

Subject: Police Station Blue Ribbon Committee meeting at DPW Building, 275 Old Lancaster Road
Minutes of meeting on November 26, 2007

List:

Members in Attendance (marked by √)	Guests in Attendance
√ William Braun	Maureen Valente, Town Manager
√ Derek Oram	John Drobinski, Chair of Selectmen
√ Philip Connors	Peter Fadgen, Police Chief
√ Matthew Murphy	
√ Michael Melnick	
√ Nicholas Palermo	
√ Robert G. Stein	
√ Thomas Scarlata	
A Anne Hollows	
√ John Reutlinger	
√ Joseph Sziabowski	

Minutes:

- 1) Meeting was called to order by M. Melnick, interim chair, at 7:30 p.m. J. Drobinski welcomed members and reviewed the Board of Selectmen's goals in creating this committee. He also noted that the Board of Selectmen will be appointing a chair for this committee and they are still working on that.
- 2) All participants introduced themselves and briefly discussed their motivation for joining the committee.
- 3) M. Melnick distributed documents to all attending:
 - a. Agenda for today's meeting (attachment A),
 - b. List of members and their applications
 - c. Letter from resident/architect F. Riepe
 - d. Newspaper article dated 11/1/07 on Holliston's Police Station planning efforts
 - e. Detailed construction cost information for the proposed \$8.2 million plan
- 4) M. Valente discussed the Committee Rules and Ethics Expectations with members
- 5) P. Fadgen discussed briefly shortcomings of current station
- 6) M. Melnick briefly recounted the history of the planning for the proposed station, beginning with the Master Facilities Study from 2000 and leading to the feasibility report developed by the architect and sent to the Committee members in their packets.
- 7) Several questions were asked
 - a. Can't another community's police station be used by Sudbury for holding cells?
 - i. Response by Chief Fadgen and M. Valente: State law requires each town over 5,000 population to have its own lockup; in addition there are a number of operational drawbacks: liability issues for the other town, staffing cost to Sudbury to guard someone who is in lockup; potential for the other town to vote to end the relationship or increase the cost in a few years, liability to the Town of Sudbury if something happens to someone in the other Town's cell, etc.
 - b. Can the Crime Lab building be used?
 - i. Response by M. Valente: The Town has been asking the state for years to let us repurchase this property, and the state has indicated they are not moving out of it at any time in the near future.
 - c. What is the acreage of the lot of the current station?
 - i. Response by Chief Fadgen: .6 acre
- 8) Polling of committee members for suggestions for committee tasks:
 - a. Do an assessment of the current building and site. Explore ways of keeping both.
 - i. Ask F. Riepe to meet with the committee to discuss his suggestions.

- ii. Consider and inventory those parts of the current station that create dangerous conditions for the employees and visitors to the station and make sure those can be corrected
 - iii. Consider the need for training of police officers and insure that any solution provides for that need.
 - iv. Sallyports are critical for safety of employees and those being brought in for booking. Consider how to best meet that need.
 - b. Get a report of the current deficiencies of the station and what it would cost to fix those
 - c. Get a report of the parameters of the current station – Septage, setbacks, etc.
 - d. Take trips to other town police station so that the varied ways to address operation needs are observed first hand.
 - i. Make sure they are not just new stations but older ones too.
 - e. Spend time in the existing station to understand the operations and reasons for some of the features needed/requested by the Police Department.
 - f. Get scale plans of the current station and the proposed new station to committee members can better understand the dimensions.
 - g. Explain to the committee the Police program and needs and reasons. For example, why are 3 cells built into the plan?
 - h. Explain to the committee what options were considered and discarded for the design for the new station.
 - i. Identify what are the components of a station that exist no matter if your police force is 12 officers or 24 or more, and which components are designed with the size of the force in mind.
 - j. What problems was the architect trying to solve?
 - k. What are the basic needs of the department as opposed to those items that would be nice to have?
 - l. Give to the committee a list of each site that was considered originally and the assessment of each site.
- 9) Closing comments:
- a. Develop a way to communicate to the public the incremental information and findings of the committee
 - b. Committee will meet again on Tuesday December 4th and Monday December 10th. Maureen will have staff find meeting rooms and inform the committee. Mike Melnick will ask Greg Carell to come to December 4th meeting.
- 10) Meeting Adjourned 9:25 pm
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