



Brentwood Police Department

1 Dalton Road

Brentwood, NH 03833

Tel: (603) 642-8817 Fax: (603) 642-3165

E-mail: info@brentwoodpd.com

July 16, 2019

Minutes from Monday, July 15, 2019 Police Facility Research Committee

Attendance: Chief Ellen M. Arcieri, Bob Mantegari, Dick Chamberlain, Kip Kaiser, Eric Kelly, and Tom Christiana from Norwich University

Meeting commenced at 1805 hours

- A motion was made to accept the June 10 meeting minutes. Motion was granted.

Discussed:

- The importance of including Fire Chief Joe Bird in the communication of the site location of the proposed police department. A decision was made to include Fire Chief Joe Bird in the committee's email chain as well as extend the opportunity for one of the fire department members to participate in the committee meetings.
- Two test pits were conducted at the proposed site behind the fire department over the weekend. The results of the test pits look fine. No high water. Weathered granite was located, however, not concerned with the results. Will look into further.
- The results of the test pits indicated that anything located can be removed by an excavator.
- Kip Kaiser produced test pit results data from the Fire department as well as The Baker and the Ice Cream Maker business establishment located on Route 125. These results were given to the Norwich University engineering students to include in their project.
- No perc test was conducted, however, Norwich students took samples and plan on testing these samples. Norwich plans on conducting a perc test of proposed police department site.
- Discussion of traffic flow between the solar panels and the existing parking lot for the proposed police department.
- Kip Kaiser presented his proposed police department design to the Norwich engineering students so they can use for their final project design.

- The lack of a female locker room at the present police department is a cause for concern for compliance issues. Efforts were discussed to implement a temporary locker room. Files that are presently being stored in the 10 x 5 foot closet can be moved into the Sergeant's office temporarily and a makeshift locker room can be constructed to become compliant.
- The committee agreed that public tours of the present police department can be implemented after Norwich University presents its proposed design.
- Further discussion on the ongoing commercial expansion and growth of Route 125 and housing developments and the impact on the community, town, and police department.
- Anticipated completion of the Norwich University project design is December 2019. The students will give the committee a synopsis throughout this fall. Potential of Norwich University presenting the completed project design to the Board of Selectmen sometime in December 2019. After completion, the committee may have the Brentwood Newsletter publish an article on the status of the proposed design and overall goal of the proposed police department.
- Kip Kaiser will have a rough draft of the Needs Assessment RFP within the next few weeks for the committee to review.

Meeting adjourned at 1900 hours.