

# Lyndeborough Safety Complex and Other Options Committee

Final Report — 2018

Article 21 of the 2015 Lyndeborough Town Meeting authorized the Selectmen to appoint a committee to study the feasibility of building a Safety Services Complex or other options AND to determine the best location for said complex or other options.

The committee consisted of nine voting members from Lyndeborough. One member resigned after the first year. The chair and vice-chair exchanged positions in September 2016 due to the original chair's increase in professional responsibilities. All voting members made most meetings.

The committee also had the Fire Chief, Police Chief, Highway Agent, and Emergency Management Director (or designees) as ex-official members providing input and attending meetings as appropriate.

The committee was required to provide annual reports and present their findings at the March 2018 Lyndeborough Town Meeting.

## GOALS OF THIS COMMITTEE

The goals of this committee are to identify locations primarily for the fire station and the police station:

- maintain good response time for both departments
- provide cost effective, possibly staged building options
- include all homes within 5-mile driving radius from a fire station for insurance purposes if possible
- provide adequate "good practices" work environments for the employees and volunteers

## CURRENT SITUATION

Over the years, the Town has made appropriate updates as needed and had commissioned several studies. The December 19, 2005 "Findings and Recommendations of the Lyndeborough Emergency Services Space Needs Committee" (Jim Button, Dick Darling, Jim Preftakes, Burton Reynolds, Bob Rogers) was a comprehensive study. Several of the recommendations were implemented.

The larger space needs for both the Fire Department and the Police Department were not addressed. This "larger space needs" was the focus of this committee's attention.

## FIRE DEPARTMENT

The Lyndeborough Fire Department was established in 1930. In 1948 the Lyndeborough Fire Station was located on Forest Road on land restricted to Fire Department use only; otherwise the property reverts to the original owner. The original building was 30' by 40' with two bays. In 1972, two bays were built into the 32' by 40' addition that doubled the size of the station plus providing sufficient space to accommodate the vehicles that needed to be purchased.

Today, the fire station is cramped. The bays are undersized for standard fire vehicles. Each replacement requires an additional \$100,000 or more for custom-built vehicles. Add in the lack of space to properly maintain the firefighting equipment, it has reached the point that building new bays is becoming more cost effective than purchasing custom-built vehicles.

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Today, the Lyndeborough Fire Department responds to more "rescue" calls than "fire" calls (typical for the region and the country). The majority of these calls are along Route 31 (Forest Road). The fire calls are more evenly distributed throughout the town with clusters closer to the Village area.

## POLICE DEPARTMENT

The Lyndeborough Police Station is located in Citizens Hall. The station is a single 17' by 20' room on the ground floor of Citizens Hall. The small office space severely limits storage for daily supplies, evidence, and privacy for police-citizen conversations. It does have its own entrance in addition to an entrance from the public space shared with the Lyndeborough Town Offices. The police vehicles do not have any onsite garage space.

## COSTS

The national current budgeting estimates for fire stations is about \$300 per square foot. The current costs for police stations is a little less but using the same \$300 per square foot cost as fire stations will suffice for this report. Final estimates will depend on the actual property costs and site-specific costs.

## SUMMARY OF POSSIBLE LOCATIONS

These options are listed in order of the least number of changes from current station locations, not in order of preference.

### **Option 1 — Current Location Expansions**

- Current Lyndeborough Fire Station location, needed renovations, expansion 120 ft. property southerly on Forest Road (Route 31) with at least two long bays (four bays preferred). Total additional building area is 2300 sq. ft.
- Police - Expand Citizens Hall in rear with two full bays plus equivalent of a third bay for needed office/storage space. In-line extension more in keeping with historical nature of Citizens Hall. Total additional building area is 1800 sq. ft.

#### Advantages:

- Maintains current locations
- Could be a "staged" construction

#### Disadvantages:

- Fire Station needs to acquire property
- Property has significant ledge that would need to be removed
- Future expansion is limited
- Does not include all homes within 5-mile driving radius from a fire station

### **Option 2 — Substation in Center** (combined with Option 1)

- Use Town Barn as substation (combined with Option 1)
- Police - Expand Citizens Hall in rear with two full bays plus equivalent of a third bay for needed office/storage space. In-line extension more in keeping with historical nature of Citizens Hall.

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Advantages:

- Maintains current locations
- Could be a "staged" construction
- Includes all homes within 5-mile driving radius from a fire station

Disadvantages:

- Borders historic area limiting changes
- Costs to rebuild the Town Barn would equal or exceed new construction (at least \$300,000)
- Limited use of the building
- Limited future expansion of the building
- Dual sets of personal protection equipment in main and substation

## **Option 3 — Relocate Main Fire Station to Center behind Center Hall, Police Station at Citizens Hall**

- Main Fire Station relocates to the property located behind Center Hall.
- Current Fire Station becomes substation in keeping with conditions of the deed.
- Police - Expand Citizens Hall in rear with two full bays plus equivalent of a third bay for needed office/storage space. In-line extension more in keeping with historical nature of Citizens Hall.

Advantages:

- Maintains current location for fire department to respond to rescues on Route 31
- Could be a "staged" construction
- Town owns property in Center
- Field behind the Center Hall is lower than the Center Hall level making the new construction less visible or even hidden
- Center Road from Center Hall to Route 31 (Forest Road) is one of the best roads in town suitable for large vehicles
- Would include all homes within 5-mile driving radius from a fire station
- Current station (Forest Road) can house the rescue vehicles
- Central location for volunteers to respond encouraging retention of volunteers

Disadvantages:

- Extra attention needed to meet any historical concerns
- Dual sets of personal protection equipment in main and substation

## **Option 4 — Use LCS Building for Fire, Police, and Town Offices**

- If LCS building were no longer being used by SAU, that building could be used as a combined Town/Safety Complex.

Advantages:

- Maintains similar location for fire department to respond to rescues on Route 31
- Economies of scale having all town departments in one location
- Water and sewerage is certified for large numbers of people

Disadvantages:

- At this time, the SAU has plans that utilizes the building beyond SAU office space and generates income for the SAU

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- Limited sight distance on Route 31 for exiting vehicles
- Limited future expansion
- Does not include all homes within 5-mile driving radius from a fire station

### **Option 5 — If other suitable property becomes available, a new Fire Station or other combination with Police and/or Town should be considered.**

- If any property that meets the needs of the Fire Department and/or Police Department becomes available before construction has begun, the selectmen should consider that property.

## Fire Department Needs (summarized)

### **Fire station needs at least 4 Bays (possible 5)**

Currently the station has four bays: two from the original station of 1948, two from the expansion in 1972

- The four existing bays are too small (height and length) for most fire trucks
  - custom trucks greatly increase the purchase cost
  - remaining space is inadequate for personnel to maneuver quickly and safely during a call
  - Two older bays rest on ledge and experience ground water seepage
  - The two older bays potentially could be dug deeper but then would be below street level
  - Possibility of lifting the upper portion to provide the clearance for the trucks but this would require rebuilding the upper structure
- Insufficient space (apron) to maneuver vehicles in/out of bays
  - maneuvers must include street impeding traffic flow
  - even more difficult with winter snow
  - 25' is standard minimum distance
- Firefighters park across the street at the library and long the road

### **Renovations Needed regardless of Fire Station Placement**

If the current station is expanded, these same items will need to be added or retrofitted to the existing station. The costs are the same whether we renovate or build new.

### **Space requirements for physical equipment and vehicles:**

- Exhaust system for trucks to run while in the building (\$10K/ truck or \$30K for station)
- Personal Protection Equipment (PPE) room separate from the bay floor (30 sets of gear)
- Hose drying station/storage (separate 6' x 8' room)
- Male and female full bathrooms (one for each gender with showers)
- Gear washer and dryer (commercial sized, \$8K)
- EMS supplies/ consumable closet or room (6' x 8' securable room)
- Mechanical room – current heating system needs replacing
  - Complete septic system – currently using holding tank
  - Have its own well – water source shared with Citizens Hall, Library

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- Self Contained Breathing Apparatus (SCBA) compressor room (6' x 5' – compressor can be in mechanical room)
- Decontamination room for people and equipment (6' x 8' with 500 gal holding tank)
- Workshop room/tool crib (8' x 8')
- misc. gear storage

### **Space requirements for personnel and associated activities:**

- Large training/meeting room
- day room
- three offices
  - (Chief, 2 deputy Chiefs)
  - Radio/communication room (8' x 8' room)
- Concrete training pad/wash station (30' x 40' – can be part of the parking lot)
- Handicap accessible to second floor
- Parking along the road
- Bigger apron front of station
- ADA accessible second floor

## Police Department Needs (summarized)

### **Administration**

- Staff Office/Reception Area – Active workspace for the administrative activities, to include printers and servers related to the police department
- Chief's Office – To include a closet and conference area (240 sq. ft.)

### **Patrol Area**

- Secured Sally Port
- Sergeant's Office – To include a closet (200 sq. ft.)
- Report Writing Area
- Clothing and Equipment Space
- Interview Room with audio/visual recording equipment
- Holding Area

### **General Evidence Storage**

- General evidence Storage area for: weapons, narcotics, cold storage (i.e. blood, rape kits, biological samples)

### **General Storage/Archive Area**

- Hard records storage
- Supplies

### **Booking Area**

- Fingerprinting
- Photography
- Holding
- Video and audio recordings

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## Members

<b>Name</b>	<b>Position</b>
John Pomer	Chair (Vice Chair 2015-16)
Scott Roper	Vice Chair (Chair 2015-16)
Mark Chamberlain	
Wally Holt	
Andy Roeper	
Bob Rogers	
Mark Schultz	Selectmen

<b>Name</b>	<b>Position</b>
Rance Deware	Police Chief
Brian Smith	Fire Chief
Kent Perry	Road Agent
Caryl McEntee	Emergency

### **Other Advisors**

Tim McEntee	
Stephanie Roper	Heritage

Respectfully submitted by John Pomer, Chair.