

Public Safety Facilities Task Force

Minutes

January 3, 2023

9:30 am

Zoom

Members in attendance: Tom Bilotta, Christine Lear, Bill Risso, Lee Storrs (9:50), Ingo Szegvari

Members not in attendance: Jerry Lerman

Others in attendance: Interim Police Chief Kenneth Fong, Fire Chief Bryan Sorrows, Mosquito reporter Sam Cochrane, Carlisle Master Planning Member John Ballantine, Carlisle FinCom Member Victor Liang, Dana Booth, Geoff Freeman, Marjorie Finlay, Mike Saylor, Building Commissioner John Metivier, Deb Kablotsky, John Lee, Annette Lee

I. Meeting called to order at 9:32 am.

II. Public Comments - none

III. Tom Bilotta made a motion to approve the minutes of December 20, 2022, the motion was seconded by Bill Risso. There was no discussion. The minutes were unanimously approved.

IV. Fire Station - Jon Metivier, Building Commissioner

Chief Bryan Sorrows described the current thinking of an adjacent structure to the current fire station and minimal changes to the current structure. He asked what would be the tripping mechanism that would require greater work on the current fire station if we were to move forward with this concept? John Metivier clarified that there are three levels to the code:

Level 1: Changes to finishes, there would be no need to meet a different standard at this level, although they must comply with current code.

Level 2: Reconfiguration of spaces, adding or removing windows or doors or egress. Although this, as much of the code is, nuanced and should be understood for each individual change. A door change to a larger door may not prompt further requirements. Work on less than 50% of the building will not trip the code. The code is not based on the cost of the changes.

Level 3:

Would the adjacent structure trip a code? No. If the current structure does not carry horizontal load for the new structure, the code is not tripped for the original structure. It was noted that the new structure cannot put any lateral loads on the adjacent existing structure. As a result, adjacent new structures are often constructed 4 inches from the existing structure.

Changing room use could trigger a code change.

Bill Risso asked if a second electrical panel would trigger a code change. John Metivier responded that earlier thinking by the former electrical inspector was that a second panel could be installed in the new structure and connected to the existing structure.

John Metivier does not have the specifics on the stretch code changes, they are not in play yet.

V. Presentation - Mike Saylor - Mike Saylor provided a power point presentation regarding possible arrangements for both increasing parking and expanding or constructing a storage structure on site. Mike noted that if the police station were placed in the Carlisle Center Business District, instead of the current General Residence District A this would reduce many of the required setbacks and allow

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for use of a greater portion of the lot which would allow parking and structures to be constructed closer to the lot lines (20' vs 40' setback for front, 5' vs 20' setback for side and rear of lot, and lot coverage of 75% versus 25%) Mike presented several possible layouts of buildings and expanded parking depending upon what the needs the task force determines are required. These layouts included an addition on the front of the building, side, and rear of the building. The layouts also included additional parking spaces in the front, along the side and in the back. Mike noted that Concord had recently approved the construction of a parking area on piles over a wetland and this may also be an option for expanding parking onto the adjacent site that has wetlands. Mike noted that this would require conservation commission approval. Geoff Freeman noted that he was familiar with this project and cautioned that this was a somewhat unique situation because the wetlands were isolated. He also noted that the construction was expensive, but the developer did not have any other options and could justify the cost. John Lee noted that most of the property directly behind the police station was their land not the towns. He also noted that they owned an easement on the north side of the site that provided access to the back of their property, and they would be opposed to building on their easement. Mike also noted that in addition to changing the zoning that changes would also need to be reviewed by the Historical Commission. Mike also presented possible options for linking the police site to the town hall for possible additional parking.

- VI. Public Comments : Annette Lee noted that she had some serious concerns with the layouts as proposed. She noted that as presented it represented a lot of building and parking adjacent to their property. She noted that the layouts as shown would be very disruptive and did not feel they were in keeping with the town center. Deb Kablotsky noted that there is already some parking at the Center Park. She stated that she did not feel that the plans did not promote a walkable town center. Dana Booth noted that Center Park is a significant town asset that is enjoyed by much of the town. The park has some parking that can provide for some overflow parking, but she felt that it would be a mistake to modify/eliminate the park to provide additional parking.
- VII. Additional Task Force Discussions – The possible options and next steps for the Task Force were discussed. It was agreed that a walk of town hall land, and the police station site would be scheduled to review the sites and possible options for moving forward. The walk will be scheduled for next Tuesday, January 10, 2023 at 8:30 am meeting at town hall. Options for moving forward were discussed. It was asked if the TBA project for the police station could be rebid. It was noted that the plans would need to be updated before the project could be rebid. It was noted that the building would need a fair amount of work which could trigger bringing it up to current code. It was also noted that if the need to bring it up to current code was reached it might be more economical to rebuild however the site is very tight. The possibility of making incremental improvements to the police station to address just the most pressing needs was discussed. Chief Fong noted that safe prisoner transfer and public safety must be addressed. The possibility of providing additional parking and storage at town hall was discussed. This will be reviewed on at the site walk. However, Chief Fong noted that he did not believe storing evidence remotely was an option for security reasons. It was noted that there was another site proposed for police close to DPW. It was noted that the committee did not feel a combined facility was the best option because a location for the facility that would work for both departments had not been identified and each department has its own issues and needs. Next steps for the fire station were also briefly discussed. It was asked if we could move forward with the Johnson Roberts proposal to look at the feasibility of an adjacent addition to the existing building. It was noted that the price of \$11,400 was over the threshold that would require requesting proposals from at least two other firms. It was noted that a scope for this feasibility study would need to be developed.

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VIII.Meeting adjourned at 11:11 am

PSTFT Documents area available through the town website or at
<https://drive.google.com/drive/folders/1kgTJDWtzyoV6BejpL8H8424J2QZd3aHj>

Submitted by Lee Storrs
Unanimously Approved on January 24, 2023