

Master Plan Implementation Committee Minutes of March 29, 2011

The meeting was called to order by Ed Forsberg, Chairman, at 6:10 pm in Room 112, Town Hall.

Committee Members Present: Ed Forsberg, Dick Power, Al Goetz, Dominick Ianno, Dick Nottebart, Roger Turner, Mary Kent, Bruce Norwell, John Desmond

Visitors Present: Police Chief Rick Stillman, Deputy Police Chief John Carmichael, Walpole resident John Hasenjaeger

Staff Present: Don Johnson, Maura Therrien

The purpose of the meeting was to conduct interviews with Town department heads regarding their departments' needs for new or renovated space for their ongoing facilities needs. Police Chief Rick Stillman and Deputy Police Chief John Carmichael were present for this purpose.

Chief Stillman presented several handouts (copies of which are available in the Planning Board Office), and the following completed questionnaire:

MPIC Town Facilities Planning / Building Utilization Questionnaire

Date: **March 28, 2011**

NAME / DEPARTMENT: **Walpole Police Department**

Contact Information:

Name: Chief Richard Stillman

Phone: 508-668-1095

Email: rstillman@walpolepd.com

Existing Conditions:

Location: **972 Main Street**

Acreage: **0.458 acres**

Square footage of building: **10,400**

Number of floors: **Three, plus attic**

Number of parking spaces: **Nine**

Cruisers: **Parking designated for only eight of our 15 cruisers.**

Seven marked and unmarked cars are parked wherever they can find a space. The two motorcycles park in between cruisers, generally either at the staff entrance, public entrance or both.

Staff: **Employees park their personal cars next to the island to the municipal lot or in the municipal lot.**

Patrons: **There are no public spaces available forcing the public to park in the Cooperative Bank parking lot across the street.**

Storage space: **Very limited on-site storage. We utilize our attic, a trailer and a bay at the DPW garage.**

Number of patrons serviced: **20 to 40 during week days, 10 to 20 on weekends.**

Future Needs:

Preferred location (area of town): **The majority of our calls come from the East and South side of town. We do not need to be “in the center” and with high traffic volume in the center, it would be beneficial to be outside the center. However, we should be located reasonably close to the center.**

Acreage: **Three to four acres**

Square footage of building:

Minimum: **18,000 square feet** Desired: **22,000 square feet**

Number of floors: **Ideally we should be located on a single floor, however we understand space needs may force us to utilize a second floor.**

Number of parking spaces:

Cruisers:

Minimum: **17** Desired: **20**

Staff:

Minimum: **25** Desired: **30**

Patrons:

Minimum: **4 plus two Handicapped** Desired: **25***

Other parking requirements? **Garage -Yes, three bays plus Sally port.**

Vehicle storage **Yes - we should store evidence vehicles.**

Number of patrons serviced:

5 years: **attachment** 10 years: _____ 20 years: _____

Storage space: **We require secure storage for evidence, storage for office supplies, police equipment, records, and climate controlled radio and computer equipment rooms.**

Facility Options:

Is a new facility required? Yes **X** No _____

Comments: **The Town's return on investment from the Police Department is very high. We have been surviving in a building built in 1881 and rehabbed at very little cost in 1984. There is no existing building in Town that would meet our needs regardless of money spent to accommodate us.**

Is renovation an option? Yes _____ No **X**

Comments: **This building was built in 1881 and is really a wooden structure with a brick veneer. It has a very small foot print requiring us to have offices on all three floors – very inefficient. A modern police department needs to have a building that complements our service not impedes it.**

Is a shared facility an option? Yes **X** No _____

Comments: **A combined public safety building would reduce some costs.**

Is rental space an option? Yes _____ No **X**

Comments: **A police station is a long term investment in the community.**

Utility needs (services i.e. water, sewer, gas, electrical, telecommunications, etc.)
All of the above

Department specific needs (generator, communication tower etc.)

Yes, an emergency generator and telecommunications tower (minimum 100 feet)

Additional comments: **The police department was identified in 2004 by the Space Needs Study Committee as the department most in need of a new facility. Nothing has changed since then. We are still facing obstacles created by this building every day in our service to the public. I have included relevant portions of the 2006 Public Safety Building Study for your review.**

Chief Stillman started by saying The Police Department is in need of a new facility. The current building is inefficient, the windows leak, it is too small, has three floors, the cells are not standard, the foyer is so little it is crowded with the captain's desk, and there is no privacy. There are parking spaces for half the cruisers. Most public visitors park across the street in the bank lot. In 1984 there was some rehabilitation done to the building. The Fire Department shares some of the space. Three to four acres of land are needed for a new building. The Department needs parking space, and a training area that has parking as well. Police stations are built around the dispatch center as a core. A sally port is not required but it provides security for the transfer of prisoners into and out of cells. A sally port needs to be able to fit an ambulance or two cruisers. Discussion on shared facilities indicated that typically the shared dispatch area is in the center of the entrance to the building and fire uses one side and police uses the other side of the dispatch area, and conference rooms may be shared. Cost savings from a shared facility depends on a lot of things including the heat and air conditioning. It could be done in two phases, finishing one department's part of the facility, and then adding on the second. Ed said Norwood shares only the foyer and some dispatch. Chief Stillman said Wrentham shares a little but does not really combine much area. It was suggested to confer with towns who have built public safety malls. John Hasenjaeger said The Economic Development Commission has contact with Richard Peale of Premiere Investments. They build and lease back to the town. The town may hand back the keys to the Investment Company at any time. It is an option not requiring an override. Town Meeting's last vote agreed that a shared safety building would save money.

One of the packages furnished in the handouts was the International Association of Police guidelines. Deputy Chief Carmichael said We are looking for certification and accreditation. To be rated in compliance we need the proper facility with training ability, equipment, lockup, custody and a maintainable secure area for evidence. We would apply to the Massachusetts Accreditation Commission. This would effect our liability insurance, and raise our standards. Only ten or twelve police departments are certified in Massachusetts by CALEA, the Committee for the Accreditation of Law Enforcement Agencies. Dick N. noted the guidelines called for 2 police officers per 1,000 town residents, to which Chief Stillman responded That is an FBI guideline, not a law. At this time Walpole has 1.4 police officers per 1,000 residents.

Ed asked Are there any restrictions for the location of a new police station, to which Chief Stillman responded Sometimes we respond from the station so not in the far reaches of town. The Walpole Woodworkers land on East Street and the Nstar land on Main Street were mentioned as sites. It was noted that at the recent Town Meeting the proposed 22,000 square feet for the new facility was cut to 18,000 square feet to fit the Robbins Road site. Chief Stillman will email the design from 2006 to Don.

Al asked, Page two of your document mentions handicapped staff. Do you have any? to which Chief Stillman responded, not currently. We need about twenty-five parking spaces.

When asked What about the communications tower, Chief Stillman responded, We get by with attic antennas. We would like more than a 100 foot one. The fire dispatch tower in Holbrook shares eastern Mass. and the Cape.

Ed, John D., and Mary then had comments about the feasibility study. The feasibility study will include the whole political spectrum. We will look at all the departments' needs and try to prioritize them. We hope our consensus will convince folks that we have studied and thought the total process through carefully. The cost of the Woodworkers site and the study is \$4.8 million. We need not tie the study cost to the override. It is up to the Board of Selectmen how to use this money. If the override does go through, a study is needed, and we will have information to pass on to the professionals.

Dominick asked Can we have a map showing half a mile and three quarters of a mile radius from the center of down town?

Ed said Thanks to Chief Stillman and Deputy Chief Carmichael for being here tonight.

At 7:25 pm, Dick N. moved to adjourn the meeting, seconded by Dominick, all voted in favor.

Respectfully Submitted,