

September 26, 2022 Meeting Minutes

Tim made a motion to accept the minutes of September 26th as written. Lisa seconded the motion. There being no discussion, vote was taken. Motion passed.

New Business

Pre-Proposal Meeting

Lisa commented that two sites were proposed to the contractors as well as preferences of various plans. Lisa felt that it muddied the waters and makes it harder for them to bid. She

believes they should clarify what the contractors are bidding on. Chief Sitar stated that he believed there were questions regarding that from the contractors. Lisa reviewed the response and clarification that she had written up.

Commissioner Cilley discussed the Sanborn Road property, price, land swap details and how they had been waiting on that information to make a decision.

Kevin asked how many contractors showed up to the meeting. Chief Sitar stated that there were four.

Discussion ensued regarding specifying the RFQ is for Park Street and that they can always change the scope later.

Pre-Bid Questions/Answers

The questions and the Chief's answers were reviewed and extensive discussion followed regarding the answers and wording.

Commissioner Cilley made a motion to accept addendum 1 to the design build services with the answers discussed pending final review and acknowledgement by email of all committee members. Kevin seconded the motion. Being no discussion, vote was taken. Motion passed.

Members

Committee membership was discussed. Chief Sitar commented that they are still advertising for membership.

Other Business

There was no other business.

Adjournment

Derek made a motion to adjourn. Tim seconded the motion. There being no discussion, vote was taken. Motion passed.

Meeting adjourned at 6:50 P.M.

Respectfully submitted,

Beth Joslin

Beth Joslin
Office Clerk

Next Meeting Date, Time, Place:

December 15, 2022 at 5:30 PM.
Tilton Town Hall, Downstairs Meeting Room,
257 Main Street, Tilton NH