

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
Wednesday, September 19, 2007**

A Town Council Workshop was held on Wednesday, September 19, 2007 at 7:00 p.m. at Town Hall to discuss 1) Dispatch equipment and 2) Public Safety Building.

The following members were in attendance:

**Councilor Robin Dayton
Councilor Roxanne Frenette
Councilor James Long
Chairman Joseph Kline**

Absent: Vice Chairman Shawn O'Neill

**Also in attendance: Town Manager James Thomas
Assistant Town Manager James Thomas
Chief of Police Dana Kelley**

A presentation was made by Scott Rivard, President/Systems Engineer for Radio Communications Management, Inc., 158 Rand Road, Portland, Maine describing and recommending pieces of proposed dispatch equipment. Participating in the discussion was also Bill Farley, local citizen who is knowledgeable about the work of Radio Communications Management, Inc. Discussions included the various options that a customer may choose for their dispatch operation. Being the present service provider and familiar with Old Orchard Beach's dispatch equipment they have included in the quotation all the functions that are presently being used plus the added features that are standard on the touch screen console. Councilor Frenette mentioned that every time she walks into dispatch she sees wires hanging all over the place. She commented that it is not a safe environment to be working in. Other items that were discussed included worker consoles, back-up radio and the existing main-base radio which needs replacing now or at least in two years. The fire-base and main repeater which are both five-years old, do not need to be replaced as they are expected to last for 15 to 20 more years. The necessary upgrades would cost the town approximately \$51,000 not including the cost of new workstations. Bill Farley mentioned that both the upgrades to the equipment and workstation would cost approximately \$86,152 but you can pay as little or as much as you want for the workstation. The Town Manager even indicated that when he looks into the dispatch center he begins to feel claustrophobic. Discussion continued on the location of the equipment, its move ability and adaptability should a new public safety building be built. Discussion also included the subject of workstation needs for the new equipment and the limited logistics and layout of the present dispatch operation. It was noted several times that the equipment is adaptable, easily moveable, requiring a small footprint. There is about a six week turnaround but the good thing is that the company provides backup at a given notice. Downtown would not be

a problem. Suggested possible proposal amount would be approximately \$51,954.60 plus additional amounts of approximately \$5,800 for an approximate total of \$57,754.60 and possibly an additional \$4,398 for a backup radio for an approximate total of \$62,152.60. Suggested amount for workstations was in the area of possibly \$24,000. No decision was made nor consensus reached.

Andy Hyland, President of Port City Architecture presented some suggestions for a refurbished public safety building or a new public safety building and discussions on several scenarios.

The current public safety building which houses the police department, dispatch and fire station, was built in the 1964 with a footprint of about 13,872 square feet. The cramped building lacks storage space. File cabinets spill into hallways and a jail cell is used to house files. Building deficiencies include poor quality, leaky windows and moisture problems. Earlier this year Port City Architecture drew out a facility study that included four options for either renovating the current site or building a new site. He stated that the best options would be to either construct a new building to house the police, fire and dispatch, or to create a new building for the police station and dispatch and house the fire station in the old building. The current building would need upgrades such as an elevator to make it compliant with the American Disabilities Act and additions such as a public bathroom to make the facility code compliant as well as changes to improving the general construction of the building. The cost was expensive as in the 1960's and 1970's were not good years for construction. The additional problems included poor blown-in insulation, water damage, leakage around the windows and doors of the building and very poor air quality. These problems stem from the original construction and although they can be temporarily solved through new insulations, sealing, and filtration systems, they will require continued maintenance for as long as the building stands.

Discussion continued on the leaks and mold problems. According to Mr. Hyland there is no good way to get rid of the mold except to build a skin around the building. By the time you do that with the expense you would be better to build a new building. He said that if the Town kept the current building for a fire station and the town put money into it for capital improvements, the town would have to invest money but the fire department would have the advantage of additional space. Building a new police station and renovating the old building for the fire department would cost approximately \$3.7 million. Building a new facility to house both departments would cost approximately \$5.7 million.

Chairman Kline indicated that after the options are discussed further, which could take up to a year; it would have to go out to referendum. Councilor Roxanne said that the ultimate decisions would be up to the citizens of Old Orchard Beach. If the voters decided that a new building is in order, operations would occur at the current location while a new building would be built at a new site. This could take place on property nearby the Station although the Town is looking at other options. Chairman Kline indicated one of the other suggestions was a possible land swap with St. Luke's Church.

Councilor James Long said that he thought that the present location is best for a public safety building. He believes that the Council needs to get more details about what specific repairs need to be done with the building and what the exact costs would be. Some of the goals of the study included enlarging dispatch, reviewing the code issues, department deficiencies and discussing options and costs. Option One included discussion on old equipment, poor access, cannot monitor the lobby, no bathroom, no break room, inadequate storage, and no room for expansion as the building would have to be enlarged to have or gain more space. The dispatch addition in Option One showed poor space layout, cannot monitor the lobby without a phone or camera and dispatch typically monitors the lobby after hours only. With simple additions there would be relevant code updates including elevator required for public buildings for access to the second floor and bathrooms must be accessible to greatest extent possible. Life safety issues would have to be addressed as well including 2 direct means of egress to exterior and unobstructed egress route. Option One would cost a total of \$653,000 for dispatch, \$50,000 for the holding cell and \$163,500 for maintenance for a total of \$866,500. While the lease expensive solves the fewest problems and not the most critical problem that have been encountered. This solution is a short term fix and problems due to lack of space, code issues and maintenance issues will need to be addressed in the new three to five years if not immediately. Discussion of department deficiencies focused on lack of space and code issues. It should be noted that corridors are used for storage and for copy center. There is not records privacy, lack of office space and lack of secure office space as well as lack of public and interdepartmental separation. The booking room lacks space for essential activities and the patrol room is poorly designed multi use space that does not meet building code. The evidence storage is lacking space, security and proper control. Sally Port serves multiple functions when it should be designed as a dedicated area.

There are program deficiencies in the Fire department where corridors are used for storage and mechanical is used as storage which is unacceptable. Sleeping quarters are inadequate/outdated practice/lack of good solution for female quarters. Kitchen is not code compliant. The exercise area is in the apparatus bay. The Police uses encroach on fire/rescue uses and create need for additional apparatus bay. Seasonal storage items are taking up crucial areas within the apparatus bays including bikes, ATV's, Watercraft. The building deficiencies include poor air quality, original installed items need replacement, air sealing will conserve energy and reduce energy costs and moisture sealing will improve building lifespan and indoor air quality. There is a moisture infiltration at the exterior CMU. It will always be an issue and will require continued maintenance. The stairs are not code compliant. For both fire and police there is a lack of parking and site circulation space. Program need deficiencies translate to permanent temporary fixes such as trailers.

Option II would cost approximately \$3.7 million – phase 1 - \$2.9 police facility and phase 2 - \$633K to renovate fire. Option provides the space required for the Police and the Fire Departments and required to run safely and efficiently. Option II does not mitigate the risk of renovating an existing building that may need substantial additional work to modernize. Option IIa – addition would cost \$3.8 million which would provide a 13,717 square foot addition at \$225 square foot equaling \$3,086,325; improve existing facility would be

\$633,000; and the Town must commit to this site for the next 50 years and it is difficult to phase and the site is constrained.

Option III is a new public safety building at \$4.7 million. Port City considers Option III a viable solution for solving the Town's space needs for the next 30 to 50 years. This mitigates the risks of renovating or occupying a poorly designed existing building; and this option provides the most opportunity to enhance each department's service to the community.

Conclusions are:

Option III	\$4.6 million
Option IIa	3.8 million
Option II	2.9 million / \$633 K
Option I	866K

Option III solves problems and presents opportunities but is the most expensive.

Option IIa solves problems and creates some risk. Risk may be mitigated by phased construction.

Option I does not solve issues created by lack of space.

The meeting adjourned at 9:00 p.m.

ADJOURNMENT

Respectfully submitted.

**V. Louise Reid
Secretary to the Town Council**

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, do hereby certify that the foregoing document consisting of four pages (4) pages is a true copy of the original Minutes of the Executive Session held on September 19, 2007.

V. Louise Reid