

## **WT Police Station Study Committee**

### Meeting Minutes

9/8/10 Howe's House

*Present:* Norman Perry, John Christensen, Dan Rossi, Susan Wasserman, Beth Toomey

*Next meeting:* tentatively 10/1/10, time TBA, visit Harwich PD facility. Next deliberative meeting: 10/4 at Howes House, 4 PM.

### **General Organizational Business**

1602 meeting called to order by Chair Wasserman. Minutes approved as amended.

### **Edgartown, OB, Chilmark site visits**

OB and Chilmark adapted an existing building to their needs. Edgartown clearly worked from a checklist of needs, and although they eventually completely changed the office arrangements, adapting to both changing technology and experience in the building. Good lessons on what worked and what didn't, and what changes they will make.

One feature is natural light in the stair towers and in the basement.

### **Off-island site visit**

Decided to opt for a single site visit to Harwich. Beth is in contact with the chief there. We chose Harwich because it is a new purpose-built building that its department is pleased with.

### **Best Practices; space needs**

Norm organized Chief Rossi's take on the IACP checklist into a list specific to WT needs. He also provided a planning document from Harwich showing the predicted square footage planned for each function and space. Norm and Dan will assign square footage to WT needs list.

### **Harwich site visit**

Christensen, Perry and Toomey visited Harwich's new police station as guests of Chief William Mason. His early training in architecture led him to involvement in the design and building of 3 police stations. It is the physical embodiment of the concerns of law enforcement: concern for the privacy and dignity of ALL its customers; the safety of civilian workers, police officers, arrestees, and court officers; work spaces that recognize the duties and responsibilities attendant to a small police department, which we have already learned, are more far-ranging than a member of a municipal department. Chief Mason would be happy to help us in any way he can.

### **Prospective sites**

Due diligence requires that we consider not just town-owned land, but also any site that has clear advantages for the site. Reflecting on our mandated 20-year outlook, any building must have room expansion, either out or up. Short-sightedness now could lead to greater expense in the future.

Factors to consider:

- Visibility and security
- Parking, indoor and outdoor
- Septic system, especially if co-locating at Station 2.

### **Public Meeting**

We began discussing preparation for a public meeting. What sort of handouts? When and where, and who do we need to invite to attend?

### **Action items for next meeting**

- Refine space needs
- Plan off-island visit to Harwich
- Study the town map to refine search
- Investigate septic capacity at Station 2
- Think about public meeting

### **Future actions**

Plan and schedule public meeting

Meeting adjourned at 5:10

Respectfully submitted  
John Christensen

DRAFT