

## Town of Westhampton

### Meeting Minutes

June 22, 2016

- 1) Call the meeting to order 7pm.
- 2) Steve Holt will chair the group and Dave White will compile minutes and post agendas. Jim Huston and Joe Pipczynski were also present for this initial discussion.
- 3) The beginning of the discussion focused around the site itself.  
Conservation issues, property ownership, the size of the lot, fuel tanks on site, septic size and capacity in the structure.
  - Steve will find out who all abutter are and the owner of the corners/setback areas near the salt shed
  - Joe will contact the BOH to inquire about the septic
- 4) Discussion about the physical structure and what would be needed in a thirty year building on this site. Steve took rough measurements and discussion retaining some of the building toward Southampton Rd and the rear “new” addition. The rest of the building would be revamped for vehicle bays, a shared training room, storage and offices for the fire and police departments.
- 5) Discussion further to discuss a “Morton/Butler” type building and could this accomplish our needs. Dave agreed to look for some examples and would bring comment about a site visit to the Cummington Public Safety Building to the next meeting.
- 6) A short discussion was had that will require the input of the fire dept and police dept. staff as to needs and wants for the building. Chief Norris will have extensive professional knowledge as to what is required and needed to develop a safe working environment for all.
- 7) Dave discussed the need for a secured, receiving area outside the main office, the need for a evidence storage area, a secure Chief’s Office and an

officers report room area to include locker space. Security of the entire building and how to make that a priority for staff and the facility.

- 8) Lockers for the FD side was also discussed to possibly go on a second floor with storage away from exhaust and other contaminants.
- 9) Limited discussion due to lack of knowledge about tech. needs and secured servers/climate controlled storage area.

Meeting set for July 20<sup>th</sup> at 7p in the Town Hall

Adjourned 7:45 pm