

**Town of Auburn
Police Department Building Advisory Committee
September 6, 2018**

Committee Members Present: James Headd, Richard Eaton and Keith Leclair, Selectmen; Det. Sergeant Charles Chabot, Michael Rolfe, Police Commissioner; Thomas Lacroix, Planning Board; Mary Beth Lufkin, Budget Committee and Robert Seling, Acting Fire Chief.

Also Present: Police Lt. Ray Pelton and Town Administrator William Herman

The Committee gathered at the Police Department offices at 6:30 PM and commenced a tour of the current police department facility; the two exterior storage pods currently used by the Police Department; reviewed the overall Safety Complex property and site; reviewed the location of the proposed multi-use storage / garage building designed in 2017; and finished by touring both floors of the Fire Department.

Mr. Headd called the meeting to order at 7:05 PM at the conclusion of the tour and site walk.

General Discussion:

Mr. Headd indicated he felt the Committee needs to determine whether they want to focus on a stand-alone building of some sort, or if they also wanted to look at a possible addition to the current Safety Complex on the police department side of the building. He noted Mr. Eaton had spent a considerable amount of time on the proposal developed in 2017 and asked his thoughts. Mr. Eaton had shared a design picture of the proposed garage from 2017 and indicated he felt it worked very well for a number of reasons. He indicated the building was a single-story design with a dimension of 36' x 72'. He noted they had originally looked at a two-story building, but a second floor would require an elevator which added an estimated \$80,000 to the cost of the project. Mr. Eaton feels the Town should look at a larger than needed facility now in order to meet the space needs that will be required in the future. Keith Leclair indicated the building dimension could be smaller initially to meet needs today, and designed to be easily added onto in the future. Mr. Eaton agreed that was a possible approach.

Sergeant Chabot indicated he liked the idea of having the additional space attached to the current building. He felt that would be more palatable to the public, while also be an easier configuration for the members of the department to work in. He indicated an initial design of an addition had been done about 10 years ago and seemed to be a reasonable approach.

Keith Leclair noted he preferred an addition to the current building, even though he understood it could be a more challenging approach. He had a concern that should a

separate garage / storage building be built, the Town would still be looking at the need of expanding the office space for the Police Department within five years any ways.

Michael Rolfe said he had spoken to several of the police officers and had the impression that they would prefer an addition to their current space instead of a separate stand-alone building. He also noted the current HVAC system has had ongoing issues and problems, and perhaps the Town can address that as part of an addition to the current building.

Mary Beth Lufkin asked what the long-term vision is for the Town, indicating she would hate to see a \$300,000 expense here and another \$100,000 for Parks & Recreation somewhere else. There was a discussion on the Capital Improvement Plan and the process for maintaining and updating the plan. Tom Lacroix noted the Police Department had done a very good job of outlining their needs and the addressing of their space is included in the current Capital Improvement Plan (CIP). Mr. Herman noted all Town entities are requested to provide their interests and projects into the plan and the Parks & Recreation Commission has a number of items in the current CIP, but the provision of a building is not one of them.

Mr. Eaton felt if the Town made an addition to the current building, it would only be used by the police department. He also felt it doesn't make sense to open up the existing building for an addition. If the Town build a stand-alone building, it can be added on as needed for multiple departments as the Town grows. He further indicated he did not believe it made sense to have a Parks & Recreation facility down in the southern end of town at Eddows Recreational Field. His belief is that all Town facilities should be in the center of Town and the building under discussion could have multiple uses and tenants.

Mr. Leclair noted it is difficult to design and provide space for an entity when the Town does not know what the direction of that entity is. He noted part of the concern expressed in 2017 by the Budget Committee was the Town needed to determine where it was going in general with respect to Parks & Recreation. He indicated the Board of Selectmen is in the process of working through that now to define what their job is, what the expectations for the community are, how should they be managed and organized, and what the best structure is. Mr. Headd and Mr. Eaton agreed with that sentiment.

Lt. Pelton noted if he was being asked as a police officer, he would prefer to have an addition to the current building knowing the space would be dedicated to the police department. He noted the MRI operational review conducted in 2016 identified a number of physical limitations for the department including storage for larger pieces of evidence, a separate locker room for female officers and records storage capacity, in addition to the need to stop using the sally port as a garage, but to have separate garage space in addition to the sally port.

Mr. Rolfe felt if the Committee wanted to look at the potential of an addition, they would need to have an architect involved to see if an addition is reasonably possible. He felt

we may all have ideas, but we would need some professional help to determine what is realistically possible.

Mr. Leclair agreed, and indicated he felt there was rooms to make an addition for some garage space, a bit of reorganization for some office and storage space, provision of a second locker room and might possibly be able to move the HVAC system to a first floor location instead of being in the attic space above the police department. He felt the committee would be best served to have someone come in and measure the space, look at the needs and offer a view of what an addition would look like as well as outlining its feasibility and practicality.

Mr. Rolfe asked if it might be possible for the team working at the Auburn Village School to possibly look at this as well while they were in Town. Mr. Leclair indicated he could reach out to Doug Proctor of The Turner Group to see what might be possible. He asked whether there were funds available for such an effort. Mr. Herman indicated although not specifically budgeted, there were likely funds available between a couple of different budget accounts the Board of Selectmen could utilize for this purpose.

Mr. Headd asked the Committee members if the consensus was to take a look at the potential of an addition to the police department portion of the Safety Complex was the appropriate due diligence for this process. There appeared to be unanimous consensus for this approach.

Next Meeting:

The next meeting was scheduled for Thursday, October 10th at 6:30 PM at the Safety Complex.

Adjourn:

Mr. Headd thanked the participants and adjourned the meeting at 7:50 PM.