



# TOWN OF PLAISTOW 2012 Feasibility Study New Stand-Alone Police Facility

vs.

## Addition to Safety Complex

*Created by: Chief of Police Stephen C. Savage  
and Executive Secretary Sarah Gibbs*



# Public Safety Complex Building Committee (Est. 2001)



## BACKGROUND & CHARTER:

The Public Safety Complex Building Committee was chartered by the Board of Selectmen to examine current uses and future needs at the Plaistow Safety Complex and Elm Street Cemetery and to make recommendations for long-term resolution of any space need issues. A charge was developed and approved on August 28, 2001. The committee met for a review on November 10, 2003 and came up with a tentative draft. Since then, numerous committee meetings have occurred. The committee currently consists of:

- Police Chief – Stephen Savage, Co-Chairman
- Fire Chief – John McArdle, Co-Chairman
- Town Manager – Sean Fitzgerald
- Selectmen Representative – Daniel Poliquin
- Emergency Management Director – William Baldwin
- Building Inspector – Michael Dorman
- Budget Committee Representative – Neal Morin
- Budget Committee Alternate Representative – Martha Sumner
- Citizen Representative – William Query
- Recording Secretary – Sarah E. Gibbs



\* Meeting minutes can be viewed under the Police Department's link on [www.plaistow.com](http://www.plaistow.com)

# Scope of Efforts



- Formal space needs analysis completed by HKT Architects in 2004 - 2005.
- Current facility inadequate to meet 2012 Police Department and community needs.
- Evaluation of potential site locations in Town for Police Department.
- Support for an attached community room to be used by residents and organizations.
- Evaluation of stand-alone vs. shared facility.
- Overview of proposed next steps:
  - Funding
  - Architects
  - Design and Build

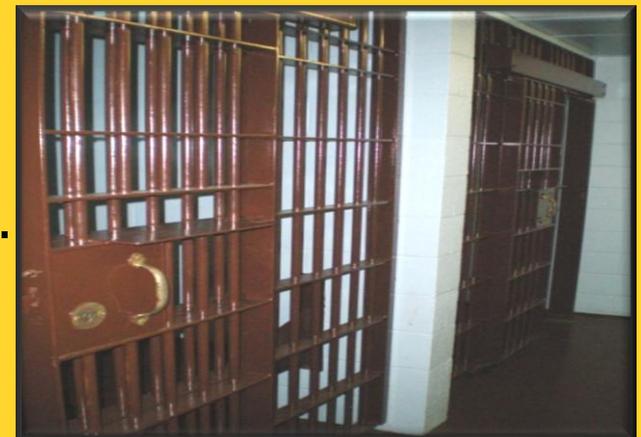


# Current Deficiencies (1)



## \*Commingling\*

- **Serious staff safety concerns throughout facility.**
- **Sight and sound prisoner separation issues.**
- **Juvenile v. Adult and Male v. Female prisoners.**
  - "Preventive detention" – No commingling.
- **No "soft" interview/holding area for juveniles.**
- **Cell block/booking room hazards for prisoners and Officers and also Emergency Medical Staff when called to assist Officers.**
- Poor electrical system.
- Inadequate equipment/supply storage.
- Gender equity/restrooms.



# Current Deficiencies (2)



- **Inadequate staff locker room space.**
- Undersized kitchen/meal-area for a 24/7 facility.
- Inadequate evidence storage/processing area.
- Two "off-site" storage facilities for second-tier evidence and equipment, risk of theft of evidence located at an "off-site" storage facility, as well as vandalism.
- Limited conference/interview areas.
- Undersized Communications Center.
- Sally Port inadequacies.
- **No administrative separation (security/safety/confidentiality concerns).**

# Current Deficiencies (3)



- No detective/investigative function area.
- Central records location not contiguous to records staff.
- Undersized impound area (no inside storage).
- Location of Emergency Management function in relation to Communications Center?
- **Poor staff/visitor parking lots.**
- **Poor egress in entering/exiting rear parking lot with high risk of head-on collisions.**

*\* This list is not exclusive.*



# Federal and State Accreditations



- The pathway to Department accreditation is through correcting antiquated building system deficiencies, reducing liabilities to the Town, employees, and service users, and establishing a much more systematic, certified dispensing of services. The operation of a modern, up-to-date facility is significantly improved if it's foundation is built on national/state accreditation standards.

# Possible On-Site Location (1)

## (Current Facility Location)



- Need to negotiate with abutter.
- Good neighborhood blend.
- Able to keep Police, Fire, and Emergency Management on same campus and share emergency power/resources.

- Close to Town Center (Town Hall, District Court, Library, and Pollard School).
- Utilities exist on current site.
- Easily accessible to public.

# Possible Off-Site Location (1)

(Town-Owned Property – McGurr Property)



- Route 125 – unable to turn left.
- Rejected by Army Corps of Engineers – wetlands.

- Buildable at rear of property only.
- Isolated.

# Possible Off-Site Location (2)

(Town-Owned Property – Penn Box Site)



- Too close to railroad.
- High risk for railroad incident.
- At grade crossing on Main Street, potential response delays.

- Centrally located.
- Excellent visibility.

# Possible Off-Site Location (3)

(Town-Owned Property – Old County Road next to #93)



- Not centrally located.
- Severe slope restrictions.
- Lack of visibility.
- Not conducive to the neighborhood.

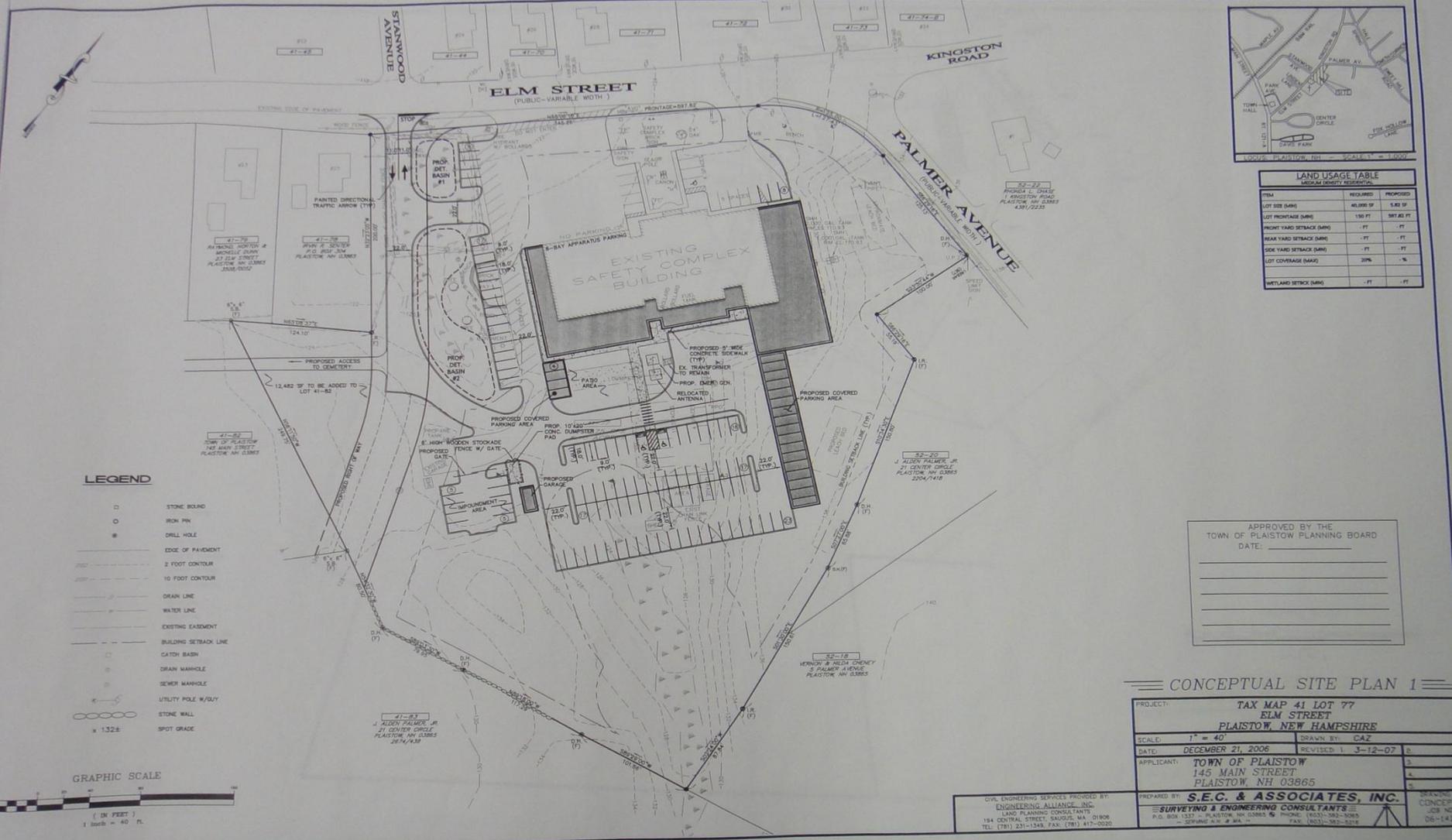
# Possible Off-Site Location (4)

(Privately-Owned – Rear of Plaistow Recreation Field/Old County Road)

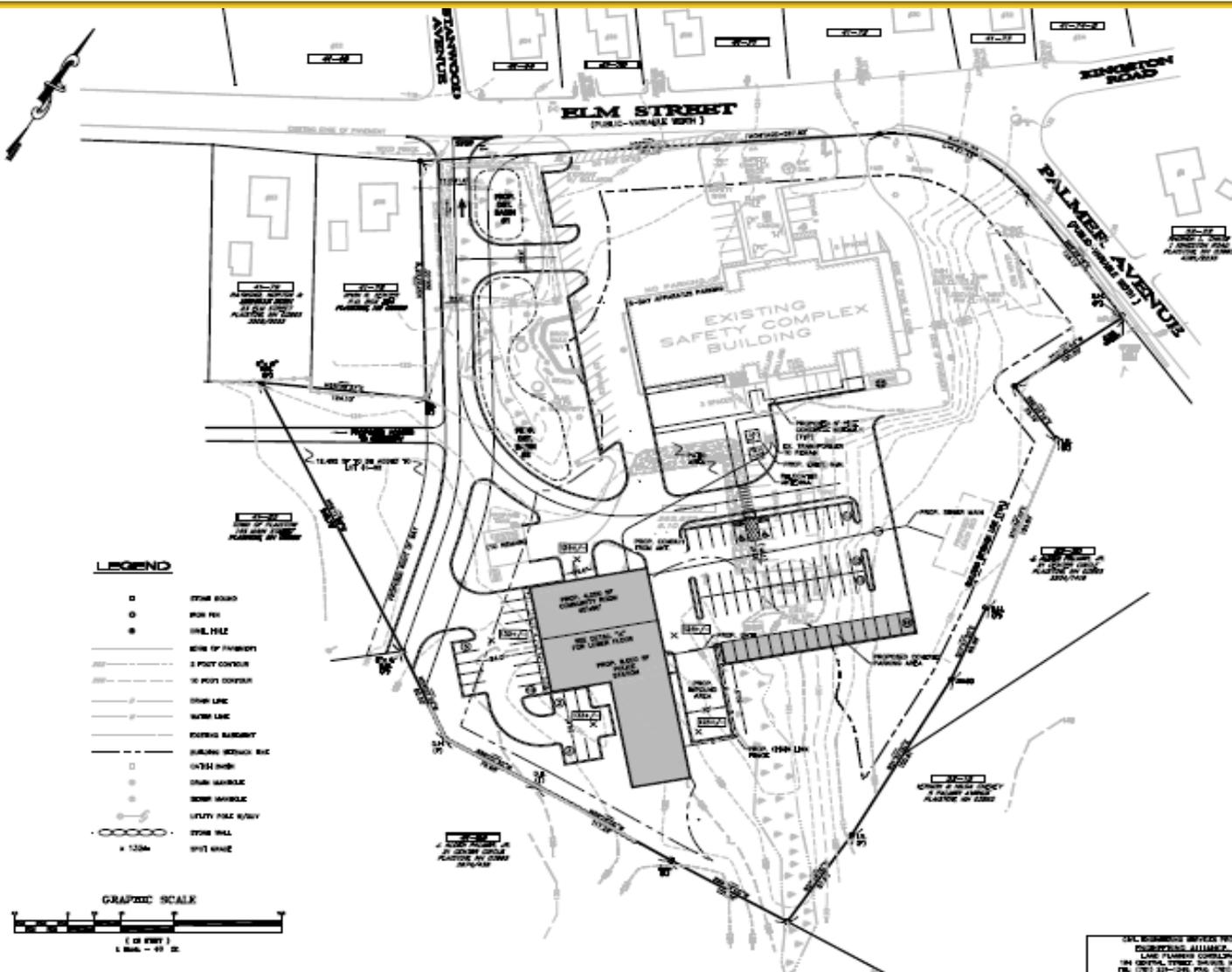


- Not centrally located.
- Needs to be purchased.
- Not accessible/visible.
- Plenty of room for facility.

# Option 1 of Building on Existing Site Location



# Option 2 of Building on Existing Site Location

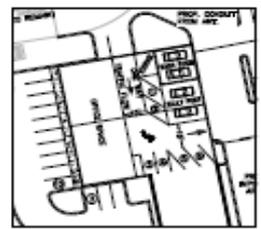


### LEGEND

- STAKE BOUND
- POLE POI
- UTM NILE
- BOUND OF PROPERTY
- - - - 3 FOOT CONTOUR
- - - - 10 FOOT CONTOUR
- DRIVE LANE
- DRIVE LANE
- EXISTING HIGHWAY
- BUILDING SERVICE BAC
- GATEH BOND
- DRIVE MANHOLE
- SEWER MANHOLE
- SAFETY POLE MOUNT
- STAKE WALL
- SPOT WARE



LAND USE TABLE		
USE	MINIMUM	MAXIMUM
RESIDENTIAL	100 FT	100 FT
LOT SETBACK	10 FT	10 FT
FRONT YARD SETBACK	10 FT	10 FT
REAR YARD SETBACK	10 FT	10 FT
SIDE YARD SETBACK	10 FT	10 FT
MINIMUM LOT AREA	1000	1000
MINIMUM LOT WIDTH	40	40



APPROVED BY THE  
TOWN OF PLAISLOW PLANNING BOARD  
DATE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### CONCEPTUAL SITE PLAN 2

PROJ. CTY:	TAX MAP 41 LOT 77	ISSUED BY:	CAZ
	ELM STREET	REVISED:	3-12-07
	PLAISLOW, NEW HAMPSHIRE		0.2-0-12
SCALE:	1" = 40'		
DATE:	FEBRUARY 12, 2007		
APPLICANT:	TOWN OF PLAISLOW 145 MAIN STREET PLAISLOW, NH 03885		
PREPARED BY:	S.E.C. & ASSOCIATES, INC. CONSULTING & ENGINEERING SERVICES P.O. BOX 1002 • PLAISLOW, NH 03885 • PHONE: (603) 761-1000 • FAX: (603) 761-1000 • WWW: SEC-ASSOCIATES.COM		

ALL DIMENSIONS UNLESS OTHERWISE NOTED BY CONSULTING ARCHITECT, INC.  
LAND PLANNING CONSULTANTS  
104 SOUTH STREET, SUITE 100, PLAISLOW, NH 03885  
TEL: (603) 761-1000 FAX: (603) 761-1000

# Chief and Deputy Chief's Offices



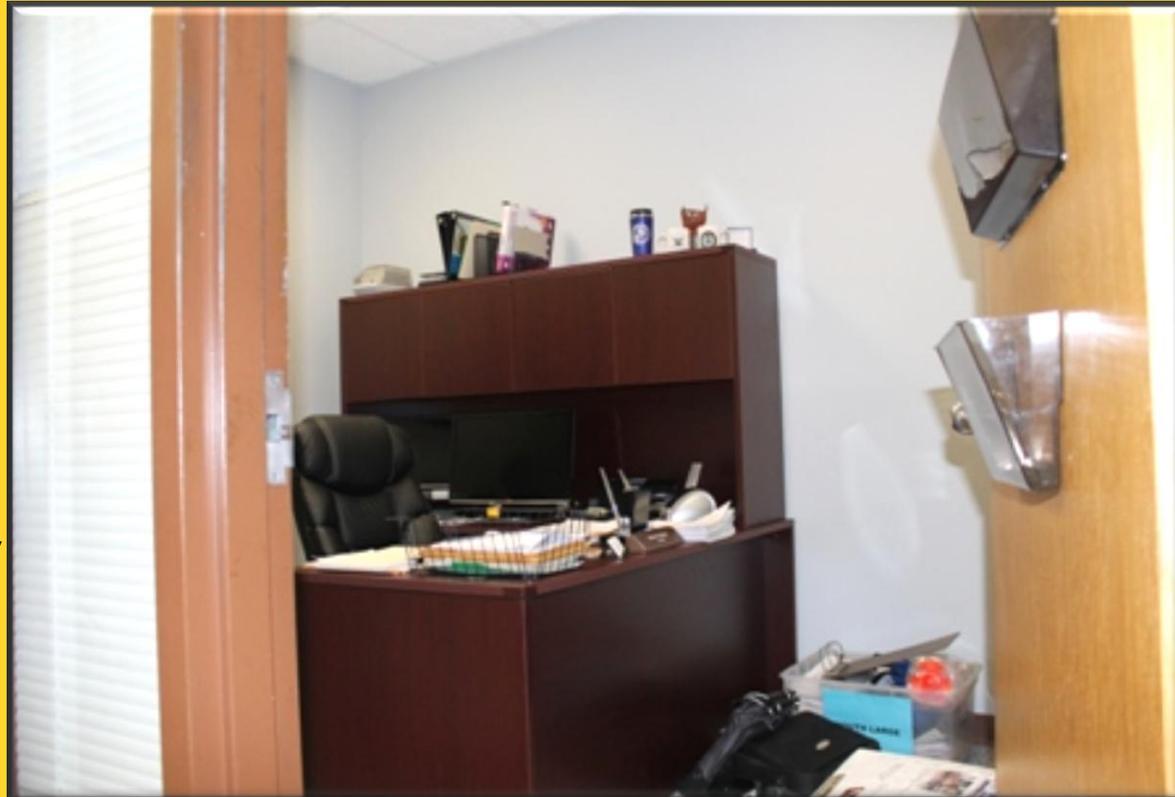
- Eliminated conference room to accommodate relocation of Deputy Chief's function.
- Needs small shared conference area for staff and public meetings.
- No bathroom/change area.
- No waiting area.
- Cramped
- **Limited confidentiality and privacy.**



# Operations Lieutenant's Office



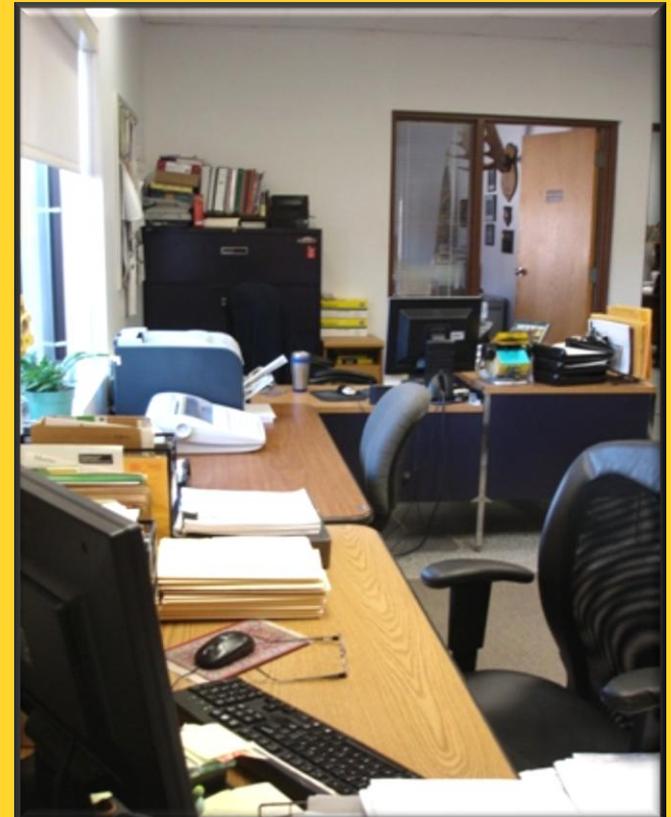
- Converted from Deputy Chief's former office.
- Substandard space.
- **No confidentiality or security.**
- No waiting area.
- No conference room.
- Currently also filling position of Emergency Management Director –limited space for this function.



# Poor Administrative Space



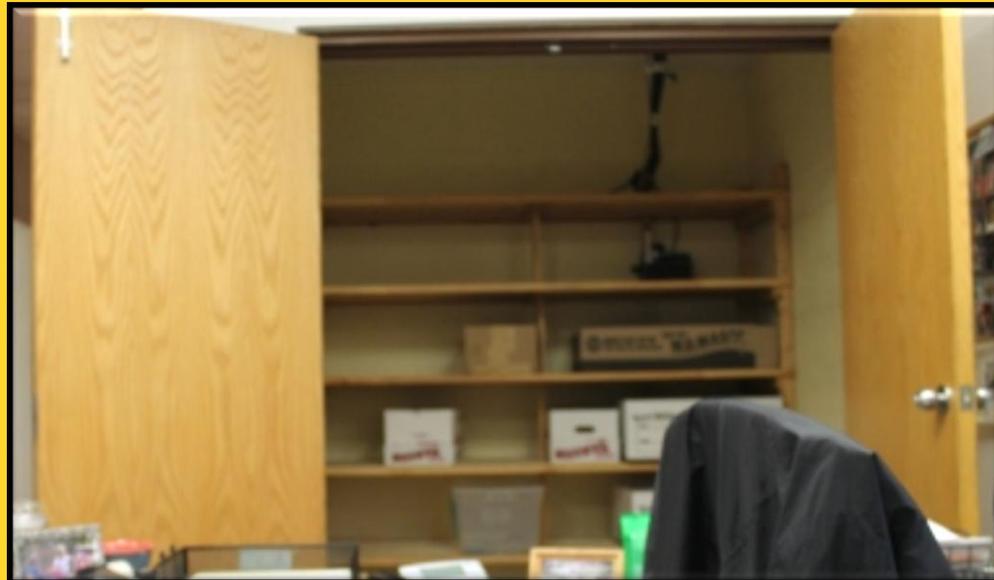
- Cramped, no space, or daily file space.
- Insufficient work area.
- No waiting area.
- **Limited confidentiality.**
- **No security (exposed to detainees).**
- Too much foot traffic.
- No separated bathroom area.
- No direct access to Central Records.



# Communications Server Secured Storage Area in 2012



- Federal and State Laws require communications server to be placed in its own secured/locked storage area.
- To meet requirements, converted administrative supplies closet to a secured/locked storage area for the server only.
- No longer have storage space for administrative supplies, using part of shift briefing/meal-room.



# Communications Center



- Extremely cramped.
- No bathroom, meal-room, or kitchen area due to inability to leave center.
- No locker area (public hallway utilized for locker space) - non-ADA compliant.**
- No supervisor's office.
- Limited security.**
- No storage area.



# Meal-Room, Shift Briefing Room Training Room, and Kitchen



- Space is substandard.
- No seating capability.
- Meal-room must be utilized also as the shift briefing room, training room, conference room, and storage area.
- Room not large enough for training purposes.
- Due to lack of space, copier must be kept in room.



# Administrative Safety Issues



- Staff safety concerns.
- Detainees utilize hallway under supervision of Officers.
- Non-ADA compliant.



# Prosecutor and Victim Witness Advocate's Offices



- 3 employees share 2 offices.
- **No confidentiality.**
- **No private waiting area.**
- No conference room.



# Armory



- Secured weapons and ammunition storage.



## Current Issue:

- ✓ Lack of security.

## Future:

- ✓ Enhanced security critical.
- ✓ Steel door (Pass-card system).
- ✓ Gun racks.

# Central Records



- Area is too small.
- No room for expansion.



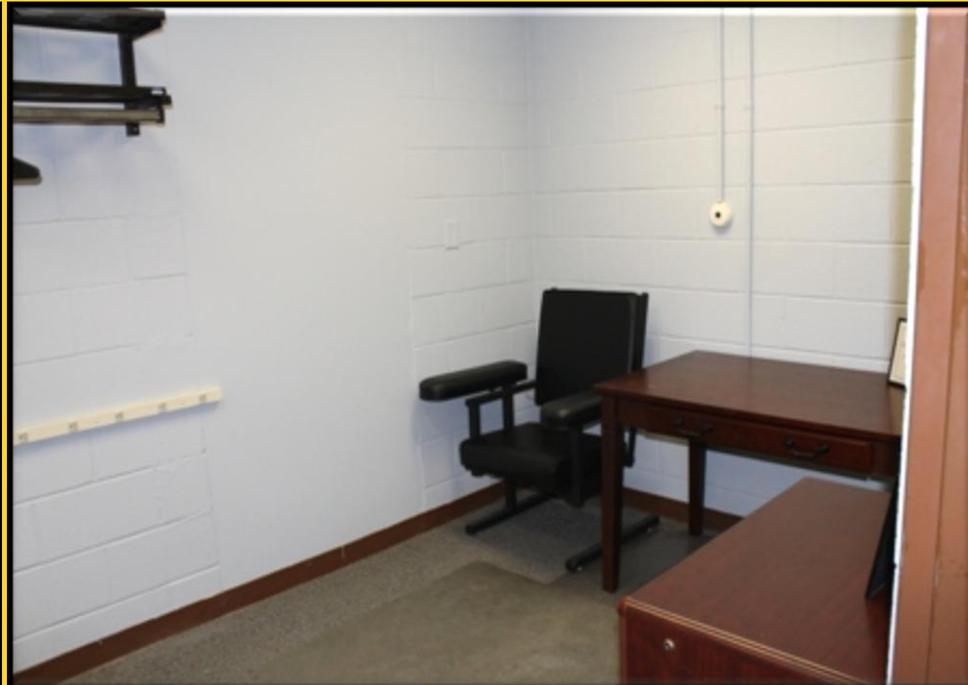
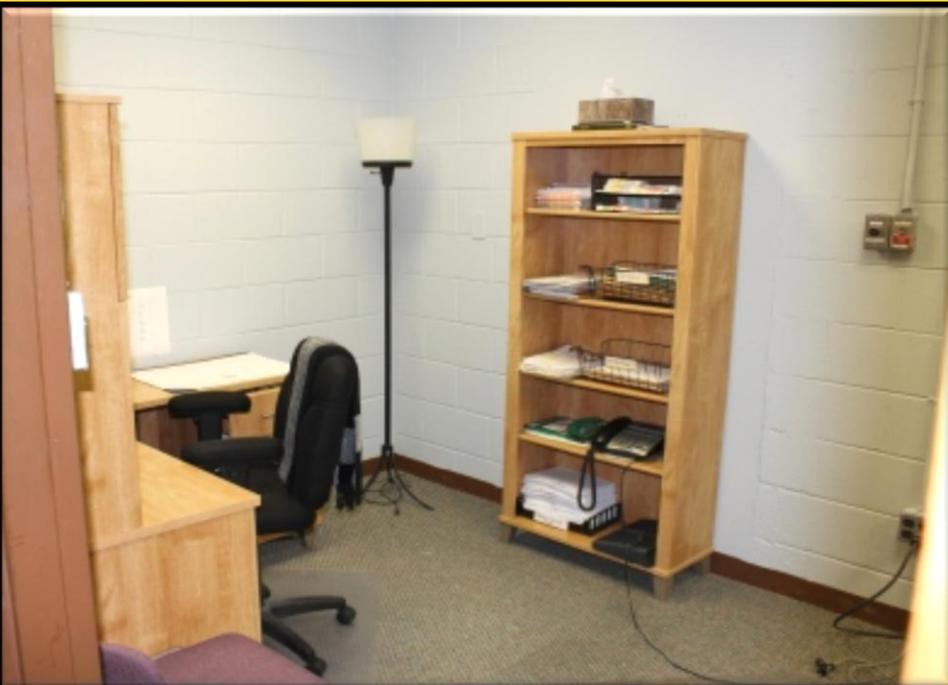
- No work space available.

# Records Clerk Office and Interview Room



- Converted from large interview/polygraph room to shared office space with Records Clerk.
- Lack of privacy – visual id of interviewees.**

- Lack of confidentiality.**
- Safety concerns for the Records Clerk.**
- No personal area due to space sharing.
- Lack of security – detainee foot traffic.**



# Men's/Women's Locker Rooms



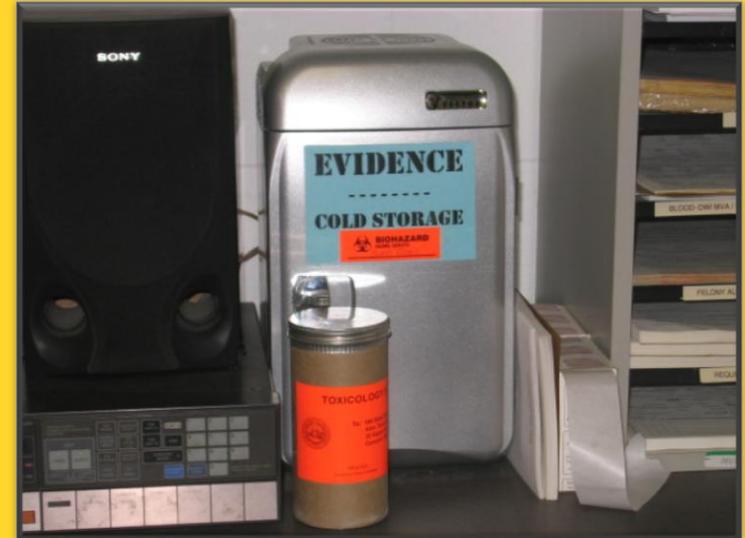
- Inadequate space and facilities for both.
- 24/7 department **REQUIRING** full facilities.
- Poor ventilation and drainage.
- Lacks space for fitness area for Officer training in order to maintain physical agility standards (every 3-years), as required by NH State Laws.



# Evidence Storage



- **One of our most important responsibilities!**
- Limited size.
- **Lack of secure lockers.**
- No refrigeration (pass-thru) for bio-hazard evidence (i.e. blood, bodily fluids, etc.).
- Storage in main hallway.
- Inefficient evidence processing area.



# Sergeant's Office



- Limited space.
- Shared by 3 supervisors.
- **No confidentiality.**

- No waiting area.
- **Frequently has numerous employees and civilian visitors.**



# Booking Room



- Severe Officer safety and security concerns, particularly if Emergency Medical staff is called to room.
- Too small for multiple bookings.
- No confidentiality.
- No sight/sound separation (adult/juvenile detainees).



- No booking separation.
- Non-compliant to Federal Standards and ADA for juvenile detainees.

# Holding Cells (4)



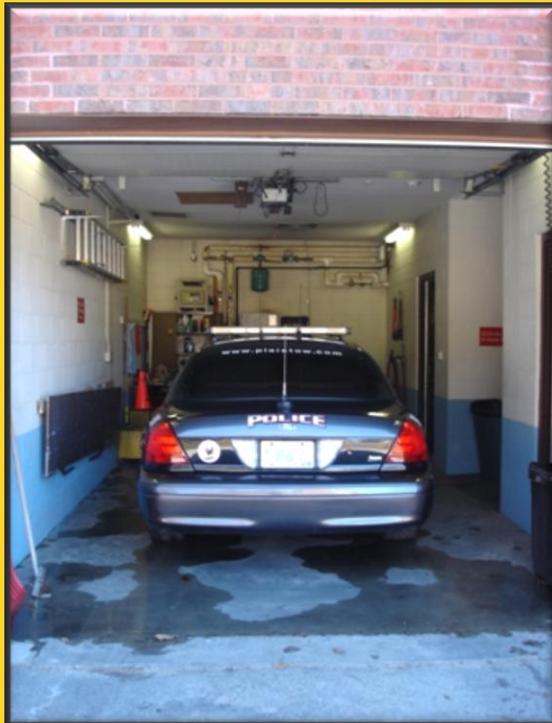
- Severe prisoner safety issues (suicide risks).
- Cell bars (1985) technology is major impediment to State/National Accreditation.
- No sight/sound separation by gender and age.



# Sally Port



- Access to Sally Port too narrow.
- Severely limited space.
- Overflow storage ends up here.
- Need for 2-3 bay at minimum.
- Non-existent storage space.



# Custodian and Mechanic's Storage/Office



- Limited space.
- No storage for supplies and tools.



# Quartermaster



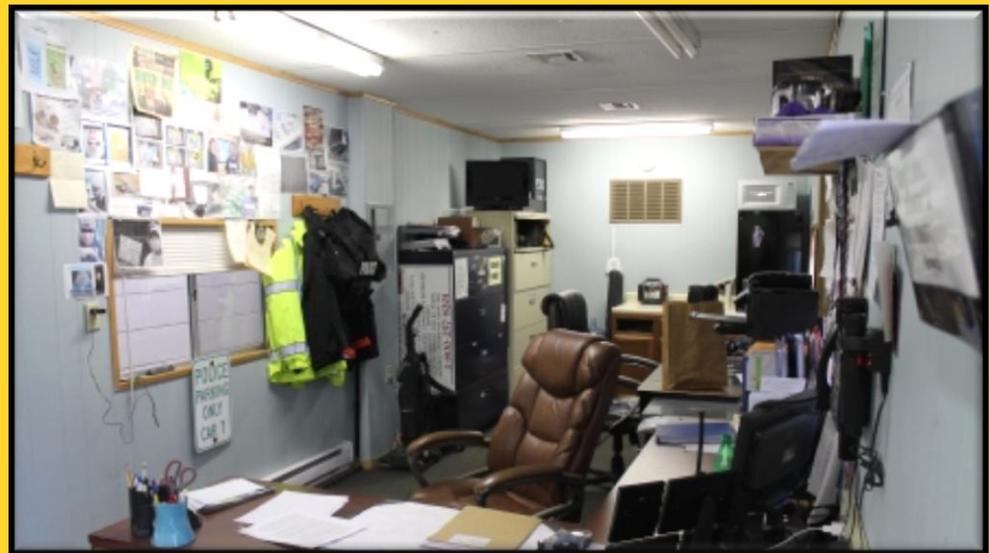
- Limited space.
- **Water leaks from Sally Port.**



# Investigations Mobile Office



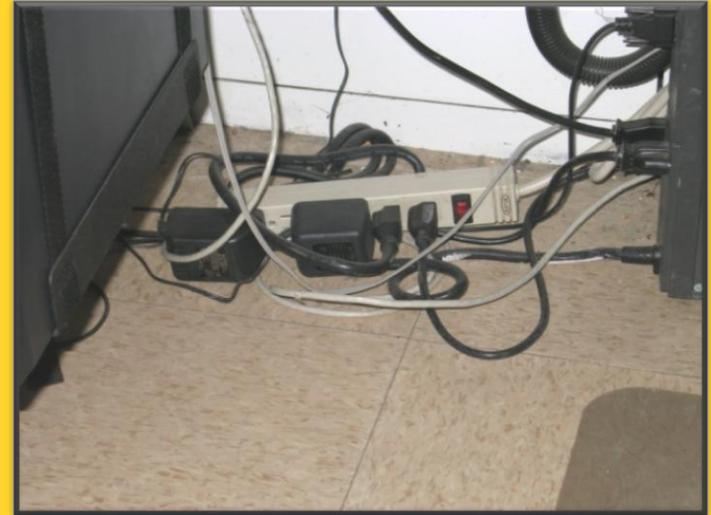
- **Severely limited space.**
- **Limited security.**
- **No confidentiality or privacy.**
- **No interview room (except in main building).**
- **No waiting area.**
- Separated from main building.
- **No restrooms or lockers.**
- Space utilized by 2 ½ assigned Detectives and numerous other law enforcement agents and task forces.
- Lack of high-tech equipment storage.



# Outdated Electrical and HVAC



- Ventilation system is original to building (1985).
- Original roof.
- HVAC units replaced once.
- Minimal upgrades to lighting have been made.
- General inadequacies in lighting.
- Electrical system original to building and not designed to handle 2012 demands.
- Other code compliance issues that were not required when structure was built.



# Summarization



- **Inadequate space for the staff and public.**
- Police facility location to the Public Safety Complex added as an after-thought in **1984.**
- Current facility of 5,000 square feet houses 29 full and part time employees.
- Unable to meet current codes due to lack of space.
- **Inadequate parking for staff and visitors.**
- Inadequate water and wastewater systems.
- **Lack of a basement and inability to structurally add a second floor.**
- Original roof, insulation, HVAC, and square footage.
- **Severe deficiencies, as noted, existed in 2005 when original studies began and worsened with each successive year, due to changes in Town demographics and staff growth.**

# Requirements for Fire/Rescue and Emergency Management Departments



- If a stand-alone police facility is built, the Fire Department will take over existing footprint of current police facility.
- Will need to rehab the current police facility to meet the Fire Department's needs.
- If a stand-alone police facility is built, Emergency Management will travel to the new police facility to be close to the Communications Center and Community Room.

# 2011 Town Long-Term Debt Report



The Town recognizes that the foundation of a well-managed community is having a sound debt strategy. As a community, from time to time, Plaistow has had to consider the timing and purposes for bond anticipation notes, capital outlay notes, grant anticipation notes, and tax and revenue anticipation notes. These financial tools are available to help improve the quality of decisions and support long-term financial planning, including multi-year capital plans for the Town's capital projects.

**The Town's long-term debt obligation is:**

**\$0.00**

# Questions/Discussion



**Facility must be constructed with a long-term life cycle!!**

**Bond Date????????????????????**

