

## MEETING MINUTES

AUGUST 22, 2022 – 4:30PM

LINCOLN TOWN HALL - 148 MAIN STREET, LINCOLN, NH

(THE RECORDING OF THIS MEETING CAN BE FOUND ON YOUTUBE)

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**Building Committee Members Present:** Al Poulin, Fire Chief Ron Beard, Police Chief, Chad Morris, Deputy Police Chief, Jeff Burnham, Jim Welsh, John Hettinger, Paul Mullen, Town Manager, Carina Park and Deputy Fire Chief, Ryan Fairbrother and Deborah Celino

**Excused:** Tamra Ham

**Present via Zoom:** *There were no Zoom participants.*

**Public Present:** *There was no public present.*

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**I. CALL TO ORDER**

Chairman Al Poulin called the meeting to order at 4:30 pm

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**II. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETING**

*The approval of the June 17, 2022 meeting minutes was postponed until the next meeting.*

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**III. LAVALLE BRENSINGER MEETING UPDATE & NEXT STEPS**

Carina updated the Building Committee on the status of the Safety Services Building project to date. LaValle Brensinger (Architectural Design Firm) was awarded the contract for conceptual design services, and they held their initial kick-off meeting with the town two (2) weeks ago. Some of the items discussed during this meeting included:

- Confirmation of project schedule
- Establishment of project parameters
- Conducted an on-site visit to the proposed project location (Old Airport)
- Toured the Lincoln Police Department and Fire Department

Next steps include “space programming” where questionnaires will be submitted to both Police & Fire Chiefs asking a variety of questions such as the individual departments current floor plan/layout; how many Police Officers and Dispatchers share the department space, future staffing needs, firetruck dimensions, current daily operations, work flow etc., and a summary of LaValle’s special needs assessment will be presented upon completion of this process (based on the Chief’s responses). LaValle will also have a site evaluation conducted where their engineer will go out and take a look at the proposed location’s water/sewer infrastructure, along with a review of the departments current utility bills to come up with relative cost-saving measures. Next steps will also include a feasibility study along with the conceptual designs, and LaValle will present three (3) options for the Committee and Selectmen to review and determine which would be the best course of action going forward.

Al Poulin questioned whether or not the Building Committee would still be a viable part of this process moving forward, and noted that he was puzzled why the Committee was not notified of the recent kick-off meeting. Carina explained that LaValle had emphasized that this initial meeting would be a smaller group consisting of the key stakeholders (Police & Fire Chiefs, Architects, Engineers and Town Manager). Poulin asked what the goals of the Building Committee would be going forward. Carina feels that the Committee has been a tremendous asset and community forum for this project, and it was her understanding that the committee was established to give the residents their voice and to have representation on whether Town Hall would relocate with the Police and Fire, and where the best location for this project would be. Carina

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feels that the Building Committee will keep this role as the project progresses, and when LaValle presents their three (3) options, she sees the Committee's input as valuable.

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### III. NEW/OLD BUSINESS

#### Next Steps:

Carina noted that it will be approximately eight (8) weeks before LaValle presents their options to the town, and the goal should be for the Building Committee to reconvene in October and go over the pros and cons for each option.

Al expressed some concerns over the piece of State-owned land that abuts the town's property, and questioned whether or not there was any news on this. Carina explained that she had discussed this with the project's Site Engineer (who is also the site engineer for the State of NH) and he said he is going to draw the design with this sliver of land included (whether or not the Town receives approval), however, the concern is approaching the State too early, and not having the specific details of the project finalized (exact location, exact access points etc.). The Site Engineer suggested that they begin dialogue with the State once there is a definitive plan on paper so that the State can see exactly what the layout is going to be, and how valuable the land and emergency access route will be on to I-93.

Al asked about Mansion Hill Road. Carina further explained that once the spatial needs assessment has been established, they will decide whether or not it would be worthwhile to move Mansion Hill, or if the building will fit on the parcel to the left of roadway without having to relocate it.

Al asked if LaValle would be providing a Community Resource Outreach Coordinator. Carina explained that this individual will be brought in once the Town has selected an option, and they will participate in town sponsored public forums. There was a brief discussion about the swale on the corner of Mansion Hill which never fills with water, and could potentially add an additional 30-40 feet to the land to build on. Carina added that LaValle had no concerns with the swale or land and feels that this lot is perfect for this project.

Carina noted that she had received a phone call from the Mansion Hill Condo Association, and they have expressed opposition to the Town's Safety Services building on this parcel which abuts their land.

Debbie Celino asked if anyone has done anything about obtaining approval for an emergency access to I-93. Carina reiterated that the Site Engineer felt it would be best for the Town before approaching the State to either purchase or make arrangements to assume this sliver of land, and to have the I-93 access point discussion at the same time, as these would go hand-in-hand (one cannot happen without the other) and if the state does not want to sell this land, the town would need an easement from the State.

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### V. ADJOURNMENT

With no further business to attend to, the following motion was made:

#### MOTION: "To adjourn."

Motion: Al Poulin

Second: Ron Beard

Motion Carries.

The meeting adjourned at 4:47 p.m.

Respectfully Submitted,  
Executive Assistant, Jane Leslie

Approval Date: 11/17/2022

  
Chairman, Al Poulin