

Approved 11-16-11  
PSCC

**Public Safety Committee**

**Southampton Town Hall**

**Wednesday, October 5, 2011, 5:30 PM**

**Members (crossed names not in attendance):**

John Furman (JF)  
~~Jim Labrie (JL)~~  
Doug Blanchard (DB)  
Charlie Kaniecki (CK)  
Dave McDougall (DM)  
Nilda Cohen (NC)  
~~Mike Goyette (MG)~~

**Guests in Attendance:**

~~Edward Cauley, DPW Superintendent~~  
~~Steve Hyde, Fire Chief~~  
~~David Silvernail, Police Chief~~  
~~Regina Shea Sullivan, Interim Town Administrator~~

**Notes taken by:** John Furman

Minutes from 9-7-11 meeting reviewed and approved. CK motions, DB seconds. Motion carries 4-0-1

Discussion regarding the list of lock up facilities Charlie obtained. He was with the Granby Fire LT all last week and had lengthy discussion about their process. Apparently they ran out of money and didn't build the sally port or conference room. They put the foundations in to build later on.

No response from the Chief's yet regarding their input. DM talked to Chief Silvernail about arranging a tour of the current police department. We should reach out to the Fire Chief as well and ask for a tour of the fire station.

NC asked what became of the plan w put together where we were going to reach out to other public safety complex committees and ask them about their process, JF states that idea morphed into another, revised letter that we would send to the Building Inspector or Town Administrator asking for floor plans and elevations.

CK asks if we should reach out to PVPC and ask if they have a process they follow when they start a public evaluation process. JF will also ask if they have aerial showing town land.

JF was not successful with getting an aerial of town land. Master plan committee may have one. JF will try to get one through the Planning Board member who is on committee

The committee needs to get back to developing goals and milestones for us to follow. We already have letters to our chief's asking for their input. Next step might be to send letter to Building Inspector/Selectmen/Administrator asking for floor plans and budgets. Suggest we focus on locations that have public safety complexes. We'll put together a letter with Charlie's signature as chair and ask

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for information. Charlie to follow up with a phone call. Then arrange for a site visit to our police and fire stations.

NC not sold on idea. On the School Building Committee, they started with a needs assessment, then they decided on whether to build new or expand. Seems like we aren't there yet. CK indicated that at one of previous meetings we discussed a needs assessment, and it was determined that the Selectmen had already determined that a need existed.

Seems the needs assessment has a formal process. State has minimum requirements, compare to current facilities and determine deficit.

Another suggestion is to scan all documents in as PDF's and save on hard drive. Also, set up a directory so we can access at any time.

Motion to adjourn by NC, BD seconds. Motion carries.

Action Items:

- JF: Call PVPC regarding public evaluation process and map of town properties
- JF to draft a letter for next meeting to send to other communities to request site plans, floor plans and budgets for their public safety complexes. (furnishings, what was funded, what was site, future needs (what would you do different))
- JF to see if aerial is available that shows town owned property
- JF to call Kastle Boos and see if we can get budget and floor plan for Granby, MA
- Get letter/email from Regina regarding the bullet points on our goals
- CK to talk to Fire Chief regarding tour of Fire Station
- DM to talk to Police Chief regarding tour of Police Station

Meeting Adjourned 6:45 PM