

Town of Chester
Police Department Space Needs Working Group Meeting
Thursday, June 20, 2019
Municipal Complex
Approved Minutes

I. Preliminaries

Call the Meeting to Order

Roll Call

Review of Preliminary Plans & Next Steps – Will Gatchell & Judy Johnson of Harriman

Approval of Minutes

Adjournment

1.1 Call to Order

This ninth meeting of the Police Department Space Needs Working Group (PDSNWG) was called to order at 9:04am.

1.2 Roll Call

Members Present:

Aaron Berube, Police

Myrick Bunker, Building (arrived 10:17am)

Andrew Hadik, Planning

Karl Knudsen, Resident

Stephen Landau, Selectman

Corinna Reishus, Recreation

Herb Rowell, Resident

Members Absent:

Cass Buckley

Rhonda Lamphere

Michael Oleson, Road Agent

Debbie O'Sullivan, Resident

Others Present:

Will Gatchell & Judy Johnson of Harriman (departed 11:00am)

II. New Business

2.1 Review of Preliminary Plans – Will Gatchell and Judy Johnson of Harriman

Mr. Gatchell and Ms. Johnson led the group through a review of the preliminary massings of the preferred plan; 11"x17" copies were distributed and two large-format plans were displayed.

The group discussed the preliminary plans in depth.

The plans include a tower-like façade at the new PD's main entrance (near its connection to the annex). Although the group suspects there will be some voter pushback on the necessity of this, it was emphasized that the preferred plan was developed to make the PD as visible as possible.

Logistics of the sally port were discussed. Since there is currently no sally port, Police Chief

54 Berube felt that anything will be a great improvement. The vehicle evidence, bulky evidence
56 storage, and facility support areas were discussed; these features may not need to be next to the
sally port and could perhaps be put in the annex. Items such as tires could perhaps be placed in
a utility structure.

58 The plans tentatively show the Clothes Closet to be kept in the two rooms closest the MPR end
of the annex. Selectman Landau felt that the Clothes Closet might move to where the Town
60 Clerk's office currently is; this would minimize traffic to the secure PD areas, as well as keep the
public conveniently situated right in the front. Mr. Gatchell will relabel the four large annex rooms
62 as simply "renovated / repurposed space".

64 The new training room / community meeting room will have a semi-secure access, along with its
own restroom so that occupants needn't venture into the secure areas of the PD. Police Chief
66 Berube suggested adding "emergency operations center" (EOC) as a function of this area; Mr.
Gatchell will do this. The rest of the proposed PD facility would be secure.

68 To save money, Mr. Gatchell noted that the "administrative suite" (including future part-time admin.
70 office and dispatch area) does not need to be built out initially. It will be ready to be made into
separate offices when the time comes.

72 Mr. Gatchell explained that the flow of the patrol area is designed to keep officers from getting
74 "tangled" in the building and will maximize their time out in the community.

76 Approximately sixty parking spaces will be added; these include parking for public, employees,
and PD-only.

78 It was noted that this new facility would basically eliminate the field behind the building. Police
80 Chief Berube felt that there is more criticism over the lack of parking than there would be over the
loss of green space. Planning Coordinator Hadik felt that offering safe, convenient parking would
82 be a major advantage to the community and could promote participation at town events.

84 There was discussion about the use of concrete block construction versus poured masonry; Mr.
Gatchell and Ms. Johnson explained that *all* construction was extremely expensive so it would be
86 hard to say. Some felt it would take at least two or three years for voters to approve the project.
Some were also concerned that an economic downturn was due; and this would affect cost
88 estimates. It will be key to anticipate what voters are likely to approve; and to devise an alternative
option in anticipation of needing to strike a compromise.

90 It was noted that the "cost of doing nothing" was also quite high; this must be presented to citizens
92 so that they are fully aware of the deficiencies of the current facility. The group agreed that the
annex roof should be stripped and replaced as soon as possible; preferably with standing-seam
94 metal roofing.

96 **2.2 Next Steps**

98 Mr. Gatchell and Ms. Johnson will overlay the revised plan onto a site plan. They will also work
on clarifying access points to other parts of the building; as well as what the areas of the existing
100 PD / annex might become. Two renderings will be developed for the next meeting; one optimal
scenario and one fiscally-conservative scenario.

102 Mr. Gatchell and Ms. Johnson departed at 11:00am.

104 The group agreed to meet once more without Mr. Gatchell and Ms. Johnson to discuss potential
106 uses for the current space.

108 **2.3 Approval of Minutes**

110 **Police Chief Berube moved to approve the minutes of April 16, 2019 as written; Building**
112 **Inspector Bunker seconded the motion. The vote was six in favor with Recreation Director**
Reishus abstaining due to absence; so moved.

114 **III. Adjournment**

116 The next meeting of the Chester Police Department Space Needs Working Group is scheduled
118 for Thursday, July 11th at 9:00am. (Another meeting with Mr. Gatchell and Ms. Johnson will be
scheduled to take place within a couple of weeks – TBD.)

120 The meeting was adjourned at 11:20am.

122 Respectfully Submitted by Caroline Wilson, Recording Secretary