



**Town of Plaistow
Public Safety Complex
Building Committee**
27 Elm Street, Plaistow, NH 03865



PUBLIC SAFETY COMPLEX BUILDING COMMITTEE MINUTES

MEETING DATE: Friday, September 6, 2013 @ 9:30 a.m.

PRESENT: Chief Stephen Savage, *Chairman*; Chief John McArdle, *Vice-Chairman*; Sean Fitzgerald, *Town Manager*; William Query, *Citizens Representative*; Michael Dorman, *Building Inspector*; Neal Morin, *Budget Committee Representative*; and Dennis Heffernan, *Budget Committee Alternate Representative*

EXCUSED: None

ABSENT: William Baldwin, *Emergency Management*; and Dan Poliquin, *Selectmen Representative*;

MEETING CALLED TO ORDER: 9:35 a.m.

PUBLIC COMMENT: No public present.

MINUTES: D. Heffernan motions to accept the minutes with the changes noted. Seconded by W. Query. All in favor, none opposed.

AGENDA:

New Business: None.

Old Business: Further discussion regarding the dredge and fill permits.

Chief Savage speaks about the current dredge and fill permits the Town has for the frog pond to work on the drainage and that they made a recommendation to the Board of Selectmen to have it completed. Explains how the permits have been extended with the State of NH twice. M. Dorman mentions the permits will expire in spring 2015.

Chief Savage explains that he doesn't have solid numbers to complete this project other than a ballpark of \$100,000/\$150,000. M. Dorman explains that he will have solid numbers coming.

Chief Savage explains that the plan has been completed by SE Cummings. Comments about the Board of Selectmen's reservation to proceed further at this point. Believes they want solid numbers and references how the Committee would like to use part of the unexpended fund balance to fund the project to hopefully complete it this fall.

S. Fitzgerald explains that the Board of Selectmen discussed the issue and had concerns about how the drainage would be coordinated. Comments how he didn't have a detailed history to provide them and would like to go back to them with more specific information. Explains how he

spoke with M. Dorman about the extensive work that SE Cummings did back in 2004/2005 and how it would make sense to go over everything once more to get a better idea of how drainage would be effected if the Town filled the frog pond and then go back to the Board of Selectmen with this additional information. Finally, suggests speaking with NH DES to insure that no new regulations have gone into effect that might change anything.

D. Heffernan questions if what Sean is saying is that they need to go back and survey the land. S. Fitzgerald is not sure that's necessary and would like to take a good look at what's been completed so far. Mentions the preliminary engineering has been completed and defers to M. Dorman.

M. Dorman states the concept was for the building and not the drainage. Explains the drainage would be used whether a new build was completed or an addition was added to the existing building. States that the bidder, Busby Construction, has all the necessary information to provide them a solid number. Mentions that they're creating two new ponds with a driveway between the road and the Safety Complex so, they're not eliminating it, they are actually mitigating it and making it into two fenced in ponds.

Chief McArdle comments about the key point M. Dorman made, which is that they're not eliminating it but are actually improving it. S. Fitzgerald agrees with the point Chief McArdle makes and comments about the Board of Selectmen's questions they had about what would have to be done to help the drainage. M. Dorman comments that the design was completed by a PE specifically so they could move forward with the project.

Chief Savage comments how he believes that clarification might need to be made to the Board of Selectmen about how we're not eliminating the water but mitigating it.

S. Fitzgerald suggests SE Cummings take a look at the plan to provide the Town with a refreshed updated review for 2013 to make sure it's still consistent. Feels the Board of Selectmen would want an updated review of the plan.

Chief Savage suggest the Committee attend a Board of Selectmen meeting with the plan and discuss the mitigation, the updated review, and how there are no concerns from the fire department or abutters. S. Fitzgerald thinks the Board of Selectmen will want a recommendation that they can act on and hear that the Committee has done their due diligence.

Chief Savage believes the Board of Selectmen might not have seen the formal engineering plan that shows what they are planning to do. Suggest a meeting with them to go over the plan.

D. Heffernan agrees with S. Fitzgerald about obtaining an updated review for 2013.

S. Fitzgerald suggests the Committee meet with the Board of Selectmen. Speaks about the land swap where they were able to obtain 1.5 additional acres, explains the importance of filling the frog pond and creating the access road. States that the land swap included providing access to the Palmer property. M. Dorman comments that the current access road bid is approximately 100' short to the Palmer property.

S. Fitzgerald explains that a concern may be that we are opening up access to a potential development. That the Committee needs to stay consistent with the Board of Selectmen's goals and at this point doesn't feel the Town is ready to open access to the back property. Chief Savage explains about the Town's first right of refusal they have on the property.

N. Morin questions why people have negative feelings of new home developments.

S. Fitzgerald discusses how the Town gave Alden Palmer a plan showing him an option of potentially developing it into approximately 15 residential properties. Mentions that the access road will be right next to the Safety Complex where emergency vehicles are entering and exiting so the Committee needs to strategically do their best to mitigate any potential conflicts. He would like to meet with Chief Savage and M. Dorman soon to go over the plan and schedule an opportunity to meet with the Board of Selectmen.

D. Heffernan questions if the Town is looking to start the project in spring 2014. S. Fitzgerald believes if the Committee meets with the Board on September 16th, there could be a chance for support to start this fall. He will work with the Board to make sure we get any questions from them that might prevent them from moving forward. Comments how he'd like to use a portion of the unexpended fund balance to complete this current project.

Chief Savage questions if they need permission beyond the Board of Selectmen to expend the funds. S. Fitzgerald explains that it's a governing matter and the Town doesn't need to go beyond the Board other than getting concurrence from the DRA.

W. Query briefly speaks about the growth of Plaistow and the growth of the fire and police departments. Feels the Town is in good standing with no debt and should consider building now while the Town can afford it and has no other debt.

S. Fitzgerald agrees with W. Query and asks him if feels they should frame the access road as providing an alternative access to the cemetery as well as support for the Safety Complex. W. Query suggest doing so, it will only help. S. Fitzgerald feels the access road will help people gain access to the new area of the cemetery and allow four season access to it as well.

S. Fitzgerald would like a recommendation or a vote from the Committee to update the plan to connect the cemetery. Chief Savage asks if that is a motion from M. Dorman. Motion made by M. Dorman. Seconded by W. Query. All in favor – none opposed. No further discussion.

Chief Savage asks the Committee if they're willing to meet with the Board possibly on September 16th, which all indicated they would. Explains how completing this project will put them in a good position.

S. Fitzgerald would like to maintain momentum. Explains the sufficient space they have now with the acquisition of the land supports site expansion, supports the access road, and also supports access to the cemetery.

Chief Savage comments how the Town and Committee would achieve a tremendous goal by completing the project this fall and how it'll help put them in a good position to discuss a more solid date for a new police station.

S. Fitzgerald explains that once the access point goes in the site debate will be over.

D. Heffernan questions about the fence put in around the frog pond about a year ago. Chief McArdle states it was a repair of the existing fence. D. Heffernan questions how it will affect the fence, believes a question might come forward as to why they put money into putting the fence in.

C. Savage explains how this was discussed previously and believes when D. Garlington repaired it they talked about leaving the temporary fence up. Further explains that when D. Garlington did put the fence up it was done so in a way to be moveable. Chief McArdle explains that part of the cost to repair the fence was from the snow plow company's insurance from the damage they caused during plowing. M. Dorman mentions that he believes D. Garlington had commented that the fence is re-usable. Chief McArdle explains that the sooner you take the fence down and store it appropriately, the more likely it will be able to be reused.

M. Dorman confirms that Charlie, the engineer, is ready to meet with them anytime next week.

Chief Savage asks for any other comments.

S. Fitzgerald brings up new business about having the Committee visit other communities who recently built new facilities. Feels that by visiting them, they can learn a lot and explains how it would also show how the Committee did its due diligence to help get the best fit for Plaistow. D. Heffernan asks if the Board of Selectmen would be invited to attend these visits. S. Fitzgerald will welcome any Board member who wishes to attend and also suggests setting up liaisons with other Towns.

Chief Savage comments how there should be a portion in the bond in the Town's new build for the fire department to rehab the police portion of the Safety Complex. W. Query questions the possible re-use of items such as the jail cells in the new facility. Chief Savage explains how they're old cell technology that can't be reused.

Chief Savage suggests visiting Somersworth and Westford. Chief McArdle also suggests visiting Stratham. W. Query would like to visit areas with the same population. S. Fitzgerald explains that no matter the size of the population there are fixtures, furnishings, and other elements to the new builds that we can get ideas from. Helpful to see some of the specifics, new technology, and the different components that could help us spec our project wisely. Chief Savage comments that they can try to view some that are as close as possible and avoid facilities such as the Manchester Police Department.

W. Query questions if a community room will be included in the new building. S. Fitzgerald explains that all options are still on the table but how they'll have to be careful how they scope the project. Chief Savage comments about how it might be beneficial to show a couple of options such as what it would cost with and without a community room. Chief Savage mentions an option of building a vacant 2nd or 3rd floor for future growth.

Chief Savage will arrange for a few visits to other departments who have recently built new facilities.

Adjournment: Chief McArdle motions to adjourn, seconded by M. Dorman. All in favor - none opposed.

NEXT MEETING DATE – To be determined.

Respectfully submitted,
Sarah E. Gibbs
Recording Secretary

APPROVED MINUTES