

**Town of Auburn
Police Department Building Advisory Committee
November 27, 2018**

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

Also Present: Town Administrator William Herman

Mr. Headd called the meeting to order at 6:02 PM.

Review Conceptual Budget of Potential Project:

Mr. Leclair provided the committee members with a conceptual budget of \$470,000 prepared by H.L. Turner for the potential renovation and addition to the Police Department the Committee had previously indicated a preference for. Mr. Leclair felt the conceptual budget was conservative in approach and was a worst case scenario based on general industry cost calculators. He noted there was approximately \$100,000 in various administrative fees and expenses increasing the cost estimate. He felt if the Committee likes the concept of the layout of space and the potential project, then the next logical step would be to look to have a plan prepared and put the project out to bid to secure actual numbers.

Mr. Headd asked if the intent was to do this in time for a project cost to be moved forward in March 2019, and several Committee members felt there was not adequate time to do a thorough design and bid process in time for the 2019 Town Meeting process. The consensus was work on the potential project should continue to evolve with the goal of putting the project before the voters in 2020.

Mr. Eaton felt the Option A layout was a good one, and asked Detective Sergeant Chabot if the members of the police department were in support of that layout. Sergeant Chabot indicated the department members were in full support of that option and layout.

Mr. Eaton felt the Committee members should take the layout developed by the Turner Group and work from it with minor tweaks or adjustments before taking the step of having plans developed. One suggestion he offered was moved the entrance to the proposed 589.62 sf garage from facing the back of the property to facing the lacrosse field on the side of the building. He suggested this would enable having three garage doors and bays, as opposed to one on the current plan. There was strong consensus among the committee members in support of this idea. Deputy Chief Seligna noted this would alleviate any concern from the Fire Department perspective for parked vehicles blocking the travel lane to fire department bays on the back side of the building.

Mr. Eaton felt the Committee members should play with the plan and their ideas to see if there were other adjustments to be made before having more formal plans prepared. He also indicated he felt the committee should entertain a smaller storage building on site for the Parks & Recreation needs separate from the potential police department addition. He said the future of Parks & Recreation is up in the air right now, but he felt there will always be a need for Parks & Recreation. His suggestion was a 24 x 24 storage building, similar to a two-bay garage, should still be considered. He said the committee needs to look at both projects even though we may only recommend one to be done.

Mr. Leclair indicated he had never heard a consensus about where a building for Parks & Recreation should be located, noting there had been comments made about concerns for it be placed at the Eddows Field property.

Mrs. Lufkin noted she had a different view of how the Committee had evolved to dealing with just the needs of the Police Department in this effort, and thought looking at both again felt like taking a step backwards. She indicated the Selectmen had suggested they were going to work through a process to address the future of Parks & Recreation and it was her understanding of the Committee's past discussions that attempting to address storage prior to addressing the function of Parks & Recreation was premature.

The Committee had a general discussion concerning the operations and potential future of Parks & Recreation. Mr. Lacroix and Mr. Herman both indicated the Planning Board had recently adopted an update to the Town's Capital Improvement Plan which documents a different timing and approach to priorities from the Parks & Recreation Commission. A storage building was still in the plan, but the timing had been pushed back in favor of other infrastructure improvements to recreational properties sought by the Commission.

Mr. Headd noted it appeared there was a consensus of the Committee to have architects use the layout prepared for a renovation and addition to the police department as the basis for the development of plans and a Request for Proposals for a project that could be presented to voters in March 2020. He asked if it would make sense to schedule another committee meeting now.

Mr. Leclair and Mr. Eaton both felt the Committee should continue to work through the project potentials and not wait until next year.

Mr. Eaton agreed he would approach Alternative Designs, Inc., of Manchester with the layout concept the Committee has and request a cost estimate to have plans developed that could be used for bidding purposes for the project. It was noted the potential of hiring Alternative Designs for this purpose would be a decision for the Board of Selectmen to make.

Next Meeting:

The Committee was in agreement with this approach and general consensus was the Committee would next meet in January or February dependent upon when new information is available. It was also the sense of the Committee they would focus on the Police Department addition and renovation first and foremost.

Adjourn:

Mr. Headd thanked the participants and moved to adjourn at 6:35 PM. Seconded by Mary Beth Lufkin. A vote was taken, all were in favor, the motion carried unanimously.