



Ellen Arcieri
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June 13, 2019

Minutes from Monday, June 10, 2019 Police Facility Research Committee

Attendance: Chief Ellen M. Arcieri, Bob Mantegari, Dick Chamberlain, Kip Kaiser

Meeting commenced at 1810 hours

Discussed:

- Kip advised the town's engineer could develop a plan for the proposed P.D. for approximately \$1,000. This would include the driveway, roadway, and site plan. The town engineer developed the plan for the fire department so already has extensive knowledge regarding the location.
- Further discussion about the Needs Assessment and appropriated funds of \$9,000 for the study.
- Kip will draft a RFP for a Needs Assessment. This will include the current deficiencies, current square footage of the present P.D., statistics from Rockingham County and Southern New Hampshire for population and demographics. Members of the committee will review the RFP, provide feedback, and Kip will finalize for publication.
- Proposed July 15th date (Monday) for Norwich University engineering students to view fire department site and Wayne to dig test pits on that date. Kip, Eric, or Bob will email Norwich students to confirm July 15th visit.
- Kip will confirm with Wayne Robinson to secure backhoe for test pits.
- Kip will meet with Fire Chief Joe Bird to discuss test pits and further discussion about proposed site for new P.D.

Meeting adjourned at 1917 hours.