

Minutes of Special Town Meeting  
November 3, 2016

The meeting was called to order by Moderator Thayer at 7:10 PM. The Bond Article was read into the record. There was no discussion regarding the reading of this article.

The meeting was then turned over to the Selectboard. Linda Cook, Chairman introduced Fire Chief Leinoff and Police Chief Doug Robinson and with the visual aid of a Power Point presentation, both spoke to what the bond will be paying for and some of the history pertaining to this article.

Leinoff explained that:

- This new facility would be a town asset, which would be shared by both the Fire and Police Departments. The training room would be a shared space between departments. There would also be meeting space available for other purposes.
- In 2020 the Norwich Fire Department would be celebrating its 100<sup>th</sup> birthday. The department is a volunteer department and we have volunteers from all walks of life who share the same commitment to serve the community.
- The current training area for the Fire Dept. would be turned into workspace and the storage of the fire gear.

Robinson explained that:

- The Police Department has four full time officers, one part time officer and a full time Administrative Secretary. All but one has been with the Department for over five years with the newest office being one year.
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- The current Police Station is a 1950s ranch style house in which the Police moved into temporarily in 1992-1993 when Tracy Hall was renovated. It currently does not have a female locker room the "Training Room is also the lunch area. They do not have accommodations to properly interview people who may have been the victim of domestic violence, store evidence or properly store archived documents. The foundation of the current building is a block foundation and is deteriorating rapidly.

Leinoff and Robinson noted that this facility project has been studied since 2000 and emphasized that it fully meets the needs of their departments.

Next, selectboard member Steve Flanders summarized the bonding payment schedule and the tax impact of the new bond. He explained that:

- The duration of the \$1,410,000 bond will be thirty years and require payment of is \$0.728 million in interest.
- Whereas in the current Fiscal Year 2017 the estimated tax required for debt payments is \$9.00/\$100,000 of assessed value of property, In 2019 the tax impact of debt service is expected to peak at \$16.07/\$100,000 of assessed value property. By 2029 it is estimated to be \$9.45/\$100,000 of assessed value of property.

Flanders emphasized that proposal was for a low-cost, durable facility with net-zero energy savings and that current bond rates are still favorable.

Linda Cook then introduced Jay White, the architect for the new building.

Mr. White noted that this was a team effort working with the Selectboard, Chief Leinoff and Chief Robinson.

Mr. White went over the site plans with the visual aid of a Power Point presentation. He noted that this is an optimal plan which can be expanded down the road. He made the following points:

- They would remove the “house” which is the Police Station and replace it with a one-story building. Having one story is less costly in that the not having a basement would eliminate the need for ground supports to support the building. Also, there is a lot of unused space with a two-floor building.
- The building would be a net zero building which eliminates the need for a boiler room and this space could be added to the training space if we believe the training room is not big enough now
- The Emergency Operations Center space will also be used as a conference room. Interview rooms for the police will be across from each other and will have entrances that cannot see each other. The Police will also have adequate space for the storage of evidence and archival space.
- The building will be structured in a way that can accommodate future expansion and the Board will have the ability to make changes now as well.
- The parking area will have thirty-one spaces available to both departments. After discussion with both Chiefs this seems like an adequate number of parking spaces. We do have the ability to expand the parking if the need is there in the future.
- There have been questions regarding the drainage surrounding the property. After testing the soil Pathways Consulting has assured us that the soils in this area are some of the best in town. There be five drywell place around the property for drainage as well.
- The electrical service lines will be upgraded to accommodate the net zero building as well as the water line being upgraded to accommodate the sprinkler system which will be in the building. Both services will be placed underground.
- As far as timing goes, this is the optimal time as in the winter months we can put out the bids, make any changes and be ready to break ground in the late spring early summer. The project is estimated to be complete by late fall early winter.

White emphasized that project is estimated to cost less than \$1,410,000 and that there could be some opportunity to make changes to the project before the plans were finalized and went out to bid.

After light discussion, the meeting adjourned at 8:40 PM.

Respectfully submitted,

Bonnie J. Munday  
Norwich Town Clerk