

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

Meeting Called By: Jon Cilley  
Transcribed By: Beth Joslin

Date, Time: June 25, 2019, 5:30 PM  
Place: Tilton Town Hall, Downstairs Meeting  
Room, 257 Main Street, Tilton

Jon Cilley called the meeting to order at 5:30 PM.

### **Present:**

Tim Ames, Fire Commissioner Jon Cilley, Kevin Waldron, Chief Michael W. Sitar, Lisa Martin, Tom Beaulieu, Todd Odell, & Kevin Cate.

Also in attendance: Keith McBay (Bonnet, Page and Stone) and Kyle Barker (Warren Street Architects)

### **New Business**

Cilley makes a motion to address new business first, Lisa Martin seconded the motion.

### **Engineers**

Cilley addresses the engineers letting them know in brief what the committee has addressed thus far.

Kyle stated that they had been tasked with getting the civil engineer going with studies and doing surveys. They are just waiting for the contract to be finalized. Chief Sitar noted that it is currently being looked at by legal representation.

Kevin Cate asked whether there was a contract with Bonnet, Page, & Stone. Keith replied no. Chief Sitar stated that they had gone through an RFP process to hire a construction manager and BPS won that process.

Keith asked how they wanted to proceed with the options, as designing multiple projects can get expensive. To help focus the design they can talk about square foot limitations and analyze those options. Kevin Waldron asked what the maximum square footage of Park Street could be. Keith replied that he believed in the previous civil survey done, the property could accommodate at single story up to 10,000 square feet. Kyle cautioned against 2 floors, especially at Park Street station. The break even cost is approximately 20,000 square feet along with adding an elevator and two stairways takes up so much space. Cate asked for specifics requiring an elevator. Discussion ensued.

Kyle stated that using the current space all or partially could make some economic sense.

Cate reiterated his thoughts from previous meetings that they are getting ahead of themselves and have not yet voted on whether they want one or two stations. Discussion ensued.

Cate noted that the main factors in narrowing down the project are response time and cost. Discussion ensued.

Chief Sitar noted that at this time the property on Sanborn Road is off the table. It was agreed that would limit the possibility of two stations. Discussion continued about other available properties.

Waldron asked if there would be an issue with having administration separate from the main station. Chief Sitar replied no, but that it would be easier all in one building.

Waldron asked the engineers how much if any work can be done to the current building before it is required to meet all the current standards and codes. Kyle replied not much at all can be done without having to bring it up to current codes but also you want to bring it up to code if that is going to be the main station.

Martin mentions building new versus renovating Park Street and what the cost difference may be. Discussion ensued.

Cilley asked what the cost of an elevator would be if they had two floors. Keith replied that it would be at least \$100,000 for 2 floors and 2 wooden staircases would be an additional \$100,000+. Discussion ensued.

Engineers left the meeting.

### **Communication Tower**

Chief Sitar presented committee member with two plans for potential locations and right of way for the communications tower. Discussion ensued. Chief Sitar noted that the tower placement would be discussed at the next commissioners meeting.

### **Old Business**

Last week's walk through: Filling in members who missed walkthrough as to some of the things they found.

### **Park Street as main station**

Martin directs focus to the 4 options they were given. Waldron asks whether they should even look at the options when Park Street seems to be the best option and most like option to pass. Discussion ensued.

### **Pros & Cons: Park St Main Station**

Pros:

- Better functionality for department

Cons:

- Longer response time (2/3 of calls are in Tilton)

### **Pros & Cons: 1 Station vs 2 Stations**

<b>Pros: 1 Station</b>	<b>Pros: 2 Stations</b>
<ul style="list-style-type: none"><li>• Operationally easier</li></ul>	<ul style="list-style-type: none"><li>• Response time</li></ul>
<ul style="list-style-type: none"><li>• Response time – depending on location</li></ul>	
<ul style="list-style-type: none"><li>• Less expensive than 2 new</li></ul>	
<ul style="list-style-type: none"><li>• Don't need duplicate systems</li></ul>	
<ul style="list-style-type: none"><li>• Decreased daily vehicle use</li></ul>	

<b>Cons: 1 Station</b>	<b>Cons: 2 Stations</b>
<ul style="list-style-type: none"><li>• Finding location</li></ul>	<ul style="list-style-type: none"><li>• Would need addition staffing</li></ul>
<ul style="list-style-type: none"><li>• Response time – depending on location</li></ul>	

**Pros & Cons: New Building in new location**

Ames shared a pros and cons list for a new building at a new location from a 2012 building committee he took part in. And the committee added to it.

Pros	Cons
<ul style="list-style-type: none"> <li>• Meets all building and ADA codes and future needs</li> </ul>	<ul style="list-style-type: none"> <li>• Cost of new land</li> </ul>
<ul style="list-style-type: none"> <li>• Less disruption during construction</li> </ul>	<ul style="list-style-type: none"> <li>• No location known for station</li> </ul>
<ul style="list-style-type: none"> <li>• Possibility for leasable space, creating revenue</li> </ul>	<ul style="list-style-type: none"> <li>• More money to build a larger building/facility</li> </ul>
<ul style="list-style-type: none"> <li>• Sell current stations</li> </ul>	<ul style="list-style-type: none"> <li>• Potentially lose lease for communications tower if unable to subdivide</li> </ul>
<ul style="list-style-type: none"> <li>• Better public access</li> </ul>	<ul style="list-style-type: none"> <li>• Low sale value of current properties</li> </ul>
<ul style="list-style-type: none"> <li>• Better access to I-93 (depending on location)</li> </ul>	

**Informing the public**

Cate talked about how to educate the public of current conditions and why a new station is needed. Cate asked how many people actually know that the Park St. Station isn't manned and is just a garage. Discussion ensued.

**Resignation**

Waldron noted that there has been a resignation from the committee (Bob Petrin) and the commissioners will have to decide if there should be a replacement and the secretary position is now vacant. Discussion ensued.

Martin nominated herself for secretary, seconded by Odell. There being no discussion, vote was taken. Motion passed

Odell stated that a new station, in a new location is really just hypothetical because there is no good spot to put it, so they could be going through all the discussion for nothing.

**Adjournment**

Cilley adjourned the meeting at 7:30 PM.

Respectfully submitted,

Beth Joslin  
Clerk

Next Meeting Date, Time, Place: 07/09/19 at 5:30PM. Meeting to be held at Tilton Town Hall, Downstairs Meeting Room, 257 Main Street, Tilton