

## Meeting Minutes – March 29, 2016

### Public Safety Building Committee

Attending the meeting are committee members Carol McLeod, Mark Tocci, Eric Shears, Ralph Spencer, Bob Sinibaldi, Laura Mailman and Richard LeSavoy.

Presenting from HKT Architects, Janet Slemenda and Staci Villa

Meeting commenced at 6:00 PM

HKT presented a series of analyses of existing programming requirements for various combinations of departments. This was presented to assist the committee in refining some of the options as we move forward.

A summary of this information is as follows:

Department Combination	Initial programming - space require	Existing space
FD, PD, DPW Combined	58,177 SF	22,406 SF
Police & Fire Combined	32,950 SF	22,406 SF
Fire & DPW Combined	47,745 SF	22,406 SF
Police DPW Combined	41,022 SF	22,406 SF
Stand Alone Police	15,531 SF	22,406 SF
Stand Alone Fire	22,254 SF	22,406 SF
Stand Alone DPW	26,789 SF	22,406 SF

There was discussion around the concept of Police and Fire remaining in a renovated 16 East Main Street facility. If this were our objective, HKT would work with the two departments to refine the programming to possible fit in the existing space.

We then discussed four possible sites:

1. 106 West Main Street
2. 74 East Main Street
3. 1 Bear Hill Road
4. Emery Street Fields

HKT provided an analysis of each site and a grid the feasibility of the various combinations on each site. The 74 East Main Street site was the only one evaluated which could support all three departments in a new facility. One significant driver in this conclusion is the Fire Department's views on what is an acceptable location for response time to both the town and the 495 highway.

HKT also introduced a matrix that can be used for further site evaluation if we have multiple acceptable sites (which we do not).

The committee felt it was difficult to proceed further in evaluating other sites or to even refine the programming space without making some determination of the feasibility and cost associated with renovating the current public safety building.

We discussed the engineering work that would be necessary to determine feasibility and cost. There was discussion of HKT directing sub-contractors to perform this work or our working directly with an engineering firm. We asked if there are funds remaining in our agreement with HKT to perform this work and Janet felt like she needed to discuss this with the proposed engineering resources.

We agreed that the next step should be to perform this assessment. Janet was to respond back to Eric with her proposal.

The meeting adjourned at 7:20 PM