

**TOWN OF ENFIELD
MUNICIPAL FACILITIES ADVISORY COMMITTEE
DESIGN TEAM**

**MEETING MINUTES
November 22, 2022**

MFAC Design Team in Attendance: Tracy Young, Tate Picard, and Kim Quirk Reed Bergwall and Travis Boucher

MFAC Design Team Absent: N/A

Ex Officio Members in Attendance: Ed Morris, Town Manager Shirley Green, Library Trustee

Ex Officio Members in Absent: N/A

Town Staff in Attendance: Police Chief Roy Holland and Fire Chief Phil Neily

Called to order at 3:55 PM

Minutes – The minutes of November 8, 2022, and November 15, 2022, were approved by consensus.

Ed Morris updated the Committee on the Whitney Hall Process with USDA and let the MFAC-DT that Police Chief Holland is preparing a USDA Rural Development Grant for interior furnishings of the Public Safety Building such as lockers, gear racks, desks, etc.

Ed Morris turned the meeting over to Polly Wheeler from Black River Designs (BRD).

1. Review Of Preliminary Floor Plan Options:

Polly reviewed the modified courtyard plan that was discussed at the November 15, 2022, meeting. She then introduced a second floor plan that eliminated the courtyard by moving the fitness area and locker rooms to the center of the building and adding skylights to add natural light to the fitness area and conference room. The MFAC-DT discussed differences between the two options. Ultimately the MFAC-DT decided to focus efforts on the floor plan with no courtyard.

Proposed changes to the introduced plan were:

- Direct access to the Fire Chief and EMS Chief Offices
- High windows for security to the Reception Area and police offices
- Change the file room to be part of the reception area

The focus of the discussion then turned to the site plan with an emphasis on parking and imperviable surface. It was asked that BRD remove the overflow parking beside the bays, angle the front ramp, and add a small road around the side of the bays for backing in to the one way bays. There was also discussion of moving the impound area closer to the building.

Next Scheduled Meeting Date/Time: Tuesday, December 13, 2022, at 3:30pm. The meeting will be held in the Public Works Building at 74 Lockhaven Road. If a meeting is needed sooner, Ed will reach out to the Committee and schedule a meeting.

Meeting Adjourned at 4:58