

Joint Meeting
Public Safety Facilities Task Force
&
Municipal Facilities Committee
Minutes
January 18, 2022, 9:00 am
Zoom Remote Access

Members in attendance: Christine Lear, Jerry Lerman, Bill Risso, Lee Storrs, Ingo Szegvari

Others in attendance: John Fisher (Police Chief), Bryan Sorrows (Fire Chief), Joan Ingersoll (Counsel on Aging), Cynthia Sorn (Carlisle Mosquito), Tim Goddard (Town Administrator)

- I. Meeting called to order at 9:01AM
- II. 1/10/2022 Meeting minutes approved
- III. Officers – It was moved by Ingo Szegvari and seconded by Jerry Lerman to nominate Christine Lear as Chair of the Task Force and Jerry Lerman as Vice Chair. It was agreed that secretarial duties would initially be rotated with each member being assigned a meeting to prepare the meeting notes. The motion passed unanimously.
- IV. Task Force Charge - The purpose of the Task Force is to look at the town's long-term public safety facility needs. The review should include if the police and fire should be housed in a combined facility or separate facilities and if the existing facilities should be renovated or new facilities constructed. The Task Force reports to the Select Board and should keep the Select Board apprised on a regular basis regarding its progress and any recommendations it may be considering. The Select Board will review the Task Force's finding and recommendations once the Task Force issues its recommendations.
- V. Task Force Timeline – It was agreed that the Task Force would plan to meet every other week if possible. It was noted that it is important that the Task Force develop their recommendation as soon as possible but they should not rush the process. It is important that all information and issues be considered before reaching a recommendation. It was noted that Master Plan Steering Committee (MPSC) would be issuing their draft Master Plan and this plan should be reviewed by the Task Force. As part of the Master Plan John Ballantine assembled a task force to look at the town's facility needs. Christine Lear distributed John Ballantine's report to the Task Force. It was agreed that John would be invited to a meeting to review his findings in more detail. It was also noted that there are a lot of articles in the Mosquito that provide a good history and background regarding the issues facing the police and fire department.
- VI. General Discussion
The Task Force requested Chief Fisher and Chief Sorrows provide a comparison of their current facility with their department's current and future needs. Future needs should look at the needs for the next 10 years as well as the next 40-50 years.

Both chiefs noted that they have looked at this extensively and it should not be difficult to pull this information together. Each Chief spoke about their current facility and their needs:

Chief Fisher noted that they are very site constrained on their current site and it cannot accommodate future needs. He noted that the current facility is not accredited due to deficiencies. He noted

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that the site constraint issue will require finding a new site for the facility. He stated that there are a limited number of sites in town where a new police station could be sited. Chief Fisher also noted that he understands that if a new site is obtained it will not be centrally located like the current facility. Chief Fisher stated that the recent repairs/ improvements made to the facility should allow it to be used by the town for other uses. It was noted that space is limited in town hall and possible some departments could use the current facility including Recreation or counsel on aging staff. He also suggested that the committee look at the facility recently constructed in Avon. He noted that Avon is a similarly sized town, and they also have a relatively limited budget. The town was able to construct a new facility that met their needs and was accredited for around \$7M. Chief Fisher noted that a good reference for the departments needs is the 2016 report. This report is on the google drive.

Chief Sorrows noted that his current facility/site situation is different. He noted that there are needs that are not being met with the current facility but unlike the police facility both the site and the building have the potential for expansion. He noted that the current facility has the potential for expansion both up and out. Chief Sorrow stated that there is property behind the facility. He pointed out that an additional bay could be added on to the facility in the back. Chief Sorrows noted that one of the things that could change the facility needs over the next 40 to 50 years is if the fire department remains a volunteer department or if it goes to a full-time department. He stated that it is difficult for volunteers to live in town due to the housing costs and they are struggling to keep an adequate force. Also, the ALS Life support services are currently provided by a for profit service, but they are losing members so at some point it may become unsustainable for them to continue to offer these services. If the town had to provide these services, they would need a chase car and would also need to have secure medical storage to store the drugs that are required to provide these services. Chief Sorrows stated that the new facilities must plan for future issues including having facilities that accommodate a changing work force. He noted that if you are planning a facility for the next 50 years you need to consider changing norms regarding gender. Chief Sorrows stated that his deputy chief helped with the design and construction of a fire station in Westford. He knows the architectural firms that specialize in these facilities and can provide input to the committee regarding his experience.

The Task Force requested both chiefs provide a list of "must have" as well as a list of items/facilities that would be good to have but are not essential for the next 10 years as well as the next 40 to 50 years so the Task Force can understand the unmet needs and plan for the future.

VII. Public Comments

There were no public comments

VIII. Meeting was adjourned at 10:02AM

Submitted by Lee Storrs

Unanimously approved on March 14, 2022