

Town of Chester
Police Department Space Needs Working Group Meeting
Tuesday, April 16th, 2019
Municipal Complex
Approved Minutes

I. Preliminaries

Call the Meeting to Order

Roll Call

Review of Concept Option Site & Floor Plans – Will Gatchell of Harriman

Approval of Minutes

Adjournment

1.1 Call to Order

This eighth meeting of the Police Department Space Needs Working Group (PDSNWG) was called to order at 1:34pm.

1.2 Roll Call

Members Present:

Aaron Berube, Police

Myrick Bunker, Building

Andrew Hadik, Planning

Karl Knudsen, Resident

Stephen Landau, Selectman

Herb Rowell, Resident

Members Absent:

Cass Buckley, Selectman

Rhonda Lamphere

Michael Oleson, Road Agent

Debbie O'Sullivan, Resident

Corinna Reishus, Recreation

Others Present:

Will Gatchell, Harriman

II. New Business

2.1 Review of Concept Option Site & Floor Plans - Will Gatchell of Harriman

Mr. Gatchell provided an updated space needs assessment, noting that the total gross square footage required is 13,001 instead of 12,515 – this precisely factors in the community meeting room. Mr. Gatchell distributed large color copies of three concept option site plans.

Concept Option 1 shows a new PD connected to the existing PD (annex removed) via a community meeting room. Mr. Gatchell suggested removing the annex to allow for additional parking. This option also allows for a 24' x 60' future expansion area.

Concept Option 2 shows a new detached PD situated directly behind the annex, which remains. This option preserves the current PD gym and creates a PD-only exterior door for it.

Concept Option 3 shows a new PD attached to the annex via a shared community meeting room, situated so that it would be more visible from the road.

Mr. Knudsen and Mr. Rowell appreciated option 3 because it improves visibility; but also includes giving the annex a “facelift” so that it is as aesthetically-pleasing as the new PD will be.

There was some discussion of whether there could be a basement in the sally port (to possibly store maintenance vehicles) but there is only about a 5’ elevation loss. Mr. Gatchell explained that more site work equates to higher cost.

Building Inspector Bunker asked why the new PD in option 3 is turned 90°; Mr. Gatchell explained that it avoids screening all the annex windows & provides ideal sun exposure.

Preferred Option Site Plan: The group agreed to have Mr. Gatchell develop concept option #3.

Mr. Knudsen asked if locker rooms would have their own bathrooms; Mr. Gatchell confirmed that they would. There would also be bathrooms in the lobby, records/admin area, and holding cells.

Planning Coordinator Hadik asked if a future expansion area could be included on the detailed workup of option #3; Mr. Gatchell assured that it could be. Snow storage areas will be indicated as well.

The new PD will likely have a pitched roof, so air handlers might be placed in the attic which would allow them a longer life. Police Chief Berube inquired whether solar panels or rain water capture systems could be incorporated; these and other “green” methods can absolutely be explored. A carport along the rear of the new PD was suggested by Mr. Gatchell; many PDs in the nation are using these to protect and extend the life of their vehicles.

2.2 Next Steps

Mr. Gatchell will develop option #3 as discussed; and will provide cost ramifications (including annex renovations) and 3-D massing for the next meeting. The group felt it would be better to wait until after budget season to bring updates to the BOS.

2.3 Approval of Minutes

Building Inspector Bunker moved to approve the minutes of March 11th, 2019 as written; Mr. Knudsen seconded the motion. The vote was five in favor with Selectman Landau abstaining due to absence; so moved.

III. Adjournment

The next meeting of the Chester Police Department Space Needs Working Group is scheduled for Thursday, June 13th at 1:30pm.

The meeting was adjourned at 3:18pm.

Respectfully Submitted by Caroline Wilson, Recording Secretary