

Building and Facilities Committee

Minutes of 8-8-19

Syd Crook Room, Academy Building; 6:30 p.m.

Members Present: Bowers, Cannon, Lewis, Williams, Bianchi, Sherman,  
Beasley

Absent: Cross, Hoglund, Cardillo,

The meeting was called to order at 6:30 p.m.

1. *Approval of Minutes*

The minutes of the previous meeting of July 25, 2019 were reviewed by the Committee, and were then, with minor corrections, approved unanimously.

2. *Reports*

The Chair reported that he attended the Selectmen's meeting on August 5. The Selectmen inquired if the Committee would have an interim report for them by September, and the Chair responded that that topic was under discussion, but that he would bring their inquiry to the Committee. The Selectmen also discussed that the Committee must be mindful of the timetable for any budgetary/monetary items that might be recommended by the Committee.

3. *Discussion of Buker building issues and Police Dept. space needs.*

The Committee had a lengthy discussion of the issues and concerns raised in Chief Andersen's report, and the Committee's tour of the Police Dept. There was a general consensus that at some point it would probably be helpful to have professional input directly with the Committee into how to accomplish efficient interior design of the Department layout to meet many, but not all, of the Department's concerns. The Committee was not able to reach consensus on exactly what steps to take to accomplish the goal of completing this analysis, but agreed that it was essential that the Police Department be involved in, and cooperate in, that effort, despite the

preferred solution of the Department that a new police building be constructed. The Committee felt that it was essential for the Town to have a reasonably arrived at comparison of what could be done to meet the Department's needs within the "four walls" of the existing structure, and what that might cost, with what would be involved in constructing a new facility, and the cost of all aspects of that course of action. All agreed that the Committee was not intending to make a recommendation one way or another at this point, but only attempting to gather the data and information necessary to make appropriate comparisons for the decision-making process. There was also consensus that to maximize addressing the Department's concerns, it would be appropriate to include use of the "court space," now used by the Recreation Department, in this analysis.

Once this was accomplished, the Committee would then need to address how to assess the probable costs of either course of action.

The Committee requested that the Chair attempt to produce a rough concept of what actions might address the Department's concerns, including an assessment of what concerns could not be addressed within the "four walls" of the structure, to use as a template for further discussion at the next meeting.

4. *Discussion and determination of next steps and information to seek*

In addition to the draft analysis with regard to the Police Department's report, the Committee requested that the Chair prepare a draft preliminary report for its review and discussion, with the intention that the Committee would forward to the Selectmen a preliminary report by the end of September. The Police Dept. analysis will take precedence at the next meeting of the Committee, and the preliminary report will be discussed as and when the Committee is prepared to take up that topic.

5. *Action Items.*

- a. Chair to produce a rough concept of what actions might address the Department's concerns, including an assessment of what concerns

could not be addressed within the “four walls” of the structure, to use as a template for further discussion at the next meeting.

- b. Chair to prepare a draft preliminary report for its review and discussion, with the intention that the Committee would forward to the Selectmen a preliminary report by the end of September.
- c. Chair to notify the Town Administrative Assistant to delete the meeting of August 29 from the Town calendar (see below).

The next meeting is scheduled to be held in the Syd Crook room on Thursday, August 15, at 6:30 p.m. The Committee agreed that it would not meet on Thursday, August 29.

The meeting adjourned by unanimous consent at 8:23 p.m.

Respectfully submitted,  
Robert Bowers, Chair