

**Fire Station Building Advisory Committee**  
**July 18, 2006**  
**Town Hall Annex**

Vice Chair Parker called the meeting to order at 1905 hours

Committee members present: Peter Brothers (Board of Selectmen's Representative)  
Jason Cornellissen  
David "Bud" Larrabee  
Steve Nedeau  
Chuck Palm  
Dave Parker  
Carl Smith  
David Sticht

Members absent with notice: Wayne Bredvik  
Bob Flanders  
Carol Granfield  
Ann Sprague  
Karen Sticht

**ACCEPTANCE OF MINUTES:** A motion was made to accept the minutes of the Committee meeting of July 11, 2006 by Nedeau and seconded by D. Sticht. Two corrections were discussed and accepted which included a spelling correction and the addition of the Chair and Vice Chair's contact information. Voted unanimously to approve the minutes, as corrected.

**DOWNTOWN STATION DISCUSSION:** A review of a Town wide map was conducted, including how the insurance rating authorities view the relationship of a station location and the area served by the respective station. An overlay was used to obtain a better appreciation of the area that is within a station service area. It was agreed that as we look to the future, the need to provide space for additional large apparatus at the Downtown Station is not of major concern, except for the aerial and perhaps an ambulance(s). Should there be a need for another engine, housing it in a sub-station to be located in the eastern section of Town (Meredith Neck, Route 25 East) would be the best approach, as the apparatus would be housed closer to the source of need.

**MUTUAL AID:** Sticht raised a question of how mutual aide tied into all of this. It was pointed out that this is a very appropriate question and is probably best answered by discussing the purpose of mutual aide. First and foremost, all cities and towns are expected under statute to provide for their own fire/ambulance service needs. Once those needs are exhausted then the request for mutual aide is appropriate. Several examples were given, such as a major single incident where all of the local manpower and equipment were deployed and additional equipment/ manpower was needed – mutual aid becomes the source of this additional equipment/manpower. Often times the need is not just when a Town has a major incident, it could be where there are a number of smaller incidents, such as a large wind/lightening storm going through the Town. In this case mutual aide may be called to have equipment/manpower cover a station so that the local Department can effectively concentrate on the emergency. Also often times various Towns/ cities will work together and have specialty equipment available that can be shared when necessary. A good example of this is the breathing air compressor and portable cascade system that Meredith obtained a few years ago with a Federal grant. Part of this grant writing process included the demonstration that this equipment would be compatible with surrounding towns and could be made available if deemed necessary.

**TOUR OF STATION AND LAND:** A tour of the station property was conducted, including a review of the plot plan prepared by Dolan & Associates which reflects all set backs, utility easements, etc. Items discussed during this tour included: the need to protect turn-out gear from contamination by exhaust; exhaust removal; apparatus height and width requirements and the resulting added cost for any trucks acquired; energy code improvements needed; lack of additional space for ambulance, if needed in the future; some additional office and small conference room; and, should construction occur, then provision should be made for a full time personnel.

After the physical tour, discussion included as to what research has been done relative to finding another location should this site not handle the necessary construction and/or the possibility of acquiring some additional land should expansion of the building footprint be necessary.

It was agreed that by next meeting some additional work/research be conducted. Primary accomplishments to be achieved: Bud to research adjoining property; Palm to pull out prior data on research of offsite properties; Parker to work with Smith and Cornelissen on presentation of some of the work done by the internal department building committee and Palm will work on getting a smaller version of the town map and also contact ISO regarding the insurance rating travel distance concern.

Parker reminded everyone that the next meeting will be August 1, 2006 at 1900 hours at the Town Hall Annex and if you are unable to attend please be sure to notify either the Chair or Vice Chair. Their contact information is as follows: Chair at 387-1409 or by email at [robertflanders@verizon.net](mailto:robertflanders@verizon.net); Vice Chair at 279-9911 or by email at [deparker@meredithfire.org](mailto:deparker@meredithfire.org).

**ADJOURNMENT:** The Vice Chair, seeing that there was no further business to be brought before the Committee, requested a motion to adjourn. Motion was made, seconded and passed unanimously. Meeting was adjourned at 2137 hours.

Respectfully submitted, C. Palm