

## Minutes

### Bristol Select Board

July 9, 2015

Present: Janet Cote, Shaun Lagueux, Rick Alpers, Betsy Schneider, Paul Manganiello, Town Administrator Michael Capone, and Police Chief Michael Lewis.

Mrs. Cote opened the meeting at 5:17 to discuss the space needs issues of the Police Department.

Mr. Lagueux requested that the July 27<sup>th</sup> meeting be change to July 28<sup>th</sup>. The Board agreed.

Mr. Capone informed the Board that the worksheet that was distributed was developed using the preliminary numbers supplied by SMP. SMP used standard information from past PD projects in regards to square footage numbers. Chief Lewis commented that he felt some square foot numbers from the original worksheet were too heavy and some were too light. Mr. Capone commented that the numbers have been adjusted for hallways and other access areas. The original worksheet had a total of 8,324 sq. ft. After the vetting process the square footage ended up being 8,346 sp. ft.

Mrs. Cote commented that at a previous meeting, at which she was present, the actual square footage needs of the Police Department were reviewed again with the architects. Mr. Capone commented that the average square footage per staff member referenced from other communities is consistent with what the Bristol station would be. Mr. Manganiello asked if the zeroes in the worksheet are what the Police Department does not have today. Chief Lewis replied that is correct. The department does not have a sally port, female locker room, and kitchen.

Chief Lewis commented that the Police Department currently does not have an area to impound vehicles. There needs to be an appropriate area to process vehicles in the correct manner. This outside storage area needs to be fenced in.

Mr. Manganiello asked what the state is requiring or recommending at this point. Chief Lewis replied that the Police Department infrastructure is required to have a separate juvenile booking area and a separate female booking area. Chief Lewis stated that state law requires sight/sound separation of juveniles and male/female separation. Ms. Schneider commented that she looked at three different towns for comparison. New Hampton has a sally port and one cell. It does not have a juvenile cell. Sunapee has two cells and a two car sally port but no juvenile cell. Ms. Schneider commented that these towns are similar towns and that the Board should visit other towns. Mr. Alpers replied that the towns cannot be compared by population

but that the comparison needs to be in the arrest numbers. Mrs. Cote agreed that it is not just about size of the towns.

Ms. Schneider asked Chief Lewis to supply the Board with a report that includes the total calls for service and the arrest/booking numbers.

Chief Lewis commented that SMP put forth information based upon best practices. Chief Lewis commented that it is a great idea to tour the facilities in regards to the actual layout as this will minimize errors and confusion. Mrs. Cote commented that a certain amount of the layout is based on experience and in part on anticipation of needs. The space needs to be defined based on standards.

Mr. Lagueux made a motion to make an offer for 838 Lake Street in the amount of \$550,000 with a special town meeting in August or September, seconded by Mr. Alpers. Mr. Lagueux commented that this is a good opportunity for the Town as the price is reasonable for that property. Ms. Schneider commented that she is not personally in favor and that the Board needs to look at options. Mr. Alpers commented that the property offers great opportunity for years to come and this is a competitive price for the building. Mrs. Cote thought that an offer in the amount of \$500,000 would be more appropriate. After considerable discussion, the Board voted on the motion. The vote was 3-2 against the motion.

Mrs. Cote offered another motion to make an offer on the property for \$500,000 contingent on special Town meeting approval. The motion was seconded by Mr. Alpers. There was discussion on the motion. Mr. Alpers offered an amendment to the motion to increase the offer to \$520,000. The motion was seconded by Mr. Lagueux. There was discussion on the motion. Ms. Schneider commented that the voters should have another choice at town meeting. A vote was called for by the Chair. The Board voted 3-2 in favor of the amendment. The Board then took a vote on the original motion with the amended amount of \$520,000. The motion passed by a vote of 3-2.

Ms. Schneider requested that the Board proceed forward with looking at the Smith's property, as well as that of another abutter. Mr. Alpers mentioned that he was fine with one or two members of the Board exploring that possibility. Mr. Capone mentioned that he had a conversation with Mrs. Smith and she is interested in discussions. There has been no discussion regarding price yet. The Board needs to get a true assessed valuation of the property. He anticipates the assessor will be viewing the property either this Friday or next Friday.

Ms. Schneider asked that the Town office space requirements be looked at as well. Mrs. Cote mentioned that the focus needs to be on the Police Department space needs right now. Mr. Capone noted that the needs would be what we have presently with the addition of some storage space and the possible accommodation of some expansion of some of the office space.

There was a discussion about funding for design work or for developing other plans. Mrs. Cote noted that it might be premature to be discussing those issues at this time.

Mr. Alpers acknowledged the work that SMP has done to date at no cost to the Town and suggested that a letter be sent to SMP to thank them for all of the work they have done on reviewing the police building numbers.

Mr. Lagueux asked about a status on the fireworks. The Town Administrator mentioned that he would get a confirmation on a date for the Board.

With no further business to come before the Board, Mr. Alpers made a motion to adjourn, seconded by Ms. Schneider. The Board voted 5-0 in favor of the motion. The meeting was adjourned at 6:35pm.

Respectfully submitted,

Wendy Costigan

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Janet Cote, Chair

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Shaun Lagueux, Vice Chair

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Rick Alpers, Select Board

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Paul Manganiello, Select Board

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Betsy Schneider, Select Board