

Tilton-Northfield Fire & EMS

2021 Fire Station Building Committee Meeting

Meeting Called By: FSBC

Date, Time: 02/26/24, 5:30 PM

Transcribed By: Courtney Palmer

Location: Tilton Town Hall
257 Main St.
Tilton, NH 03276
Downstairs Meeting Room

Call to Order

Paul Blaisdell called the meeting to order at 5:32 PM.

Attendance

Lisa Martin, Commissioner Tim Sattler, Nate Langione, Paul Blaisdell, Dennis Manning, and Chief Michael Sitar.

UNH Survey Center: Sean McKinley

Old Business

Paul asked Sean how much the Committee needs to pair down from their original survey. Sean responded that they need to get it down from six pages to four pages, including the last page that has information used by the post office.

Lisa asked if they could have an information sheet included with the survey that will not be sent back. Sean responded that that could be done but would incur additional costs from the post office.

Sean commented that the introductory portion may be the easiest to cut down. He added that you don't want to overwhelm respondents with too much explanatory content at the beginning of the survey. Discussion ensued.

Discussion ensued about the format of specific questions and the need for certain questions about demographics and voting.

Lisa suggested ranking the questions in order of most necessary to least necessary. Extensive discussion ensued about what to change and what to keep.

After reviewing all the questions and making changes, Sean mentioned that the Committee needs to cut about half a page.

Commissioner Sattler asked Sean if he could clean up everything the Committee had discussed and send that to the Chief. In the meantime, they will work on the portion at the top.

Discussion ensued about the first and second paragraphs. Revisions were made to shorten the introductory paragraphs.

Commissioner Sattler asked if the TNFD website would be on the survey. Nate responded that it is in one of the questions. Discussion ensued about adding it elsewhere.

Chief Sitar stated he would distribute the survey once he receives the revised version from the UNH Survey Center.

Next Meeting

The next Building Committee meeting will be on March 11th, 2024.

Minutes

Dennis made a motion to approve the 01.22.24 meeting minutes. Commissioner Sattler seconded the motion. There being no discussion, a vote was taken. Motion passed.

District Meeting

Commissioner Sattler asked if the Committee would like to provide an update on what they have been working on. Paul stated that he could write an outline to be presented at the district meeting.

Adjournment

Dennis made a motion to adjourn the meeting. Commissioner Sattler seconded the motion. There being no discussion, a vote was taken. Motion passed.

The meeting was adjourned at 7:49 P.M.

Respectfully submitted,

Courtney Palmer

Courtney Palmer

Administrative Assistant

Next Meeting Date, Time, Place:

March 11, 2024, 5:30 P.M.

Tilton Police Station

Community Meeting Room

45 Sanborn Rd.

Tilton, NH