



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

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***Facilities Study Committee 2011-2012
Police Facility Evaluation
Wednesday, June 29, 2011***

The meeting was called to order at 7:00 in the Police Station parking lot. Present were Peter Cook/chair, Ann Somers/secretary, Tad Putney representing the Board of Selectmen; members Chris Adams, Bill Atkinson, Brendan Denehy, Dennis LaBombard and James Sartell.

Not present were members Clarence Farwell and Francis Garvin.

Also present were Gerald Roche, Jr., and Judy Cook.

Chief Bill Quigley, accompanied by Officer Bob Pelletier, described many of the issues which the PD must address in using the current facility, particularly the difficulty in accommodating the separations required by Federal law between juveniles and adults (e.g., rowdy parties), and the challenges in addressing domestic situations safely in a facility with little security and no sound barriers. We began at the entrance shared with many Town Hall services through which detainees are brought into the PD, and proceeded through the narrow, tight and unsecured hallways and rooms. Of note was the difficulty of getting an accurate reading of intoxication within a tiny room with no ventilation, and the lack of barriers to contain a reluctant subject. Some helpful rearrangements of furnishings have been made since the 2007-08 committee toured, but the primary problems remain, and the spaces will be even tighter now that the PD has a full complement of officers and there will be three on duty much of the time. Accreditation at this property, desirable from a liability perspective among others, is impossible.

In addition to functional, personal security, and sight/sound issues throughout, records-keeping space is very limited in the facility, and of those records which must by law be retained, those prior to 2009 are stored off site. Chief Quigley plans to institute the use of mobile data terminals, which will allow officers to make reports and do many other tasks from their vehicles, saving time, perhaps space, and increasing visibility.

The meeting continued at the Town Clerk/Tax Collector's office. Storage there is limited also; some of it off site. There is no security at the window where people pay their taxes and register their cars. Car registration by law invokes significant privacy and security issues. Patti Howard-Barnett, who does both jobs with the assistance of a full-time deputy, noted that as the town grows the jobs will probably need to be separated, and will require more space. The current expectation is that when the PD moves out to a new

facility, some of the Town functions, including Town Clerk/Tax Collector, will move into the vacated and modified quarters, leaving more room on the main floor for the others.

The small “workroom” houses, among other things, the two stacks of electronic equipment that represent the Cable/Web Committee, the large copier used by all, a table with a few chairs, and some miscellaneous storage. The closet door must remain open to ventilate electronics.

The main room in the Town Hall provides the offices for the combined Conservation Commission/Board of Assessors/Zoning Board of Appeals, the Planning Board, and the Board of Selectmen, as well as space for various others rotating through, such as the Treasurer, the Health Officer and the Welfare Officer. A considerable amount of storage is off site. The Building Inspector has a small and full office, with much storage necessarily maintained in the basement. There has been discussion of possibly adding a Town Administrator, but at present there is no place to put a desk for such a person.

The meeting adjourned at 8:45 p.m. The next meeting, 7:00 p.m. on Wednesday, July 6th, will be held at the Town Hall meeting room.

Minutes submitted by Ann Somers