

**Town of Auburn
Police Department Building Advisory Committee
October 15, 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 and Robert Seling, Acting Fire Chief.

Also Present: Town Administrator William Herman

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

Review and Discussion of Potential Project:

Mr. Leclair reported H.L. Turner had accepted the Town's invitation to provide some ideas about a potential expansion of the Safety Complex building to accommodate facility needs of the Police Department. Since the Committee's last meeting, they toured the current facility with Lt. Ray Pelton and Mr. Leclair, inspected the building site, asked questions concerning specific issues and needs and noted in the planning process the need to stay away from the well that is near to the current sally port. This resulted in the two design drawings provided for the potential additional space that were titled as Option 1 and Option 2. Mr. Leclair noted he had shared the drawings with Lt. Pelton and ultimately received feedback there was a strong favorability for the design titled Option 1 at the Police Department.

Mr. Leclair noted the plan provides three times the amount of storage space the two rented trailer units provide (1,134-square feet as opposed to approximately 320-square feet.) It re-established a file room, provided storage space for the department to grow into, allows for no changes to the current booking area and holding cells, provided for separate men's and women's locker rooms, and established garage space separate from the sally port.

Mrs. Lufkin inquired about the storage area near the evidence room and the space noted as "Print + File". Mr. Leclair indicated the storage area is space whose specific use would be determined by the department moving forward. The "Print + File" area is what is currently the locker room and would become the records storage area in the revision.

Mr. Rolfe asked if the HVAC system had been looked at as part of this for improvement. Mr. Leclair reported they didn't even look at the HVAC system as part of this effort. However, he noted H.L. Turner had indicated the roof areas should be insulated to prevent heat loss.

Mr. Leclair noted he had mainly focused on Option 1 because it was favored by Police Department personnel and seemed to be the best overall utilization of space. He felt in

Option 2, the sally port was predominately too large and was not an efficient use of space.

Mr. Leclair indicated he did not have any information yet on the rough estimated numbers for the project roughly laid by H.L. Turner.

Sergeant Chabot indicated the Police Department personnel favor Option 1, but did have a concerns about putting the issue as a special warrant article.

Mrs. Rouleau-Cote felt the proposed design was a very good compromise for the overall space required by the police department and the land area that was available at the Safety Complex. She also felt it was appropriate for the Police Department to remain in a separate building from the Parks & Recreation. She was not aware of another community who combined its Parks and Recreation with the Police Department as had previously been proposed.

Mr. Headd was favorable to the proposed addition, and felt it would be prudent to put this diagram out this year to see what the response and project cost would be.

Mr. Leclair indicated he had felt the best approach would be to put the project up for voter approval this year, but paying for it through the undesignated fund balance so it does not raise additional property taxes.

Mr. Eaton felt the project should look at the whole building, noting there was some rotting occurring and ice jam back-up which are causing a water problem. He felt foam insulation was needed in the attic space above the central areas of accounting, dispatch, and the offices of the Chief, Lieutenant and Detective Sergeant. If an addition to the existing building was the chosen approach, he felt the project should also seek to stop as much heat loss as possible for improve efficiencies.

Mrs. Rouleau-Cote noted the Police Department will need to plan on some operational disruptions during the period of construction, particularly in the areas of renovations within the existing department space.

Mr. Selinga indicated he would need to review the plan with Chief Williams, but he did not see the proposed addition posing a problem for the operations of the Fire Department, and he thought it was a good approach to the space needs of the police department.

Mr. Headd thought the Committee should move now to get a real number for the project, particularly is this was to be put on the warrant this year. Mr. Herman noted the absolute deadline would be early January 2019, but having it put together by mid-December would be preferred.

Mr. Leclair will follow up with H.L. Turner on getting their cost estimate, and will also contact BPS (the construction management firm handling the school renovation and addition project) for a potential cost estimate.

Mr. Headd asked the Committee members their opinions as to a preference between the Option 1 and Option 2 design. There was a unanimous consensus for the Option 1 design.

Mr. Leclair indicated he felt once the Committee had a cost estimate for the Safety Complex expansion plan, the Committee should also give full consideration of last year's plan for a separate building that met the needs of two different departments versus the expansion of the building to meet one department's needs.

Mr. Eaton noted last year's proposal would not have involved a cost for construction management, but that was no longer an option and would have to be figured into the cost of that project.

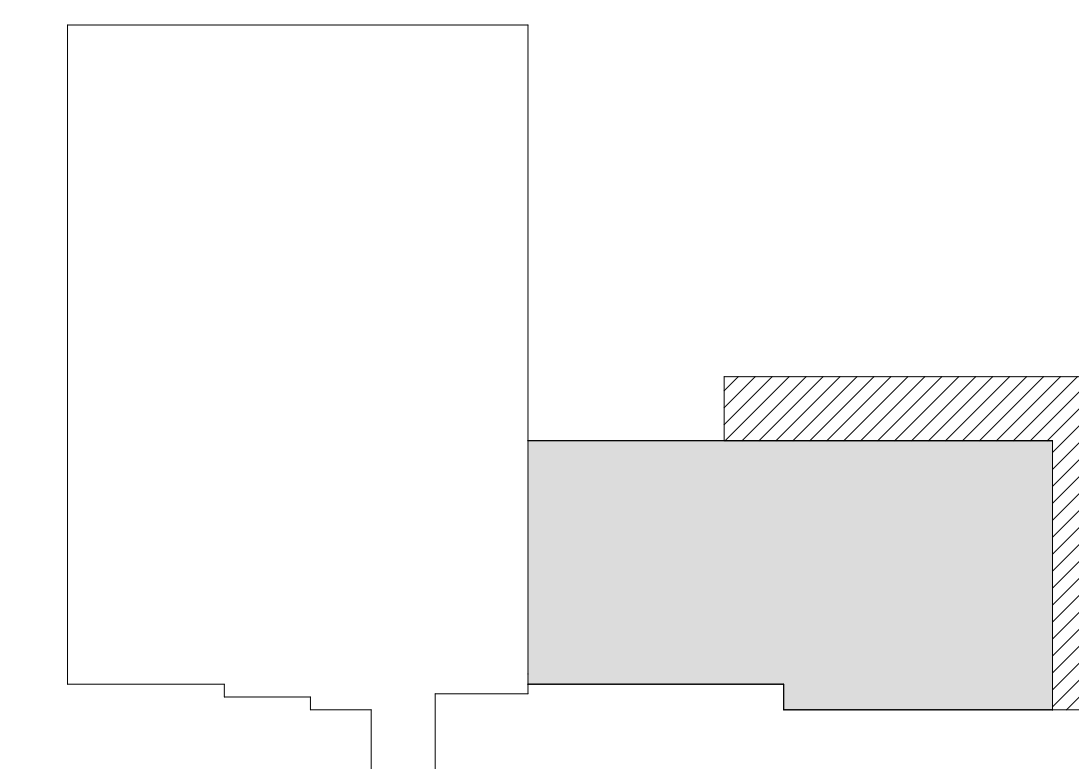
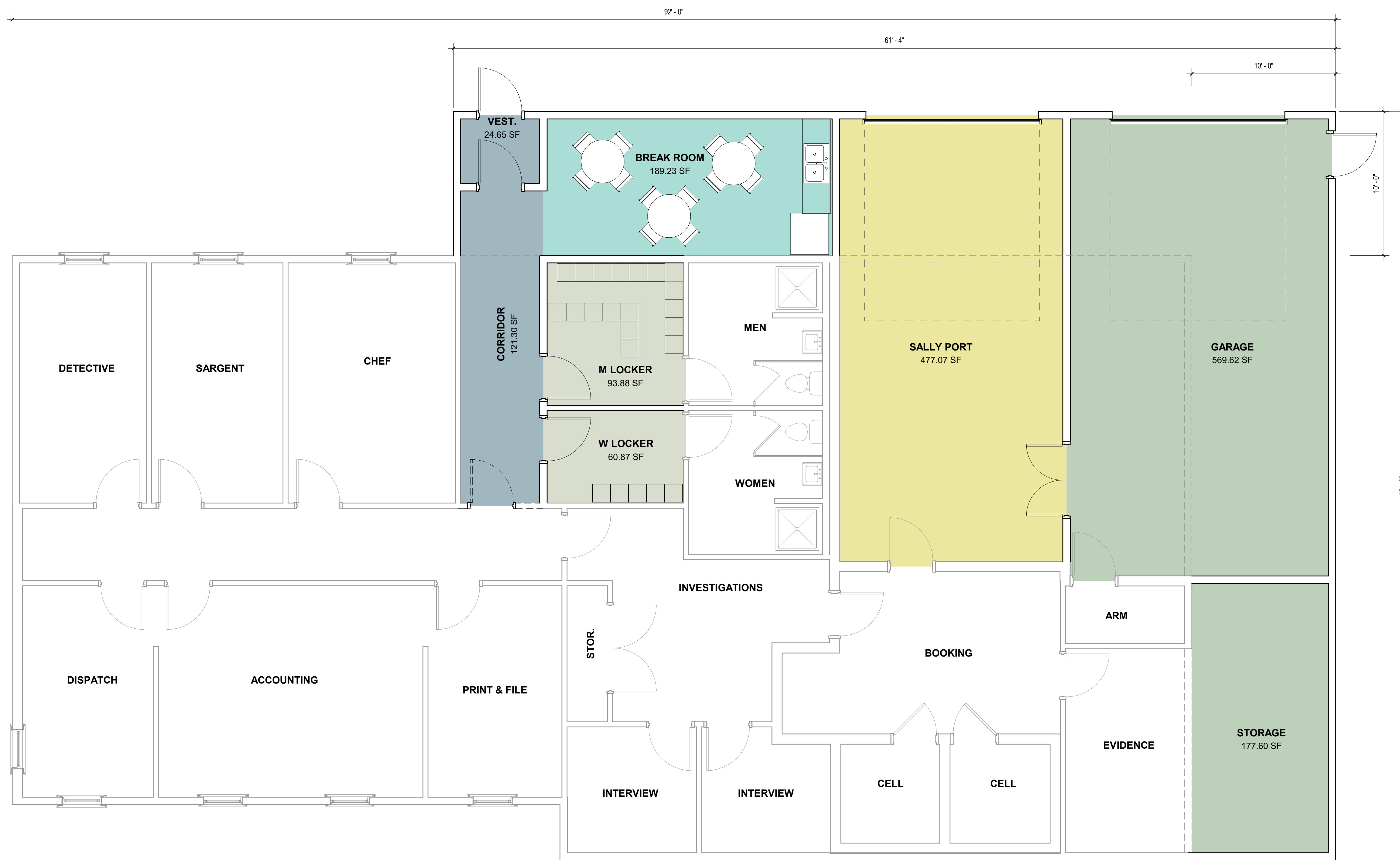
Mr. Leclair felt putting up a separate building would cost more in the long run, although it may meet multiple purposes. Mrs. Rouleau-Cote felt the separate building proposal was too much in terms of the Safety Complex property, and again noted she was not aware of any communities that have mixed Parks & Recreation with a police department facilities.

Next Meeting:

The next meeting will be scheduled once true cost estimates for the proposed building expansion are available.

Adjourn:

Mr. Headd thanked the participants and adjourned the meeting at 6:35 PM.



KEY PLAN



TOWN OF AUBURN

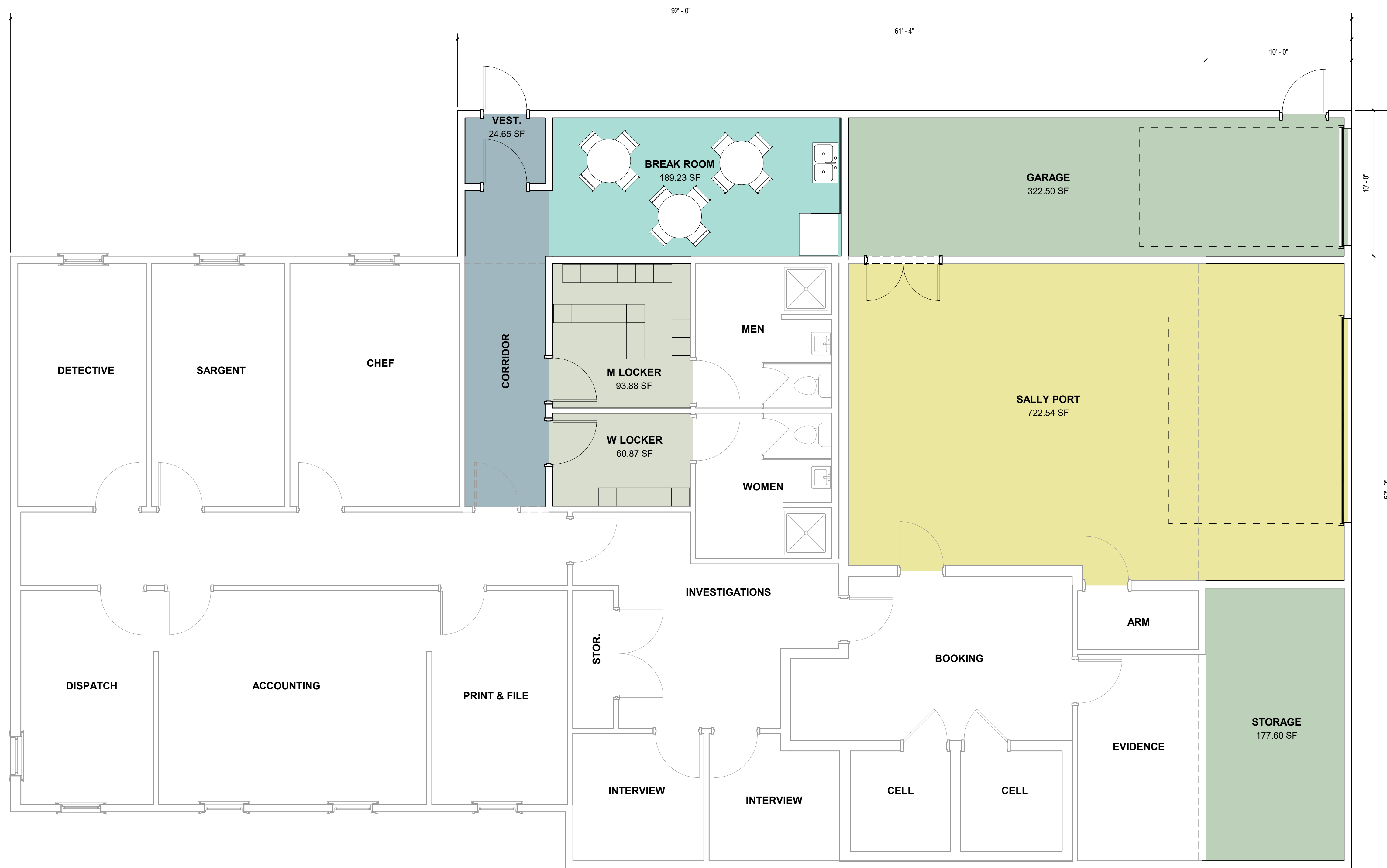
AUBURN SAFETY CENTER ADDITION

PREPARED BY: HL TURNER GROUP, INC. ■ ARCHITECTS ■ ENGINEERS ■ BUILDING SCIENTISTS ■ 27 LOCKE RD. CONCORD, NH 03301, USA ■ 603.228.1122 ■ 603.228.1124 ■ www.hltturner.com

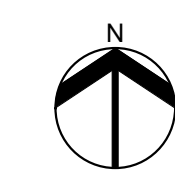
OPTION 1

SCALE: AS NOTED
DATE: 10/11/2018
SHEET A1 PROJECT: 4799





KEY PLAN



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AUBURN SAFETY CENTER ADDITION

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OPTION 2

SCALE: AS NOTED
DATE: 10/11/2018
SHEET: A2 PROJECT: 4799

