

**Town of Deerfield
Police Department Building Committee
Minutes
July 9, 2018**

Members Present: Andy Robertson, Select Board representative; Cindy McHugh, Select Board representative; Dick Pitman, Chairman of the Select Board; Gary Duquette, Chief of Police; Kelly Laughlin, Brad Briggs, Tom Buffington, Gary O'Connell, Dwight Barnes, Jeanne Menard, and Zack Langlois.

Select Board Chairman Pitman that with the Chief of Police, we will formulate what the mission of the group. The select board just wants to bring to the townspeople, a proposal for a new police station.

He continued that a number of people have stopped him on the street and stated that they wanted to keep the building in the center of town. The site over by the old Mr. Mikes, The Penguin is a pretty rough site so he stated he would like to hear from the towns people.

The rest of the Board of Selectmen are also members of this committee and therefore he asked that people seek out different members should they have questions or concerns. With that, Chairman Pitman turned the meeting over to the Vice Chairman of the Board of Selectmen, Andy Robertson. He stated that Select woman McHugh was going to record the meeting so that minutes could be made and keep everything above board.

Vice Chairman Robertson thanked Chairman Pitman and stated that he thought first that it would be appropriate to go around the table and have everyone introduce themselves.

Mr. Robertson started by introducing himself and stated that he had been a selectman for 18 years and noted that it was brought up in each of those 18 years, a proposal for a police, fire, rescue, complex. There were a couple of attempts at a solution which were not well received by the community at large. This committee is a different strategy to try and hopefully get something done.

Kelly Laughlin, stated that she has been a resident in the Town of Deerfield for approximately 25 years and has noted that she would be committed to finding a solution to this problem as well.

Gary Duquette, Police Chief for the town of Deerfield

Dick Pitman, Chairman of the Board of Selectmen

Brad Briggs, Birch Road who stated that he was a life-long resident.

Tom Buffington, South Road who has lived in town for approximately 16 years

Gary O'Connell, has lived in town 22 years

Dwight Barnes, has lived in Deerfield since 1982 and looks forward to proposing a new police station

Jeanne Menard, Mountain Road

Cindy McHugh, select person who stated that she has been in town for most of her life and thought it was time that the town starting working on a solution.

Zach Langlois who stated that he has been in Deerfield forever.

Mr. Robertson stated to give a little background as to where the select board has been in regard to this project. The board has looked at a number of locations. The Board's primary focus has been on the piece of property directly across the street from where Route 43 and the Penguin Mart are, on the curve. The town owns an eleven-acre parcel there and also owns some more land sort of behind that which borders on Freese's Pond. That seemed like a central location to the Board.

Like Mr. Pitman mentioned, it is a little bit of a rough site. Mr. Robertson stated that he had the plan which can be looked at as the committee gets a little more into it.

We've had wetlands demarcated and have been advised that there is enough space to build a facility there if that is what the committee decides.

63
64 One of the things that the Board has kept in mind is that they are happy with a standalone police department but that
65 they also have an eye towards future emergency services building and would like to situate the building in a site that
66 could be added onto with fire and/or rescue as the town moves forward.

67
68 Another piece of property that the town owns that has been considered in the past that he was sure some would
69 remember which is the piece that is directly across Route 107/Route 43 from this building, behind the ball fields. The
70 town owns a fairly large parcel there that has access from Candia Road.

71
72 Some may recall that the town proposed a safety services complex that had access from Candia Road with parking
73 and changed the intersection where Church Street and Candia Road and hits Routes 107/43 in the middle of town.

74
75 Mr. Robertson stated that one of items that he has to hand out, and he knows that a couple of people have already
76 looked at it, is the Primex report. Primex is the insurer for the town that did an assessment of the fire and police
77 department. What he is handing out is the police Primex Report.

78
79 Mr. Robertson continue that the police chief could point out that there are some woeful inadequacies in the facility
80 that the town currently has.

81
82 The Board of Selectmen's thoughts in general, he thinks, is that they would like to move forward with the police
83 department. He also added that they would like to keep a 20 to 30-year time frame in mind, meaning that the
84 committee doesn't want to just take care of the immediate needs. The town doesn't want to build something and be
85 back at it seven years from now but to build for the long term.

86
87 Mr. Robertson stated that he would leave it to the police chief to give an overview of the inadequacies of the
88 department at this time. He didn't know if everyone has had a chance to look at the different departments but if
89 anyone hasn't that they take a tour of the police department and get a look around. You don't have to spend much
90 time in there to see that it is certainly not a premier work place and in fact, poses some safety hazards as far as
91 bringing people into that facility for both the officers and the people that might be brought into the facility.

92
93 Mr. Robertson turned the meeting over to the police chief, Gary Duquette, to give an overview of some of his
94 concerns in regard to the department he has and what he might be looking for in general.

95
96 Chief Duquette started by stating that he was a newcomer to Deerfield as he has only been here for four years but
97 has been a cop for 25 years, 21 years in Maine with half of that time as the chief.

98
99 The department in Maine was a nationally accredited department which means that you do everything a certain way
100 and was incredibly strict.

101
102 He has been in Deerfield for four years and during that time he has been to different facilities within the state and he
103 can easily say that this facility is one the most inadequate police facilities that you will find anywhere in the state right
104 now.

105
106 The report from Primex was done in 2015 and touches on a lot of things but not everything. The Chief stated that
107 they haven't done anything regarding the results in the report because they can't do any of the suggested upgrades
108 in the facility that they are currently in and other items are pretty costly.

109
110 It's all about safety, security, liability and functionality. The department can't even comply with federal law regarding
111 keeping adult prisoners separate from juvenile prisoners. That has happened more times than he can remember just
112 in the time that he has been chief has been in the Town of Deerfield.

113
114 You bring people into a wide-open parking lot that has a pizza shop, hairdresser, and kids all over the place. You pull
115 in with handcuffed people in the front. The lobby has no security and in general the whole building does not have
116 security in any way, shape or manner. The booking room is the size of a broom closet.

117
118 That is used, and when prisoners get upset, it is usually in the booking room and he would reiterate what Mr.
119 Robertson stated which was if you haven't been in the police station to stop over. The chief stated that he was there
120 every day. Just come on in as seeing what the chief is talking about will help the committee better understand.

121
122 There is no privacy. There are no bathrooms. The evidence room is off the back of the meeting room downstairs.
123 Inevitably, when you arrest someone, you have to go the evidence room. So, they have to drag them into the

124 hallway. There could be meetings going on and such. There is literally no security in the facility. The entryway
125 should be secure, which it is not. There are no holding cells. No place to put prisoners.
126

127 The chief went on to say that he has watched the guys work and they get very creative with how they deal with things
128 especially when it comes to juveniles. He stated that he has walked in and there were five kids sitting at his
129 secretary's desk where all the confidential paper is located because there isn't a place to hold them.
130

131 He continued that his officers get creative and try to handle things on the road, making phone calls in the field trying
132 to get parents to come get them. It is really a poor way to work in law enforcement. There is zero privacy in that
133 office no matter where you go. He stated that he thought that he had the only office where the walls actually go to the
134 ceiling. The rest of them stop short by two feet. You can hear EVERYTHING! People in the hallway can hear
135 everything. The Chief stated that he can't have a private conversation anywhere, not even in his office because the
136 walls are paper thin. He stated that he has had people actually hear them from the hallway. People that we have
137 arrested and they are having a conversation and discussing something inside the office and he has had people come
138 to the front door and ask for him and stated that they could hear him in his office.
139

140 There are a whole host of issues that need to be addressed. The liability and the safety are the really the two big
141 ones. Why the town hasn't encountered a situation that has brought on a lawsuit at this stage of the game, he is not
142 really sure how they have been able to manage it but they have. It will happen and when it does, it will be bad.
143

144 The chief stated that if anyone hasn't been in the area, that he would urge them to go and visit so that he can show
145 anyone what he is talking about.
146

147 Mr. Robertson stated to sum it up, a neighboring chief, and Mr. Robertson stated that he has traveled around to some
148 of the neighboring towns to get a look at what they do and when he was talked to Chief Gunnar, he starting laughing
149 and stated that if you stand in the middle of that department, "there's not a wall that you couldn't throw a dead cat
150 clean through".
151

152 He stated that it didn't make it into the Primex report but it gives you an idea of the security of the interior of
153 Deerfield's department.
154

155 He went on to state that he thought that Mr. Pitman and Ms. Wyman as well, as well as himself, have visited a
156 number of other departments. Nottingham, for example, utilizes a building like the G.B. White Building but they put
157 several hundred thousand dollars into securing it, putting in real walls, bathrooms, holding cell, sally port in the back
158 of the building. He stated that they also looked at Epsom and Northwood.
159

160 Northwoods' is a little on the small side but the same thing, they took an existing building.
161

162 Mr. Robertson stated that he has the blueprints for the Sandown department. They used an existing building. Chief
163 Duquette has been there a couple of times and viewed their layout as favorable.
164

165 He continued that he didn't think that they were going to get down to brass tacks this evening but to give everyone an
166 overview of what the Board has been looking at and what the police chief has been thinking.
167

168 Mr. Robertson stated that he has the survey that was prepared for the property across from the Penguin Mart. He
169 also has the blueprint from the Sandown department. He thought that one of the things that the Board has been
170 keeping in mind as they looked at existing departments is what he mentioned earlier which is a 25-year scenario for
171 the structure. Deerfield is frugal and has been very good in getting the absolute most life as they can out of their
172 buildings, trucks or anything else. We want to make sure that we present this in that fashion.
173

174 Select board Chairman Pitman asked if they could get the blue print of the proposed complex behind the telephone
175 office to which Select board Vice Chairman Robertson stated that they certainly could.
176

177 He continued that when they proposed the safety services complex a few years ago, about 10-12 years ago, it was
178 killing a couple of three birds with one stone. The state has long talked to the town about the intersection where
179 Church Street joins the highway (Route 107/43). They would like the town to do something about it as they deem it
180 as unsafe. There has been a number of accidents at that intersection. Not recently, but there has also been a fatality
181 within memory there.
182

183 The Safety Services complex that had been proposed behind Bicentennial Field actually would have fixed that
184 intersection and changed the traffic pattern and have access into the site he believed below the phone company's

185 switch station that is on Candia Road. As it was laid out, it would also come out below the ballfield on the service
186 road. Those plans are available and he would certainly get those so that the committee can take a look at them.
187
188 Ms. Menard asked if there has been an analysis as to what the minimum square footage of the building needs to be
189 and also what it the sense as to the size needed for the site. She asked about the police department and also what
190 would be needed for the future expansion for the fire department.
191
192 Vice Chairman Robertson stated that they had in regards to the lot across from the Penguin Mart. He stated that they
193 have a rough idea as to the square footage of the building and he thought that it was probably based more on the
194 footprint of the Sandown Department than anything else.
195
196 Ms. Menard asked if anyone knew the square footage of the Sandown building.
197
198 Mr. Langlois asked if it was a 3,000 square foot building or a 6,000 square foot building...
199
200 Chairman Pitman stated that the Sandown building has an upstairs.
201
202 Mr. Langlois asked what does Deerfield need? Does it need an upstairs? Do they need 2,000, 3,000 or 10,000
203 square feet. How big of a building does Deerfield need?
204
205 Vice Chairman Robertson asked Chief Duquette if he had any thoughts regarding the square footage to which he
206 answers that he did not.
207
208 It was asked what the square footage was now? Chief Duquette stated that they really haven't gotten that far with it.
209
210 Vice Chairman Robertson stated that the police department section of the building is under 2,000 square feet
211 definitely now.
212
213 Mr. Langlois stated that the figure Vice Chairman Robertson was the current number to which agreed yes.
214
215 Vice Chairman Robertson stated that some of the issues that Chief Duquette eluded to but to be more specific were
216 some items like a sally port to bring people in to unload from the car instead of unloading them in the open and trying
217 to get them to the door. There are some specific components that they are looking for in the space.
218
219 Chairman Pitman stated that this is the assignment of the committee also to hear what Chief Duquette needs and
220 come up with a square footage.
221
222 Mr. Langlois remarked that when it proposed in years past, he knew 10 years ago it was a full complex, at that point
223 the town had a set of plans because there was a cost associated with it. We would have had an idea back then. He
224 knew that some of the space was fire and he didn't know how much of it was mixed common space.
225
226 Vice Chairman Robertson stated that there was definitely some common space in that facility. He recollection was
227 that the police department section of that was around 4,800 square feet. He continued that the town still has the
228 previous plans. There have been two sets of plans drawn up for safety services complexes that would certainly give
229 an idea of the square footage that the police would be using although you are correct, things like meeting rooms,
230 training rooms and things like that were combined.
231
232 Mr. Langlois stated that if they could recycle a set of plans that the town has already paid for and it's just a matter of
233 saying that we don't need the fire station half of the building and the meeting rooms and such can still be common
234 areas for down the road with growth.
235
236 He continued if the investment has already been made to produce plans then he felt that this would be a logical place
237 to start. You can lope off the apparatus bays for the fire department easily enough but if leaves a hole in the building
238 then it wouldn't work.
239
240 Chairman Pitman added that it was the previous management that planned this and doesn't have the beliefs that
241 Chief Duquette has.
242
243 Mr. Langlois stated that yes that is true but he still thinks that it a starting point.
244
245 Chairman Pitman stated that is why they went to plans to departments that are working. They could start tomorrow
246 with Epsom's plan as they actually have the construction plans for them.

247
248 A committee member stated that it sounds like there isn't a scope of work defined and that we need to figure out what
249 the police department needs in order to build from there. Then we would take and define this much square footage
250 and then decide where they wanted the building. How are the safety concerns going to be addressed? Do the
251 police need rapid access to Route 43/107 or is it okay to come up from the ballfield service road? There is all this
252 other stuff like site, scope of work and then roll it out or else the Board is going to get chewed up.
253
254 Mr. Langlois stated that the other thing that has happened in this town when it has been floated out as a warrant
255 article, it gets shot down. So, has the Board of Selectmen looked at thoughts as to how to sell it in order to get it to
256 pass.
257
258 A committee member stated that he deals with this in his job. There is custody of evidence that is involved and asked
259 if the police department has a safe in their area to which Chief Duquette stated that they do. The committee member
260 continued that there are personal identification issues to which Chief Duquette stated yes. He continued that there
261 are confidentiality issues. The committee really has to address it from the angle that as a town, they could get in a lot
262 of trouble.
263
264 A committee member asked if it were in a different building and didn't they have to leave the station to get to the
265 information. Chief Duquette stated that the evidence room was not in the station and the file room is another room
266 that is downstairs off the first one, right off the little lunch room down the corridor.
267
268 A committee member stated that even with a fatality on the road, the town is going to be liable if they mishandle the
269 chain of custody.
270
271 Vice Chairman Robertson stated that there is a very definite chain of components that need to incorporate and that's
272 part of the reason. He stated that he thought that everyone in the room was familiar with the listening session of NH
273 Listens that was facilitated.
274
275 People came forward and he thinks that the final outcome of that listening report was actually a very small paragraph
276 that stated in general, the group recognizes the need for better police facilities and that we prefer a "yankee" solution.
277 He thought that put the select board in a little bit of a conundrum. We want to be creative and they are interested in a
278 "yankee" solution but there are very definite components to a modern police department as has been mentioned, that
279 the town clearly needs to have.
280
281 There is no sense in building or planning for something that doesn't include those very specific components. There is
282 a very standard recipe for what is needed for a police department to which Chief Duquette agreed.
283
284 Vice Chairman Robertson stated that he could certainly pull the plans that we have had in the past. As mentioned,
285 those are safety service complex plans. He also stated that he has the plans for the Sandown department. As
286 mentioned, that is a two-story building that was an old colonial that was converted.
287
288 Chairman Pitman asked Chief Duquette if the downstairs of the Sandown building covered all his needs.
289
290 Chief Duquette stated absolutely, the second floor isn't even utilized and they ended up turning it into a big
291 conference room because they had the space. They do training in the other conference room.
292
293 Sandown has the same population with the same number of police officers as Deerfield. It's nice because it's new
294 but it's not over the top. They don't have anything in there that they don't need. In looking at just the office space, it
295 basically equals the number of offices that we have downstairs. The sally port goes directly into the booking room
296 which is the way it is suppose to be because once you get them inside, you are supposed to close the door so that
297 they can't get out. Your weapon is secured in a locker outside and bring them into the booking room.
298
299 There are some comments about the size of the booking room which is fairly large. Everyone has seen the booking
300 room here. The thing about a booking room is when things go wrong, it is where it is going to happen. If you are an
301 officer getting attacked by somebody, you need some room to move. If you are stuck in a closet, you are going to be
302 a hurting unit.
303
304 Other than tweaking a few things, it's a few offices, an evidence room, there are two small interview rooms, secured
305 and everything recorded audio and visually. There is a secure main entrance with an office to the side for the
306 administrative assistant to meet and greet and do their thing. There is a one patrol officer room where workstations
307 are set up and they go in to do their reports.
308

309 There is a men's and women's locker room. He stated that currently they don't have that. There are shower facilities
310 like they should have. There is a kitchen/break room. There was even a part where there was another office which
311 was a dispatch area which obviously Deerfield doesn't need because they don't dispatch. It is pretty big and the
312 Chief thought if that space was kept and a wall was knocked out, it would be a conference/training/meeting, what
313 ever you want to call it room out of that area.
314

315 That is all that is in there. There is nothing over the top. They have a full basement which the chief thought was
316 great because all the electronics are down there. The servers and such are set up in a server room out of the way.
317

318 Chief Duquette stated that they have a lot of files. You wouldn't want a space on the main floor to keep everything.
319 You would keep the current stuff close by and you would archive other stuff in the basement.
320

321 This is all that is in the Sandown station.
322

323 Chief Duquette stated that they really hadn't gotten much beyond this point. It was a starting point and is not
324 anything that is over the top. We are looking at 25-30 years out not having to worry about these and he didn't think
325 that this was a town or a department that is going to grow to a much larger size. Even the way that it looks, it would
326 look nice as it looks just like a house.
327

328 Chairman Pitman stated that the look could be gotten without the second story and Chief Duquette stated again that
329 they don't need the second story for anything.
330

331 Chief Duquette stated that when you drive up to the building, there are two bays and it was discussed as to whether
332 they needed something that big.
333

334 **(DURING THIS TIME, A FEW MEMBERS OF THE COMMITTEE WERE TALKING AND MOVING AROUND**
335 **PAPER SO THAT THE SPEAKER COULD NOT BE HEARD CLEARLY AT 26:20 into the TAPE).**
336

337 Chief Duquette stated that he has spent for years in this department and he has jump started cruisers, spent a lot of
338 time himself, keeping cars cleaned off during snowstorms.
339

340 Guys come in for their shift and there are accidents all over the place. The department spends a ridiculous amount of
341 time cleaning the cars off, keeping them cleaned off.
342

343 He stated that he bought a jumper pack because they are always jump starting the cruisers and it is a poor way to do
344 business and it is not the way that it should be done.
345

346 Chief Duquette stated that the way that they did it, we have five cars, and can get four cars in it. In the long run, it will
347 save on wear and tear to keep the vehicles out of the weather. Winter around here gets a little rugged.
348

349 He is a fan of how it (Sandown) was built. From the front, it doesn't look ridiculously huge. It's nice, it's functional,
350 and he was a fan of it.
351

352 A committee member stated that what we are doing is programming the project. We need to look at the function of
353 the rooms and how they interact with other rooms. It was stated by the Chief that he wanted a booking room right off
354 the sally port. That is the sort of thing that has to be taken into account. As far as the size, the committee can start
355 with what Sandown has for a size, what did the old plan have in it. If it is about what you need then that is great, you
356 leave it that size. The committee has to start making a list of needs. It was stated that the committee has to look at
357 such things as windows, and how many and where.
358

359 Chief Duquette stated that the evidence room, the booking room and such are interior rooms and don't require
360 windows. There are two adult holding cells in the booking room itself and you walk through the door into the patrol
361 room and there are two juvenile cells in there. It is complying with federal law. They are in two separate areas away
362 from each other.
363

364 A committee member asked if two booking rooms was needed because of the adult component and Chief Duquette
365 stated that they didn't really need two booking rooms.
366

367 Chief Duquette stated that Sandown did it right and set it up nicely. The part with having juvenile cells in the patrol
368 room is that there are always going to have eyes on the juvenile.
369

370 There are also cameras throughout the facility so that the everything can be monitored.

371
372 **Chairman Pitman was talking from the audience but couldn't hear him because of paper rustling and**
373 **whispering at the table (29:22)**
374
375 **MULTIPLE CONSERVATIONS GOING ON AND COULDN'T HEAR WHO WAS TALKING. (29:53)**
376
377 Chief Duquette stated that it depends on how bad it is. If it isn't horrible, the guys just do it themselves. If it is fairly
378 significant, we usually bring in private companies that do that which he has done in the past. You have people that
379 like to smash their heads into cages. The last time it happened, he stated that he just brought someone in.
380
381 A committee member asked if that would be something that would happen in the sally port, with sanitation and Chief
382 Duquette answered that yes, something like that would.
383
384 Mr. Langlois asked the Chief regarding the Sandown prints, asked if there was a sally port. Is there one that they
385 walled off inside their garage?
386
387 Chief Duquette stated that the garage is wide open.
388
389 Mr. Langlois continued to stated that all four cars are in the garage and that one bay is used as a sally port.
390
391 Vice Chairman Robertson stated that Nottingham has a smaller sally port but it is wide open as well. They have a
392 weapons locker on the wall so even though you have the open space, you can eliminate the weapon and secure any
393 weapons that were taken and use the open space to their advantage.
394
395 Mr. Langlois asked as far as needs, is it better to have one dedicated bay for that inbound vehicle? He continued that
396 he liked the idea of interior storage for the vehicles.
397
398 Chief Duquette stated that generally the garage would be fairly empty anyways for the most part but you drive in on
399 the closest side of the building and the door is right there. That would be things that would be talked about and
400 planned for. This is where we bring them in, make sure that it is clear.
401
402 Mr. Langlois stated that it would be policy to which Chief Duquette agreed exactly.
403
404 Vice Chairman Robertson stated that when looking at different departments, this was much closer to longer term
405 need than, for example, Epsom. He thought that Epsom has five officers and that they are pretty much at capacity.
406 He thought that it was a tight fit for them now.
407
408 Mr. Langlois stated that the building in Epsom he didn't think was that big to which Vice Chairman Robertson stated
409 that it was not that big. It is smaller than the plans before them.
410
411 Chief Duquette stated that if you go there and visit, they have an officer or two less than Deerfield.
412
413 Chief Duquette showed the committee the Epsom building plan. They have a five-man department and it is tight at
414 their building. There is not enough office space in that facility for Deerfield, and they didn't even have interview
415 rooms in Epsom. It was very, bare minimum building that they put up for them and they have outgrown it. Chief
416 Duquette stated that his personal opinion is that the floor plan from the Epsom facility would not be big enough for
417 Deerfield.
418
419 Mr. Langlois asked if the committee should put together an itemized task list so that they are not going around in
420 circles.
421
422 Vice Chairman Robertson stated that he thought they should.
423
424 Mr. Langlois stated that the building needs to be built for 20 years and it also needs to suit the needs of the fire
425 department down the road or have the potential to suit the needs of the fire department down the road, it would be
426 nice to, and some may have already looked at some of the safety complexes that have been built as well.
427
428 When you are looking at these things, you can say, well, this gives us everything we need and also again, we can
429 add on the fire department. You look at a set of plans like what is in front of him and he didn't know where they could
430 attach a fire station and have one complex. He stated that he was only uses this as an example and this may not
431 afford us the growth that we need.
432

433 Vice Chairman Robertson stated that they haven't talked as a Board about having a connected set of facilities. He
434 stated that the same, physical site is a fine idea and believes that there is room on the property across from the
435 Penguin Mart. He went on to say they he didn't think that they would build a separate fire building and separate
436 rescue building but to put a fire/rescue building on that site would probably not be connected to the police
437 department. That has been the discussion of the Board of Selectmen. He continued that they wanted a broader
438 circle of people to bounce off the ideas that they have been talking about.
439

440 Mr. Langlois stated that when he thinks about this as a taxpayer, to himself he says that they are going to put two
441 buildings, side by each, why not have built the original building with enough septic, enough well, and with enough
442 incoming electrical so when the time comes, it's not additional septic, additional well, additional electrical because
443 when you have to bring in more power, you lose some of that economy of scale.
444

445 Vice Chairman Robertson stated that this was definitely part of the Board of Selectmen's discussion as well as
446 access, exit, parking, well and septic design for more than just the police department at a later date. He continued
447 that this is an important decision but that Select Woman McHugh has stated this in the past that probably the trigger
448 for the town to look at a fire/rescue facility would be when our ambulance situation changed in town. He thought that
449 the Board has struggled a little bit with that as to whether they want to build a fire/rescue complex not having an
450 ambulance in town now and thinking that this may be something that will be needed in the future.
451

452 Clearly, the intentions were to look at a site that we could house everything and even if we start with the police
453 department with septic, water, parking and general layout with fire/rescue in mind.
454

455 Ms. Menard asked if it would make sense if some of the committee worked on site issues and other people work on
456 building issues? Obviously, there are some people here that have building expertise and it seems that the committee
457 is going to have a pretty tight schedule. She thought that it was important that the Chief work on getting some square
458 footage numbers as this is an important step.
459

460 Vice Chairman Robertson stated that he thought that they could do this.
461

462 As mentioned, there are some wetland concerns with that piece of property that we have looked at. The surveyor
463 has led the Board to believe that there certainly is room for the police department with adequate parking, access and
464 future expansion.
465

466 It hadn't been said before but it was decided that it would be better if the police as well as the fire department have
467 direct access to Route 43/107 and not coming through a neighborhood or buzzing by the church.
468

469 Mr. Langlois asked if there was any other town-owned land to which Vice Chairman Robertson stated that there is a
470 ton of town-owned land spread out all over.
471

472 It was asked by Ms. Menard about the land at the intersection of Route 43/107 south by the fairgrounds of which It
473 was stated that this property is owned by the school.
474

475 Vice Chairman Robertson stated that there has been test borings done at that site and there is ledge pretty much
476 everywhere.
477

478 There has been delineation setback from the wetlands on that parcel (Freese's Pond). Jim Franklin has spent some
479 time in there. There are other parcels that the town owns around that parcel. He stated that he could get more
480 copies of the plans.
481

482 Ms. Menard asked if Vice Chairman Robertson could orient everyone as to where Freese's Pond is on the plans.
483 Vice Chairman Robertson pointed out the different owners and locations to everyone on the map.
484

485 Ms. Menard asked where the building would be located to which Vice Chairman Robertson stated that the building
486 was not put on the plans but did point out a general area that it could be located.
487

488 A committee member stated that they need to be careful regarding environmental impacts as he just worked on a
489 case in New Jersey.
490

491 Vice Chairman Robertson stated that they are "grandfathered" with the setbacks on this piece so there is a 50-foot
492 setback from the wetlands. They did a little research into that issue.
493

494 He continued that it isn't an ideal piece but it is centrally located, the town owns it and it gives direct access to the one
495 main road in town.
496

497 A committee member asked if there was going to be a fuel farm or anything like that at the facility to which it was
498 answered no.
499

500 Mr. Langlois asked if the town had a piece a little further up to which Vice Chairman Robertson stated that they did
501 have a piece that comes in somewhere at the back side of the school to which he pointed out to the committee
502 members.
503

504 Mr. Langlois asked if the other piece was more suitable or did they want to be on the corner for what ever reason to
505 which it was answered that the piece wasn't suitable.
506

507 Vice Chairman Robertson stated that they looked at all the parcels and this one clearly stood out as the one that
508 area.
509

510 A committee member asked about ingress, egress should a station be built there to which Vice Chairman Robertson
511 stated that there are a couple of options. The thought was that they would improve on Freese's Pond Road for at
512 least one of the entrances or exit and then try to have something more direct.
513

514 Vice Chairman Robertson stated a couple of thoughts which the property was near the school, it's fairly central and it
515 dumps immediately onto a main road without cutting through the center of town or the ballfield. He continued to
516 stated that the other Board members, Jeff Shute and Fred McGarry have some project and design experience and
517 they seem comfortable that this site would work.
518

519 Ms. Menard asked if a site walk could be organized and maybe any other site that people want to revisit to which Vice
520 Chairman Robertson stated absolutely, any site that the committee wants to visit.
521

522 Vice Chairman Robertson stated that every other Monday night is a typically a select board meeting and normally
523 they are done before 7:00 p.m. so if Monday nights work for people, they could probably still hold onto Monday
524 nights.
525

526 Mr. Langlois stated that this would work because Tuesday's is MBC and for him and Wednesdays are school board
527 meetings.
528

529 It was asked by a committee member regarding information on the site and Vice Chairman Robertson stated that you
530 could get most of the information from the Cartographic site. You can get a bird's eye view, zoom in to the exact
531 coordinates of any section of the property. It also gives a fairly good overhead shot of the area.
532

533 Mr. Langlois asked if on the land that the school owns on the other side of town, is that site not suitable only because
534 of where it sits in town to which Vice Chairman Robertson stated that yes, the Board has definitely discussed that site
535 and the previous chairman was very interested in using that property.
536

537 Mr. Langlois stated that he wanted to use it as a funding mechanism which didn't necessarily suit the school's best
538 interests.
539

540 Vice Chairman Robertson stated that they had actually proposed a plan to the school board to do some land
541 swapping which the town would give them the Freese's Pond piece and the town would take the school piece and sell
542 it and use the proceeds to build the building.
543

544 Mr. Langlois stated that he thought was that if three for four acres of land is enough to satisfy what is needed, and it
545 can be found there and the road is already going into it, unless there is a geographic issue, it is potentially something
546 that is at least worth looking into. It's dry, it's flat and it was site prepped, granted twenty years or so ago.
547

548 Vice Chairman Robertson stated that it was cleared for a residential development.
549

550 Mr. Langlois stated that there is already an access road, but don't know what kind of condition that it is in at this point
551 but it hasn't been driven on in twenty years. The school owns it, they can't do anything with it, they can't dispose of it
552 but the town could dispose of it if it were deeded back to them which was the last chairman's proposal was in order to
553 fund the police station.
554

555 The town doesn't need 70 acres and the school didn't necessarily want it developed to put another 50 kids in the
556 building because they are at capacity so the community is going to have another uncomfortable conversation coming
557 up in the near future.

558
559 The school has a 477-student building with 540 students currently. They don't need another 25 units popping up with
560 another 50 students coming in.

561
562 Vice Chairman Robertson stated when that property was sold, he had talked to a lot of people that were pro building
563 a new high school and was told that they don't want to see a new high school ever.

564
565 Mr. Langlois continued that if the community needs three acres of it to build a police station with potential growth, he
566 thought that the school board would listen to it. He couldn't speak to the board on it but he didn't think of any reason
567 why the board wouldn't listen to it.

568
569 Vice Chairman Robertson stated that the Board of Selectmen would be interested in looking at that site if it were
570 available. It's not maybe, quite as central at the Freese's Pond piece but it certainly more buildable and it's still fairly
571 central being at the junction of two major roads in town. It is also fairly close to the fairgrounds which is probably our
572 biggest exposure.

573
574 A committee member stated that there are response times to consider with the town growing. It needs to be
575 balanced as to what works best.

576
577 Committee members asked about the orientation of the property to the road.

578
579 Mr. Langlois stated that it goes along the river and Middle Road.

580
581 A committee member stated that if part of it was sold for development, could you get into the property from a different
582 way?

583
584 Mr. Langlois stated that the school wouldn't sell it for development or at least he didn't see that happening but there is
585 already an access road right down the center of the property basically. It was originally slated for he thought for
586 sixteen lots.

587
588 Vice Chairman Robertson stated that he could certainly pull plot maps of that property as well and maybe the thing to
589 do is do site walks of both sites to get a look. He thought, as making buildings fit and having room for expansion if we
590 wanted to do something with fire and rescue, the school-owned site is probably preferable to the Freese's Pond site.

591
592 A committee member stated that there are all the wetlands to work around and Vice Chairman Robertson stated that
593 there is ledge also.

594
595 A committee member asked Chief Duquette how important is the location of the building?

596
597 Chief Duquette stated that it is important as Deerfield is a big town. It takes a little while to get anywhere in town.

598
599 Vice Chairman Robertson stated that Deerfield is the biggest town in the county.

600
601 Chief Duquette stated that either one of the pieces of property would work but that he thought that maybe fair time
602 might be a little challenging getting in and out of there for five days but it is only a five-day window. For the rest of the
603 time, he thought that it would fine.

604
605 Ms. Menard asked Ms. McHugh about how she felt about rescue responding from that location as opposed to the
606 Freese's Pond site.

607
608 Ms. McHugh stated that it isn't much of a difference either way. It is a haul over to the Epsom side now but it is
609 anyway.

610
611 Vice Chairman Robertson stated that no matter where the facility is sited, there is going to be a 20-22-minute
612 response to somewhere in Deerfield.

613
614 Mr. Langlois stated that he was just throwing ideas out there. He stated that he hates that the school property is
615 going unused and reverting back to nature considering it was cleared and was ready to rock at one point. He stated
616 that he knows where there is some equipment that could clear it.

617
618 Ms. McHugh stated that she didn't know if this was anything but that she knows that Chief Fisher was talking about
619 asking to use the area as a landing zone also for the town.
620
621 Mr. Langlois stated that this was on the agenda for Chief Fisher to talk to the school board in August.
622
623 Ms. McHugh stated that fire/rescue have a few through town and she thought that we had lost one and the Chief
624 wanted to replace it. The town has LZ's on the Epsom line, at Pinecrest.
625
626 Ms. Menard thought that they would want to use the school and it was told that it was the access in the winter time
627 that is the issue as the school doesn't maintain the road to the ballfield in the winter.
628
629 Ms. McHugh stated that the same was true for the fairgrounds in the winter.
630
631 Vice Chairman Robertson stated that he didn't think that this would be precluded.
632
633 Mr. Langlois stated that the concerns are where the building will be and the design and certainly other things could be
634 done simultaneously.
635
636 Vice Chairman Robertson asked if the committee wanted to plan a site walk, maybe to the school site first. He didn't
637 know how frequently the group is going to be able to meet. He thought that Monday nights are pretty good around
638 this time frame and it is still light out.
639
640 He asked if the committee wanted to plan on next Monday or was that too frequent? Maybe it would help to get
641 things thinned out but to get going and see the sites.
642
643 Ms. Menard stated that she would be out of town for the next ten days but would be back a week from Tuesday so in
644 two weeks she could make it but not one.
645
646 Vice Chairman Robertson stated that every Monday might be too frequent so does the committee want to meet here
647 in two Mondays at 7:00 and if they could, hit both parcels. He thought that they should start with the school parcel
648 which isn't as familiar.
649
650 He continued that maybe at that point, the square footage needs could be tightened up so that the committee would
651 have a gross square footage to focus on.
652
653 Ms. Menard stated that she thought that she had the square footage figured out but its got too many jogs to do it
654 correctly.
655
656 Vice Chairman Robertson stated that one of the things that he would do is he thought that on the tax card it has the
657 basic footprint sketch which would give the committee the square footage.
658
659 Mr. Langlois bought up a number of items that need to be determined once the footage has been decided such as
660 what is needed for safety and procedure, can the building be stick built, can it be a block building, all those types of
661 things that need to be decided to be prudent and fits the application.
662
663 Vice Chairman Robertson stated that the Chief might disagree but the Board hasn't looked at a block build or mortar
664 in any plans that they have looked at in town.
665
666 Chief Duquette stated that absolutely it can be stick built. The part that really needs to be secure is the entryway, and
667 the evidence room. The evidence room needs to be like a bank vault.
668
669 Vice Chairman Robertson added, which the evidence room isn't. The town has certain kinds of drug arrests and it
670 gets kind of pungent downstairs. Anyone that wondered where the weed was, it was there.
671
672 A committee member asked Chief Duquette if there were any publications that give standards as to what size is a
673 typical cell and other items.
674
675 Chief Duquette stated that he didn't have an answer for that but would have to look.
676
677 Vice Chairman Robertson stated that he has the municipal guide from 2016 that does give some overview that he
678 would get copies for the committee. It is fairly thick because it has some ideas as to how to propose it to the

679 community as well as it is geared to a little bit larger community than Deerfield but he thought that the principles in the
680 guide can certainly apply.

681
682 Mr. Langlois stated that he knew that on the school side, the state has resources that can be accessed who are the
683 ones that do your calculations to say that your building is ready for students and that sort of thing. He didn't know if it
684 was available on the police side but the state may have something that can help.

685
686 Vice Chairman Robertson stated that Mr. Langlois is familiar with the population statistics for the town of Deerfield.
687 The population is not slowing down. He thought that a lot of people thought that it was.

688
689 Mr. Langlois stated that the school's demographic study is wrapping up and when it is done, they will provide a copy
690 to the town. The preliminary projection is that Deerfield will grow to around 6,500 over the next 15 years.

691
692 Vice Chairman Robertson asked if the committee wanted to plan on not the next Monday but the following Monday
693 which would be the 23rd of July.

694
695 Ms. Menard stated that one of the things that she would like to do is she stated that the Vice Chairman has had years
696 of conversation on the issue and has been having lots of conversation. She stated that she has had random
697 conversations just causally so she would like to go back to the Listen's Group and talk with Aron and get a copy of
698 that.

699
700 Vice Chairman Robertson stated that he has copies of that he could provide to the group.

701
702 Ms. Menard continued that she would like to reread it. As a community, we do need to go back to and pulling the
703 comments that were made relevant to the police. We won't try to get to sidetracked with the other topics but certainly
704 keep those in the backs of our minds.

705
706 Vice Chairman Robertson stated that if people don't mind receiving that electronically, he thought that he could send
707 it as a report if he could get everyone's email.

708
709 Mr. Langlois asked where this is a select board committee, is it appropriate that all questions be directed to the chair.

710
711 Vice Chairman Robertson stated that this was absolutely true. If you want materials or have specific questions, direct
712 them to him and he would have the town administrator get them. If he can get ones emailed, at the very least he
713 knows that he has an electronic version of the final report of the NH Listens group that can be gotten to everyone in
714 the next day or two.

715
716 A committee member stated that this is a good idea because when you are in the business of selling something, you
717 could very well get some feedback that is based on that report and that event.

718
719 Mr. Langlois stated that he hoped that it also includes why this hasn't worked in the last handful of times in the last 25
720 years. It is something else that needs to be addressed. If it is a financial thing where the taxpayers don't feel like that
721 can handle the burden.

722
723 Vice Chairman Robertson stated that it is clearly to his experience has been a financial thing regarding taxpayers as
724 well as a political thing.

725
726 Where we have combined fire, police and rescue, and for those that aren't aware, there has been some turbulence
727 among fire and rescue and that sort of thing over the last decade and that he thought that this has played a part in the
728 failure of a safety services complex more than anything else as well as the cost of it.

729
730 Vice Chairman Robertson also mentioned the warrant article. One of the things that Deerfield has not done in a long
731 time is bond a project. He thought that if this was a bonded project, it could be done with a fairly minimal impact on
732 the tax rate.

733
734 The last thing that was bonded was the closure of the transfer station well over a decade or maybe even two decades
735 ago. He believes that it is going to have to be a warrant article to get community support. It is nothing that can be
736 fangled in the budget but he thought that a warrant article with a bonding effort.

737
738 If you can pass the bond, once the budget falls into default, it is basically there. You only need to pass 100,000.00
739 not a million and that amount is much more palatable than 1 million.

740

741 Vice Chairman Robertson stated that it would be a much smaller tax impact. Typically, between 500,000.00 and
742 600,000.00 is a \$1.00 on Deerfield's tax rate. A bonded project would be a lot more.
743
744 Ms. Menard asked if everyone could meet as 6:45 p.m. and maybe they could get started if the select board is still in
745 their meeting. It would be good to get both sites in.
746
747 Vice Chairman Robertson stated that it would be good because it would hopefully get the select board meeting to end
748 before the meeting. He thought that they could definitely meet at that time.
749
750 Vice Chairman Robertson stated that the committee would meet at the G.B. White Building at 6:45 p.m. if that is
751 agreeable and he will get the Listening sessions final report to everybody hopefully tomorrow.
752
753 He continued to stated that the Chief has some basic square footage numbers and would see if he could get the
754 straight forward footprint of the Sandown site as well.
755
756 Anything else that any of the committee members would find useful, if you could either contact him directly or John
757 Harrington, town administrator. His email and phone number and fax number are on the town website. If you could
758 get your requests to Mr. Harrington, it will assure everyone that the committee is not operating behind the scenes.
759
760 A committee member stated that they had the ability to scan any size sheets if that would help to which Vice
761 Chairman Robertson stated that this would be definitely helpful.
762
763 A committee member asked what the time frame was regarding the scope of work from the committee.
764
765 Vice Chairman Robertson stated that the select board would like to have something to put in for the upcoming budget
766 cycle which means that the committee would want to have something no later than November at the latest.
767
768 A committee member asked if there was any grant money that anyone was aware to which Chief Duquette stated that
769 he wasn't sure and would have to look.
770
771 Vice Chairman Robertson stated that there might be something federal more than state. The state is pretty dry.
772
773 A committee member stated that if they could incorporate some green features into the building that the town might
774 get some grant money for it such as solar.
775
776 A committee member stated that she would look into that option and Vice Chairman Robertson stated that Selectman
777 McGarry might also have some insight into that.
778
779 A committee member asked if the Sandown project was new construction to which Vice Chairman Robertson stated
780 that it was an existing two-story colonial that Sandown took for back taxes and then modified and rebuilt.
781
782 Ms. Menard stated that it was a big colonial.
783
784 Vice Chairman Robertson stated that he thought that what was discussed gives the committee a good starting point
785 and if July 23rd is agreeable at 6:45 p.m. or so and he would put together an email contact list and get that to
786 everybody as well. As soon as he could get the other information, he would send it out electronically earlier.
787
788 Ms. Menard stated that although it is outlandish, has the select board thought about demolishing the G.B. White
789 building?
790
791 Vice Chairman Robertson stated that they hadn't recently. When the Board of Selectman were first charged with
792 taking over the building, the town voted that it would be retained it and use it as a mix of office space and commercial
793 property.
794
795 At that time, there was a survey done to see what might be done to the building to make it more compliant and
796 basically were told to chop off everything behind the bricks and wreck as being the most cost-effective suggestion.
797
798 He went on to say that they have had their fire marshal inspection of the building. The select board hasn't reviewed
799 the final report but he could say that at no time that we have owned the building, we have been in compliance with
800 anything that the state has wanted the town to do.
801
802 That is certainly something that could be in the table also.

803
804 Ms. Menard stated that she didn't think that there should be anything off the table here. The committee needs to be
805 able to answer to every idea that comes forward. We need to be able to give the pluses and the minuses. She
806 knows there is some great renovations done to the front end and maybe the back end can go and there can be a
807 whole reconfiguration of a use.
808
809 Mr. Langlois asked if there was property across from the fire station, the old church, for sale.
810
811 Vice Chairman Robertson stated that the Community Center has been for sale.
812
813 Mr. Langlois asked if from a cost standpoint, is that a space that could be looked at. He stated that he didn't know
814 how much it was for sale for but thought that the square footage was there. If it could be bought and renovated could
815 they get what they need out of that building?
816
817 Vice Chairman Robertson stated that having some involvement before it was in its present state, he would probably
818 shy away from it personally but keeping with Jeanne's thought, it needs to be on the table.
819
820 Ms. Menard stated that they can come onto the table and take them off the table with reason.
821
822 Vice Chairman Robertson stated that the only reason that the select board has not contemplated demolition of that
823 part of the building initially was the that the town voted at town meeting telling the Board of Selectmen to keep this in
824 its present state and utilize it as a community structure. The board took it as their walking orders and work to improve
825 it as best they can and utilize it the best as they can.
826
827 A committee member stated that there must be a concern by the Board that they aren't compliant to which Vice
828 Chairman Robertson stated that it is indeed a concern to the Board. He could state that, and keeping with Jeanne's
829 thoughts, what's being recommended and pointed out as needing correction are probably \$600,000.00 to
830 \$700,000.00 at a minimum and in actuality would be seven figures if the town did what they were advised to do.
831
832 Vice Chairman Robertson stated that they would put together a summary of what has been talked about and there
833 are recorded minutes. He will get as much information out to everyone via email and will plan on meeting on the 23rd
834 at 6:45 p.m. to take a look at the sites. He also believed that this coming Monday, they were going to review and
835 unveil the formal report regarding this building so that will be a public document by then. Maybe the committee can
836 look at that with an eye towards whether this is feasible to keep or not.
837
838 He didn't know what the town would do with Parks and Rec as that is the biggest department in town at this time and
839 most fiercely guarded.
840
841 Ms. Menard stated to the chief that he must be encouraged to which he replied that he has been doing this for only
842 four years and this has been a 20 plus year discussion.
843
844 Mr. Langlois stated that the biggest challenge is just selling it to the town.
845
846 Chief Duquette agreed. He stated that they did open houses and thought that they had a pretty good response with
847 people coming in. He would have liked to seen more.
848
849 A committee member asked about the evaluation regarding the keeping or demolishing the G.B. White to which Vice
850 Chairman Robertson stated that he thought that they had the report regarding this.
851
852 In the interim, the Board looked at removing the section and building out. John Reagan spearheaded that and
853 actually have a set of plans for putting an addition on the side of the front of the G.B. White building. At the time,
854 there wasn't a formal police department planned into it.
855
856 Mr. Langlois stated that it just hurts because of all the money that has been spent in the last few years on that end of
857 the building.
858
859 Vice Chairman Robertson stated that most of the work that has been done on that end, the windows and the
860 insulation that was done has been helpful but it was primarily a cosmetic project. It wasn't cheap, but it was
861 cosmetic.
862
863 It is clearly a liability as one of the things that they ran into was when they were replacing the siding, it was
864 discovered that there wasn't really an interior wall but an aluminum sandwich with foam in between which was three

865 inches thick and if you put a saw to it thinking you were removing the siding, the saw blade actually comes through
866 the interior of the classroom. Some of it was rebuilt in strategic spots but its not much of a building.
867

868 Vice Chairman Robertson adjourned the meeting at 8:18 p.m.
869

**Next Meeting on July 23, 2018 at 6:45 p.m.
G.B. White Building**

*Respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending Approval by the Committee*

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876

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