

Facility Sub-Committee Meeting

Participants: Jean McCall, Tiffany Hughs, Dick Busick, Craig Buckingham, Ed Detwiler, Lori Hunter, Beth McFarlane, Rick Walsh, Diane Schrimpf (chair)

Date: 5-9-2018 – our First Meeting – Kickoff

Roll call completed. Tiffany brought cookies. Diane brought chocolate

Discussed how each member thinks we should conduct the meetings. Group identified:

- Be efficient
- Respect others' opinions
- Follow through on commitments
- Be logical and economical and practical with ideas
- Consider all options and points of view

Handed out list (document on Website) of residents' requests for what the committee should keep in mind as we move forward.

Discussion was to confirm the committees Purpose. (document on Website).

Discussion on Deliverables (document on Website). Discussed milestones and interim communications. Discussed asking Village for documents including schematic of building, inspections performed, diagrams of land and pool area. Kim did send us an email on testing asbestos. Waiting for additional information.

Discussed performing needs assessment if one has not been performed. Will talk to Eric. Had asked Kim and she would like to participate in a needs assessment session. Beth talked about needs assessments process in more detail.

Talked about the order in which committee tasks should be performed and/or decisions made. (related document on web) Discussed looking at potential sites and requirements and specifications for police facilities.

Discussed Assumptions (document on web)

Police and EMS do not need to be together

Two police on a shift, 9 full time officers including chief

EMS will maintain 1 EMS vehicle (side discussion on cost-benefit of EMS)

Mayor's court continues

Discussed touring villages of similar size and take a tour of facility. Especially police facility. Discussed concern with wants versus needs and how similar size villages cope with limited space and funds for police. Diane is performing research in this area and collecting information. (document on web) Hebron and Brewster were suggested for a tour.

Discussed concerns with requests by our Chief of Police in terms of affordability. Discussed the general lack of flexibility to think of ways to make the building more economical. How can we become more educated on needs versus wants.

Discussion of pre-fab buildings – could some of them have build a police department. Discussed pros and cons. More discussion about special needs of police department facility. Multiuse spaces are important.

Reviewed the need to communicate proposal to residents and make sure there is a consensus to move to the next step.

Wrap up meeting with next steps. Collect available documents from the Village and try to set up site visit to Hebron and Brewster. Also work on process flow and milestones and needs assessment. Meet again in a few weeks after more information available.