

**Town of Deerfield
Police Department Building Committee
Minutes
July 30, 2018**

Members Present: Andy Robertson, Select Board representative; Cindy McHugh, Select Board representative; Gary Duquette, Chief of Police; Kelly Laughlin, Tom Buffington, Dwight Barnes, Jeanne Menard, and Zack Langlois.

Meeting Called to Order at 6:45 p.m.

Motion: Mr. Langlois moves to approve the minutes from July 9, 2018

Second: No name given as to who seconded the motion although it was seconded by a member of the committee

Discussion: Mr. Robertson stated that he talked with the town administrator and other than for motions and such, the minutes do not have to be a verbatim set of minutes.

Jeanne Menard stated that while going through the minutes, should a person want to be identified as the person that made the statement then it should be allowed.

Mr. Robertson stated that names should be noted especially with motions.

Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries

Mr. Robertson apologized for the cancellation of the meeting last week but thought at the time it was a good idea considering that they were predicting heavy rain and thunderstorms.

Mr. Robertson stated that at the last meeting it was decided to visit the town-owned property by the Penguin Mart and the school owned property at the intersection of Route 107 and Route 43 (south). He didn't know what order they wanted to look at them.

Mr. Robertson handed out a drawing to everyone which showed the layout of a safety services complex in 2012 as drawn by Keech and Nostrum. There isn't any detail but gives a rough idea of what the board at that time was thinking and what the town engineers had recommended.

The town owned property is 11.5 acres and on the back are what Keech and Nostrum had given the Board for a recommendation.

The school owned property is 75.8-acre. with frontage on Middle Road and Stage Road.

The other item that was passed out was the sketch of the safety complex from 2003-2004 along with the tax map that was to be located diagonally across the street from this building which won't be easy to access tonight. The lot that the town owns there is approximately 9 acres.

Members reviewed the items that were passed out.

Members left to go look at the sites at the school owned property and the town owned site on Route 107 and came back at approximately 7:45 p.m.

Mr. Robertson stated that the other handout was for the property across the street and if anyone wanted to take a look at the property, the easiest way to get to it is to go down the stairway at Bicentennial Field and at the bottom go immediately to the right.

Mr. Robertson stated that after the visit, it was apparent that the school site would be the easiest to build on but the centrality of the site may be an issue.

It was mentioned also that they also had the plans for the G.B. White building site but at the time, Parks and Rec didn't occupy as much of the space as they do now and would cause problems.

Mr. Robertson didn't think that there were any other sites. Ms. Menard had mentioned a commercial property which Mr. Robertson looked at which was the old P.K. Lindsey site.

1 It was mentioned that the only other property that they thought was available was the Community Center across from
2 the old Town Hall and the group brought up that the site was relatively small and the asking price was significant. It
3 was also brought up that the land that is on the site has a lot of ledge.
4

5 Discussion ensued as to how to take this to the community. Ms. Menard stated that she thought that it should be laid
6 out specifically as to why a spot is the most suitable.
7

8 She continued that she thought it would be a good idea, if possible, to go back five years with Rockingham Dispatch
9 to see if there are more calls in one area of town over another. She thought it would help in being very logical in
10 ruling out any particular site.
11

12 Ms. McHugh stated that the police department goes to any call that rescue is toned out to such as the Inn at Deerfield
13 and Upham Drive but the police department alone doesn't get called to either one of those locations for the most part
14 so being where the department is now is centrally located for rescue but may not be for the police department.
15

16 Chief Duquette stated that there are a lot of square miles in Deerfield and they don't have any real hot spots. He
17 could break down calls but he didn't think it would show anything as there isn't any hot spots in town.
18

19 It was also noted that the police department doesn't have to come to the station as they are out in the field whereas
20 the fire and rescue personnel need to go to the station.
21

22 Mr. Langlois asked where the most building was going on and it was answered the South Road/Allenstown line area.
23 It was further discussed that this would be a great question for the planning board.
24

25 Mr. Robertson stated that Hartford Brook is one of, it not the, densest area of buildings. There is also building
26 happening on Middle Road and Mt. Delight.
27

28 Ms. Menard continued that she thought it was important to get the data, even if it is scattered, to the general public.
29

30 Mr. Robertson stated that if anyone has lived in town for a long time, it is apparent where the center of town is but as
31 for the largest amount of people, it is definitely on the south side of town even though the area of land on Nottingham
32 Road is just as big. There are definitely less people in that area compared other areas.
33

34 Mr. Langlois stated that the committee needs to be mindful of the fact that the community doesn't want to do this
35 twice. The location should be able to be built out at another time in the future so that the town doesn't have to go
36 through this process again.
37

38 He continued that it would be advantageous to bring in all utilities such as well, septic and such and when the time
39 comes to add fire and rescue, only the building would need to be built and hooked up to the utilities onsite and it
40 would be good to go.
41

42 Mr. Robertson stated that he would work with the chiefs and Ms. Hugh regarding call volume as well information that
43 he knows exists for population mapping in Deerfield. He will also go to UHN's Granite site to get any information that
44 the committee can use.
45

46 Mr. Robertson stated that with all the information that he has heard tonight, he comes back to the fact that the school
47 property is the better property to build on.
48

49 Ms. McHugh reminded everyone that the fire department owns the property right next to the fire station and it could
50 expand onto that site.
51

52 One other item that Mr. Robertson brought up was in regard to square footage that was needed for a new facility.
53 Chief Duquette had brought up that he liked the layout of the Sandown facility which is about 6,000 square feet
54 whereas the Epsom station is approximately 2,500 square feet which was thought to be too small before they even
55 started.
56

57 Chief Duquette stated that the Deerfield Police station is about 1,400 square feet.
58

59 Ms. McHugh asked Chief Duquette if the Epsom layout was made bigger, would it work?
60

1 Chief Duquette stated that there are a couple of changes to the Sandown station that would make it a little smaller
2 such as making the booking room a little smaller and eliminating two of the holding cells but that it wouldn't be that
3 much of a difference in footage.
4

5 Mr. Robertson stated he will provide a link to the Police Standards and Training to look at the document that Chief
6 Duquette was referencing which basically shows how to sell your building to the townspeople.
7

8 Chief Duquette stated that if the Epsom building was enlarged to the 6,000 square foot footprint, it would definitely be
9 large enough.
10

11 With discussion of the size of the station, the actual station not including the garage would be approximately 4,000
12 square feet.
13

14 Mr. Robertson stated that in the Board of Selectmen's meeting, the discussion has been to be economic but they
15 didn't want to put up something that won't fit into the character of the town.
16

17 Ms. Menard stated that she had one other comment. As she was reviewing the "NH Listens" report, one of the points
18 from the day was "ongoing community engagement of the total process".
19

20 At some point in the near future, once the committee has made process in what they are doing, she felt that getting a
21 newsletter out to educate the community and let them know what progress has been made would be a good idea.
22

23 Ms. Laughlin stated that her son, who has been very successful in online marketing, thought that the town should do
24 a Facebook video on what is missing and what is not adequate. There were recommendations in the report that if the
25 public could see the shortcomings.
26

27 It was thought that putting the information out to the community as to what the town is looking at in regards to a
28 building would be a good start and that if such communication starts a flood of ideas from the community, would it be
29 best to have a sub-committee of this committee filter through and log them.
30

31 Mr. Robertson thought that in such a newsletter it should contain the sites that the committee has visited, the square
32 footage that they are looking at for a building and the requirements of such a building and ask the community for their
33 ideas.
34

35 It was discussed that this information should be gotten to the community sooner than later so that the community can
36 look at it. It needs to be done in a way that it has never been done before.
37

38 A discussion ensued regarding using social media and it was suggested that the meetings be held downstairs so that
39 the meetings could be broadcast on the town channel.
40

41 Discussion for the next meeting ensued and they agreed on July 13th.
42

43 The group discussed the social media option.
44

45 Ms. Menard was reviewing the plans for the site on Route 107 and the wetlands were delineated a lot better on paper
46 than what was seen at the site visit and was the option of most that it was not as suitable and would be expensive to
47 build on but that she thought the committee needed solid evidence to be able to communicate to the community as to
48 why this site is good/not good.
49

50 Mr. Robertson stated that he thought that they could get Jim Franklin, who did the surveying to give his opinion on the
51 plans before the committee. Mr. Franklin had stated that the only way that the Route 107 site is buildable is the fact
52 that the 50-foot setbacks could be used. It wouldn't be a buildable area if it had to comply with current regulations.
53

54 Mr. Langlois stated that if the committee is considering the school's land, it should be sooner than later that the
55 committee talks with the school board. He could raise the issue at a school board meeting but it would be a good
56 idea to get to that point. He stated that the fire chief is coming to the next meeting to talk about doing a landing zone
57 on that same lot. The school board meeting is August 8th.
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59 Mr. Robertson stated that he would go to the meeting on the 8th in order to raise the subject regarding that piece of
60 property.
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Motion: Zach Langlois moves to adjourn 8:45 p.m.

Second: Tom Buffington

Discussion:

Vote: Yea 8, Nay 0, Abstained 0 – Motion Carries

Next Meeting: Monday, August 13, 2018 at 6:45 p.m.

*The Minutes were transcribed and respectfully submitted by Dianne L. Kimball, Recording Secretary
Pending approval by the Police Department Building Committee*

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