

**MINUTES OF THE  
POLICE STATION BUILDING COMMITTEE**

**JULY 25, 2024**

The Police Station Building Committee held a meeting on Thursday, July 15, 2024 at the Salem Town Hall, 33 Geremonty Drive, Salem, NH

Roy Sorenson (Municipal Services Director), Joel Dolan (Police Chief), Joesph Devine (Interim Town Manager), Robert Bryant (Town Council Representative, arrived at 3:47pm), and Nicole McGee (Finance Director).

Also present: Marc Lehoullier (Trident, Owners Project Manager).

**CALL TO ORDER**

The meeting was called to order at 3:04 p.m.

Municipal Services Director Roy Sorenson disseminated the Police Station Building Committees bylaws for the group to review.

Municipal Services Director Roy Sorenson recommended that the committee hold the election of officers

**MOTION BY: Nicole McGee**

***To nominate Roy Sorenson to be Chair of the Police Station Building Committee.***

**SECOND BY: Joel Dolan**

**VOTE: 4-0-0**

**The motion passed unanimously.**

**MOTION BY: Nicole McGee**

***To nominate Joel Dolan to be Vice-Chair of the Police Station Building Committee.***

**SECOND BY: Roy Sorenson**

**VOTE: 4-0-0**

**The motion passed unanimously.**

Chair Roy Sorenson appointed Nicole McGee to be secretary of the Police Station Building Committee.

The committee discussed the frequency meeting preconstruction and during construction.

Marc Lehoullier reviewed the police station project, including the temporary relocation master Gantt chart with the committee. He highlighted the original schedule and actual progress of the project.

1 Marc Lehoullier reviewed a rendering of the police station and explained that the wetlands  
2 encroachment was less than 10,000 feet and therefore the town would not have to contribute to  
3 the Aquatic Resource Mitigation (ARM) fund.

4  
5 A discussion occurred regarding procuring specialized storage and fixed furniture and equipment  
6 for the police station project.

7  
8 A discussion occurred regarding subcontractors and the process to award those contracts.

9  
10 At 3:47p.m. Town Councilor Robert Bryant entered the meeting.

11  
12 The committee discussed the Cold Storage renovation at the current Department of Public Works  
13 (DPW) location. Mr. Lehoullier estimated that it would take six weeks to fabricate and six to  
14 eight weeks to renovate the building. He is encouraging Harvey Construction to proceed with  
15 the plumbing and electrical work for the Cold Storage building while it is under design.

16  
17 The committee discussed infrastructure improvements that will occur over the next few weeks  
18 for the current DPW location to accommodate the police department operations.

19  
20 It was decided that the next meeting will take place on August 8<sup>th</sup> at 3pm.

21  
22 **ADJOURNMENT AT 4:09 P.M.**

23  
24 **MOTION BY: Joseph Devine**

25 ***Move to adjourn at 4:09 P.M.***

26 **SECOND BY: Joel Dolan**

27 **VOTE: 5-0-0**

28 **The motion passed unanimously.**

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31  
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33 Notes/minutes taken by: Nicole McGee

34  
35 Approved: Police Station Building Committee

36  
37 Date: 8/8/24