

OLD SAYBROOK POLICE BUILDING COMMITTEE
Special Meeting
October 15, 2012
MINUTES

A special meeting of the Old Saybrook Police Building Committee was held on Monday, October 15, 2012, at the Old Saybrook Police Department.

Present: Committee Chairman Dan Moran and Committee Members Jerry Brophy, Carol Hanover, Patrick Maher, John O'Brien, Vito Savino, Lee Sparaco and David Wight. Also present was Police Chief Michael Spera. Committee Member Ben Akin was not present.

I. Call to Order/Pledge of Allegiance/Attendance

Chairman Moran called the meeting to order at 7:05 PM and he led the Committee in the Pledge of Allegiance.

Clerk Gerbers took attendance for the meeting. Ben Akin was absent.

II. Public Comment

There was no public comment.

III. Tour of the Temporary Department of Police Services

Chairman Moran emphasized the importance of understanding the current space of the Police Department and how that space is utilized on each shift so the Building Committee could accurately decide what need to be improved upon or changed in the new building.

Chief Spera commented that the tour of the facility was not meant to be a sales pitch, but rather an in depth look at how the Department is currently operating. Chief Spera acknowledged that the facility is not a perfect model with fluctuations in room size and the absence of some necessary amenities. Chief Spera added that of the 20,000 square feet, approximately 11,000 square feet was built by members of the Police Department to house the operational side of the organization. Constructed in only 33 days, this effort from Police Staff saved Old Saybrook hundreds of thousands of dollars. Chief Spera concluded that the benefit of the current building was that it was completely designed by the Department as a test facility, giving the staff an opportunity to try different things and see what works the best. Because of this, members of the Department will have valuable insight into the needs and construction of the new building. With that, Chief Spera began the tour of the Old Saybrook Police Department.

The following is a list of questions asked during the tour:

Committee Member Sparaco asked what the Chief thought about having keycards for the doors at the new building.

Chief Spera responded that he was in favor of a tiered level of building security that could include keycard use.

Committee Member O'Brien asked if the Squad Room was ever used for meetings.

Chief Spera responded that typically the Roll Call Room was designated as a meeting space while the Squad Room was more of a work space.

Committee Member Hanover asked if there should be keycard access for the front door.

Chief Spera responded that he understood the logic behind having a secure access for the front door but hesitated to implement this system because members of the public who need help should be able to run into the Police Station without any barriers to entry.

Committee Member Brophy asked about the status of dispatch regionalization.

Chief Spera responded that the initial study on regionalization, the Kimble Report, had recently been discredited because of the narrow scope of the data collected. Most notably, the Kimble Report only included 911 calls to a given dispatch center but failed to include any non-emergency calls for service. Chief Spera added that he believes regionalization will happen eventually and towns will have a choice where they want to go for their dispatching needs. Chief Spera concluded that when that day comes, Old Saybrook will be a very attractive option for neighboring towns because of the sophisticated dispatching system that is being put in place.

Committee Member Wight asked how a third dispatching station would be used and who would man that station if it were built.

Chief Spera replied that the third station could be used in a variety of ways. He said that the station would not be manned all the time but a third dispatcher could be called in if needed or a dispatcher could be added to a shift during special events or emergencies.

Committee Member Maher asked if the Dispatching Supervisor's Office was adjacent to the Dispatching Center.

Chief Spera responded that his office was not adjacent to the Dispatching Center and was located at the end of the hallway.

Committee Member Sparaco asked how much of the Department's Records can be stored paperless.

Chief Spera responded that the Department goes paperless when possible but state statutes dictate what must be physically kept and for how long.

Committee Chairman Moran asked what size caliber bullet the Department would need to be able to stop when bulletproofing glass and walls in the lobby.

Chief Spera responded that he would need to look into what was available but generally the largest caliber handgun should be accounted for during this process.

Committee Member Hanover asked if there was a sprinkler system throughout the building.

Chief Spera responded that there was no sprinkler system.

Committee Member Hanover asked if Sergeant Gardner had any desk space at Town Hall for his municipal IT functions.

Chief Spera responded that he does have a work space at Town Hall but his duties there are limited only to Municipal IT.

Committee Member O'Brien asked how long Roll Call Meetings last.

Chief Spera responded that it depends what is going on during that shift but typically the Sergeant running the shift will check in with the Patrolman and review what they have on their plate. There is also a brief professional development section at each Roll Call.

Committee Member Wight asked how many people are in Roll Call at one time.

Chief Spera responded that there are typically 4 or 5 people in Roll Call at one time.

Committee Member Wight asked if the Department needed a temperature controlled garage or if an overhang would work.

Chief Spera responded that each police vehicle is packed with temperature sensitive technology and it would be irresponsible not to do everything possible to protect that investment.

Committee Member Hanover asked what the Department does if there are more prisoners than holding rooms.

Chief Spera responded that an officer will be assigned to watch the extra prisoner or that prisoner could be locked up in a cell.

Committee Member Hanover asked Chief Spera if he had seen any of the new Police Buildings that had been built in Connecticut and what he liked about those buildings.

Chief Spera responded that every town has unique needs for their Police Department. He said that he liked Stonington's floor plan but did not like how removed the Chief's Office was from the rest of the Department. He added that Madison has a nice Department but he felt like the floor plan was a bit confusing and difficult to navigate. Chief Spera concluded that just operating out of this temporary facility has helped the Department gain a greater understanding of what works and what needs to be changed.

IV. Space Needs Study – Proposed Time Line

Chief Spera reported that the First Selectman has chosen architect Brian Humes to complete the Department's space needs study. Chief Spera added that the study should be completed and ready to present to the Committee for the November 19th meeting.

V. Comments/Concerns of Committee Members

Committee Chairman Moran told that Committee that he would be in touch with the First Selectman about a potential timeline for the presentation of the space needs study. In the meantime, the Committee will cancel the November 5th meeting and wait until the November 19th meeting for Brian Hume's proposal.

VI. Public Comment

There was no public comment.

VII. Adjournment

Committee Member Brophy made a motion to adjourn. Committee Member Moran seconded the motion. The motion to adjourn the meeting passed with a vote of 8 in favor and 0 against.

*The next Police Building Committee meeting is scheduled for November 19, 2012 at 7:00 p.m.
in the Old Saybrook Point Pavilion.*

The meeting minutes for October 15, 2012 were prepared and respectfully submitted by:



Trent Gerbers
Records Clerk for the Old Saybrook Police Building Committee