

Town of Newbury
Public Safety Complex Committee

~ MINUTES ~

Present: Martha Taylor, Sam Joslin, John Lucey Jr., Patty Fisher. NOTE: Keith Grant & Curtis Walton were present but had to leave for a medical call.

DATE: July 24, 2013 (July 17, 2013 meeting cancelled)

PHASES OF THE PROJECT

GOAL: To design & build a public safety complex for the Town of Newbury that will house the Newbury Police Department, Newbury Fire / Protection 2 and Emergency Management with space and resources to accommodate both agencies needs for the next 50 years while renovating the pre-existing building to accommodate Town Hall services.

1. Deficiency Report
2. Feasibility Report
3. Design Phase
4. Construction & Renovation Phases

PREVIOUS / PENDING ACTION ITEMS:

ACTION: Tracy to obtain survey of properties – Cammett & Grasso have been out to get quotes.

ACTION: Tracy to call Tim Meehan

ACTION: Tracy to look into ownership vs lease with NFD – Tracy has been in touch with Ginny Kremer who will put together the options for the Town. (July 10th)

ACTION: NFD to contact an attorney who will review options presented to them by the Town when the time comes.

ACTION: Tracy to send out an email to each department reminding them to complete their questionnaires for 07/17 by 0900hrs mtg.

NEW ITEMS / BUSINESS

- Motion to approve minutes agreed upon

ACTION: John Lucey Jr. email submitted PD Questionnaire and will email PFD copy to Patty for records.

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ACTION: Martha to email Patty Leslie's email address and the form to post the meeting. Patty will take care of this from this point forward.

Idea for future: create a catwalk between the new building and Town Hall that will perhaps house the elevator.

Suggestion: Creating a chairperson for committee – to be discussed at the next meeting when there is full attendance.

ACTION: Martha & Sam to look at Town Hall floor plan and see what things should be shifted to downstairs.

CONSIDERATIONS / QUESTIONS FOR FUTURE

ACTION: Martha or Sam to find out how many PI Seasonal rental units there are.

Q: How does the influx of school population impact the project?

ACTION: Martha to look into figuring out what our transient vs. permanent populations are.

Q: In the feasibility study, are we incorporating the cost of renovating the basement to be acceptable for Town Hall use.

NEED: To make sure water & sewer are brought into the area for both Town Hall and new building.

ACTION: Tracy to look into coordinating cost of project with retiring debt. Tracy has spoken to 1st Southwest. This action item will take place later on in the project. (July 10th)

NEXT MEETING: Wednesday, July 31st @ 9AM