

OLD SAYBROOK POLICE BUILDING COMMITTEE
Regular Meeting
July 1, 2013
MINUTES

A regular meeting of the Old Saybrook Police Building Committee was held on Monday, July 1, 2013, at the Old Saybrook Town Hall.

Present: Committee Chairman Dan Moran and Committee Members Ben Akin, Jerry Brophy, Patrick Maher, John O'Brien, Vito Savino, Lee Sparaco and David Wight. Also present were First Selectman Carl Fortuna, Police Chief Michael Spera.

I. Call to Order/Pledge of Allegiance/Attendance

Vice Committee Chairman Sparaco called the meeting to order at 7:00

Vice Committee Chairman Sparaco led the Building Committee in the Pledge of Allegiance.

The Recording Clerk took attendance for the meeting. Carol Hanover was not present.

II. Update from the First Selectman

First Selectman Fortuna reported that both the contract is nearly completed with both sides making slight revisions. First Selectman Fortuna also stated that Downes would provide subsequent meeting agendas and take project minutes during the meetings as well.

Downes added that they provide this service for most projects in the pre-construction phase. The agendas are then used to generate meeting minutes. Topics typically on the agenda include budget, schedule and new business.

Chief Spera asked if the minutes are voted on as they come out.

Downes replied that the minutes are published a few days after the meeting and the following meeting is used to make any corrections and vote on the minutes.

III. Discussion and Possible Action Regarding the Roof

Mr. Humes recommended to the Committee that the roof for the Police Department should be a low pitch roof to accommodate the electrical equipment. The roof Mr. Humes recommended comes with a 30 year warranty.

Committee Chairman Moran asked Mr. Humes if he had a cost estimate on a roof that matched the other buildings downtown.

Chief Spera added that he believes people in town will expect the new Police Station to have a similar look to the other buildings in the downtown area.

Mr. Humes replied that structurally it doesn't make sense to put in a false roof to match the campus look.

Committee Member Brophy made a motion to endorse Mr. Humes recommendation for a low slope roof. The motion was seconded by Committee Member Akin. The motion passed with a vote of 8 in favor and 0 against.

Committee Chairman Moran asked if it would make sense to put more support in the middle of the roof where the electrical equipment will be placed.

Mr. Humes responded that he is confident that the building can support snow fall and the weight of the equipment.

First Selectman Fortuna stated that there was some concern at the last meeting about the look of the front of the building. He asked if Mr. Humes feels he can come back to the Committee with an attractive design.

Mr. Humes responded that he is working on a computer generated rendering that will add to Lynde Street aesthetically.

IV. Discussion and Possible Action Regarding Access from 36 Lynde Street to Main Street/Curb Cuts

Downes Site plan experts made a presentation on site plan ideas and challenges. The following questions were asked during the presentation:

Chief Spera stated that the chain link fence at the perimeter of the property is likely built exactly to code and probably cannot be moved.

Downes replied that it is an issue that they will have to research and possibly apply for an exemption.

Committee Chairman Moran asked how the trees in the parking lot and walkway area get water.

Downes replied that it is important to pick trees that are specifically for urban streetscapes. The right selection of trees can survive off normal rain water.

Committee Member Sparaco asked if it is a good idea to build a parking lot that can be used by the Police as an exit.

Chief Spera replied that it would be an operationally poor plan to allow Police to leave through an area that is meant for citizen parking. He added that this could create a serious liability issue.

First Selectman Fortuna stated that this exit will allow the Department to have two points of egress, whereas most Departments only have one.

Committee Member Savino asked if there will be open access to the Police Department from rear point of egress.

Downes responded that there will be gates that prohibit pedestrian traffic.

Committee Member O'Brien asked if there was a regulation on the number of curb cuts for a building.

Downes responded that there is no regulation for the number of curb cuts associated with a building project.

Committee Chairman Moran asked if the rear exit should have a perimeter fence to keep out pedestrians.

Chief Spera responded that the perimeter should be completely fenced in with a gate that allows police vehicles to come in and out. Chief Spera continued that if there is a way to allow two way access onto Main Street then that is good for the image of the Department but if there is no safe way to do it then there should not be a second emergency egress. He stated that he is not in favor of running an exit through a pedestrian parking lot where fast moving vehicles could create dangerous situations.

Committee Member Brophy asked if the Department was forced to use the rear exit as a casual egress because of the limitations of the fencing and the width of the road.

First Selectman Fortuna stated that exiting anywhere on Lynde Street is going to get an officer to a scene just as fast as exiting onto Main Street.

Chief Spera responded that if the second exit is built through the parking lot, who will police its use by the officers on duty.

Committee Member Sparaco stated that if you put the road there, it's going to be used. If it is unsafe for them to do so, don't put a road there and let them exit onto Lynde Street.

Committee Chairman Moran asked how you stop a pedestrian from walking up the roadway and into the rear of the Department.

Downes asked if the second egress is absolutely necessary.

Chief Spera stated that the purpose of the Committee is to determine what is best for the Police Department operationally. He continued that the priority should not be the green space or the parking lot but what is best for the Department. He added that it is smart to have a second egress point if it is safe to create one but he also stated that the Committee needs to determine if a second egress is a want or a need.

Mr. Humes stated that he looks to create a second egress point with every Department in case the primary point of egress is compromised.

First Selectman Fortuna stated that the rear egress point could satisfy the need for an emergency exit only.

Chief Spera agreed and stated that in the event of an emergency, the Department would take over the parking lot as well.

Chief Spera asked how much a 37 space parking area would cost.

Downes replied that it would cost approximately \$3,000.00 per space or around \$200,000 - \$250,000.

Committee Member Sparaco stated that the Committee has to decide if the project is being sold to the public as a package with the park.

First Selectman Fortuna responded that it would be best to sell a rendering for the entire site.

Committee Member Savino said with regards to the parking lot that he'd rather see the bioswale idea but with fewer parking spaces.

Downes replied that the main decision for the evening shouldn't be on the number of parking spaces but whether or not there should be a second egress point for the Department.

Committee Member Sparaco moved to allow a second means of egress onto Main Street for the Police Department as an emergency redundancy only. The motion was seconded by Committee Chairman Moran. The motion passed with a vote of 8 in favor and 0 against.

Committee Chairman Moran made a motion that the emergency egress point should go through the parking lot and onto Main Street. The motion was seconded by Committee Member O'Brien. The motion passed with a vote of 8 in favor and 0 against.

V. Discussion and Possible Action Regarding a Firing Range

Mr. Humes presented Information on a firing range. The following questions were asked:

Committee Chairman Moran asked if there would be any bathrooms included with the range.

Mr. Humes replied that there would be no need for bathrooms if the range is in the proximity of the Police Building.

Mr. Humes noted that the cost for a firing range structure would cost approximately half a million dollars, with an additional \$200,000 for mechanical costs. A 4 lane range would have an estimated cost of one million dollars.

Committee Chairman Moran asked if a firing range would limit parking space.

Mr. Humes responded that there is a place on the side of the building where a range would fit without impacting parking.

Committee Member O'Brien asked if building insurance is impacted by including a firing range.

Mr. Humes responded that he was not aware of any insurance changes due to the presence of a firing range.

Committee Member O'Brien asked how maintenance costs would be handled.

Mr. Humes responded that everything would have a service contract and would likely come with a 1 year warranty. Mr. Humes added that he can do a partial design of the range to show the Committee where it would located on the site plan.

Committee Member Akin asked if the range will filter the air.

Mr. Humes responded that the range will be filtered for lead, smoke and gun powder.

Committee Member Brophy asked how many hours of range training an officer needs to have per year to maintain certification.

Chief Spera responded that when it comes to weapons proficiency it is better for the officers to do more than the minimum.

Committee Member Brophy stated that this will be a lightly used facility.

Chief Spera responded in the affirmative and stated that the range should last for the life of the building.

VI. Comments or Concerns from Committee Members

Downes reported that water pressure tests confirmed that there is enough water pressure and flow at the Lynde Street location.

Committee Member Wight asked if there is any need for a water filtration system.

Downes responded that a filtration system could be added.

Downes gave an overview of the Traffic Report that was conducted. The report concluded that the Police Department would not impact the traffic flow on Main Street or Lynde Street and that there won't need to be any adjustments to traffic signals.

Committee Chairman Moran asked about the location of a sidewalk at the Police Department.

First Selectman Fortuna responded that there will be a sidewalk in front of the Department.

Mr. Humes presented some new adjustments to the site plan. The following questions were asked:

Chief Spera suggested that a second “entrance only” be added to the site plan to allow someone who drives past the first entrance another opportunity to enter the Department. Chief Spera noted that a second entrance may prevent vehicles from turning around in a residential driveway.

Committee Member Savino asked if a second entrance would change any of the parking configurations.

Mr. Humes replied that the parking configuration would not be affected by a second entrance.

Committee Member Savino asked if the rendering created by Mr. Humes would address the Committee’s aesthetic concerns.

Mr. Humes replied that the rendering will show the entire front of the building.

First Selectman Fortuna stated that a second entrance would mean more curb cuts and more asphalt

Mr. Humes added that you would need additional signage for the second entrance.

Committee Member Wight stated that he believes it is less likely that someone will miss the entrance if there is only one that is clearly marked.

Chief Spera respectfully disagreed and again stated that a second entrance will help people from driving past the Department.

Committee Member Sparaco made a motion to accept Mr. Humes’ recommendation for a single entrance and exit at the front of the building. The motion was seconded by Committee Member Wight. The motion passed with a vote of 8 in favor and 0 against.

First Selectman Fortuna asked how additional square footage was added to the site plan.

Mr. Humes responded that some spaces were moved around and other areas were made smaller.

Committee Member Sparaco asked what the capacity of the training room is based on the current design.

Mr. Humes responded that the capacity is 35 people with tables and chairs.

Committee Chairman Moran recommended that a rendering of the parking lot be made so that the Department could determine whether or not it will meet their needs.

Chief Spera stated that he liked the addition of the drive through sally port and that the detention release area was moved away from the residential side of the building.

Committee Chairman Moran asked if the parking lot would increase as the training room increases in size.

Mr. Humes responded that the size of the training room would not alter the parking structure. He continued that the current plan for the parking lot contains 33 spaces in the rear of the building. Mr. Humes also stated that determinations needed to be made about what vehicles needed to be parked inside.

Committee Chairman Moran asked how much the outside storage space needed to increase by.

Mr. Humes replied that it depends on how much needs to go inside. He added that it was likely two more bays than what was originally proposed would be needed.

Chief Spera added that part of the reason for the additional bays is because two evidence functions that were originally housed in the Main Building are being moved to the outbuilding, which is cheaper space.

Mr. Humes stated that no decisions needed to be made but that he will be recommending additional outside storage space for the Department.

Downes added that the floor plan design is moving closer to the space needs study.

Mr. Humes stated that he would take the current plans back the Police Department for discussion and then meet with Downes to start putting budget numbers together.

Committee Chairman Moran asked if the only major square footage difference is the additional storage bays.

Mr. Humes replied that the storage bays and 800 square feet that was originally taken out of the training room had been added back into the site plan.

Committee Chairman Moran stated that Mr. Humes needed to come back to the Committee with a parking lot configuration that takes the additional storage space into account.

Mr. Humes replied that he would put a new site plan together for the Committee.

Committee Member Maher asked if the training room was going to be the first thing cut out of the building if expenses for the project become too great.

Mr. Humes replied that the existing building can't really be cut so the only areas that can be reduced are the outbuilding and the expansion to the existing building.

Committee Chairman Moran asked if Chief Spera was happy with the size of the training room.

Chief Spera replied that he needed to spend more time with the floor plan before he could officially comment on operational spaces.

Committee Chairman Moran asked the Chief if he had any objections to Mr. Humes proceeding in his proposed direction.

Chief Spera replied that he did not have any objections to the proposed direction.

VII. Public Comment

There were no public comments.

VIII. Adjournment

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

The next Regular Police Building Committee meeting will be held on Wednesday, July 17, 2013.

The meeting minutes for July 1, 2013 were prepared and respectfully submitted by:

Trent Gerbers
Recording Clerk for the Old Saybrook Police Building Committee