

PUBLIC SAFETY FACILITY COMMITTEE MEETING

January 9, 2018

Town Hall Room B2

CALL TO ORDER

Chair B. Weatherall called the meeting to order at 7:06 p.m. with the following members present: L. Alexson, H. Schwartz, A. Theriault, T. Howe, P. Dziadose, R. McShera, C. Surpitski, P. Nikas, and J. Emerson. R. Donahue, P. Polonsky, and K. Buhl were absent. Bob introduced his daughter, Grace, who came to observe.

CITIZENS QUERIES

SUBMITTAL FORM FOR TOWN MEETING

The group reviewed the sample submission form for Department or Board Town Meeting Article, the final form of which must be in the Town Manager's office by 2/23/18 for review by the Town Manager and Town Counsel. The BOS public hearing will be held on the warrant on March 19, 2018, for signing. The proposed article, a brief narrative, and estimated costs are required.

Paul Nikas will obtain the specific title. Because the Town Manager has recommended that money for the Public Safety Facility Feasibility Study come from the Stabilization Fund, passing of the Warrant Article would require a 2/3 majority vote. The revenue source will be up to the BOS, and the PSFC members felt that it should come from Free Cash which requires a simple majority.

Public hearings with the Fin Com and the BOS will be held following the 2/23/18 date. In speaking of the amount, Paul will review the commentary by the two firms interviewed by PSFC, and Charlie suggested arrival at the nearest amount to avoid an embarrassing request for more funding. (\$125,000 to \$140,000 is being mentioned.) It is assumed that a long-term capital plan of as much as 20 years will be discussed by the Fin Com (and PSFC) to include evaluation of present facilities. Following discussion, Linda Alexson, BOS member, will attempt to have an early placement of the Feasibility Study Article on the Warrant; that is, at the top of the Warrant agenda.

A draft of the summary of the Article will be reviewed/critiqued at the next PSFC meeting.

INFORMATION PAMPHLET REVIEW

Ryan McShera presented copies of a two-page version of the information to be presented to the public. Page 1 currently titled Public Feedback and Participation involves a timeline beginning with the Formation of the Committee to Needs Assessment/Feasibility Study (2018), Design and Engineering (2019), Cost Estimating (2020), Permitting and Bidding (2021), and Construction (2022). Page 2 entitled Combined Public Safety Building (The Building for All of Us) radiates bubbles entitled Financial Impact, Accessibility, Modernization, Civic Pride, Communication, History, Sustainability, Training/Efficiency, and Community from a central composite of the Police and Fire emblems. In discussion, page 2 was deemed the most

essential to be incorporated in a multi-page packet for future distribution throughout the Town—library, Council on Aging, Town Hall, etc.

A second page (yet to be designed) was deemed important as a visual of the project itself; that is, the entirety of the public safety facilities in Town: communications, harbor, emergency management, community, etc. with an introduction explaining the formation of the Committee, our work, and what we envision as our needs and approval from the public. In order to do this, we need the newspaper, ICAM, and a presence on the Town website. A meeting with ICAM personnel and the Chiefs was postponed due to the recent storm.

Chief Nikas felt that a link from the police and fire (.org) sites could inform the public. In regard to graphics, student interns in senior projects from Salem State, Endicott College, and Merrimac College were suggested, and Ryan will reach out to Merrimac with his special contact.

The questions that will come up from the graphic of the bubbles re the combined facility will be answered by the feasibility study explanation. One example is the ongoing expenditures for failing structures and outmoded facilities.

REVIEW OF LETTER FROM COUNCIL ON AGING TO TOWN MANAGER

Bob asked if the committee wished to discuss the request made to the Town Manager by the Executive Director of the Council on Aging Sheila Taylor for additional space at the Winthrop School site. Chief Nikas felt that we might want to keep that Winthrop building for another use if a feasibility study were to focus on the current Winthrop School site but that we file it away for now.

APPROVAL OF MINUTES

Harvey moved, seconded by Tammy, to accept 12/12/2017 Minutes. UNANIMOUS.

NEXT MEETING/ADJOURNMENT

After discussion, the next meeting was set for February 13, 2018, for reviewing the Warrant Article and the visual presentations.

Tammy Howe moved, seconded by Harvey Schwartz, to adjourn at 8:28 p.m.
UNANIMOUS.