

Public Safety Building Advisory Committee

Monday - 8:30 AM

Cape May City Hall

AGENDA

Flag Salute

Open Public Meetings Law Announcement

Open Public Meetings Law P.L. 1975, Chapter 231 of the State of New

Jersey (Sunshine Law)

UNDER THE OPEN PUBLIC MEETINGS LAW, NOTICE OF THIS MEETING WAS SENT TO THE CAPE MAY STAR AND WAVE AND THE PRESS OF ATLANTIC CITY AND A COPY OF THE AGENDA WAS DELIVERED TO EACH MEMBER OF CITY COUNCIL AND POSTED ON THE CAPE MAY CITY HALL BULLETIN BOARD.

Roll Call Committee Board Members

- Jerry Gaffney, Chair
- Wister "Barney" Dougherty, Vice-Chair
- Fire Chief Alexander Coulter
- Police Chief Anthony Marino
- Rick Lundholm, OEM Coordinator
- Louis Belasco, Cape May City Tax Assessor
- James Matthews, Cape May Volunteer Fire Department President
- Scott Griffith, Citizen
- Robert Lamendola, Citizen
- Rosanne Traficante, Citizen and Secretary
- Kathleen "Kate" Wyatt, Citizen and Secretary
- Deputy Mayor Shaine Meier, Council Liaison

**Meeting Minutes and Approval of Minutes
Chairman's Remarks - Jerry Gaffney**

- Meeting
- Action Item Reports
- Correspondence Received
- New Business
- Public Comment
- Adjournment

Aug 7, 2017

Action Items:

Immediate:

Secretary(s); shared by Kate Wyatt and Rosanne Trafficante

- Need to identify next meeting date due to Labor Day holiday

- Need to identify meeting dates through end of year

- Added Police Department Square Footage to Reference Documents

- Site Availability Document – Lou Belasco, need to include in reference

- Action item: Patricia Hendricks encouraged the Committee to include Lafayette Street Park as a potential site to maintain integrity of the process and to understand whether or not it is viable so we are prepared to answer those questions now rather than later.
 - o Lou will do a similar depiction of Lafayette Street Park with pros/cons for Committee's consideration.

- Action item: Report to Council. Jerry and Shaine will report Committee's progress and recommendations at the next Council work session.

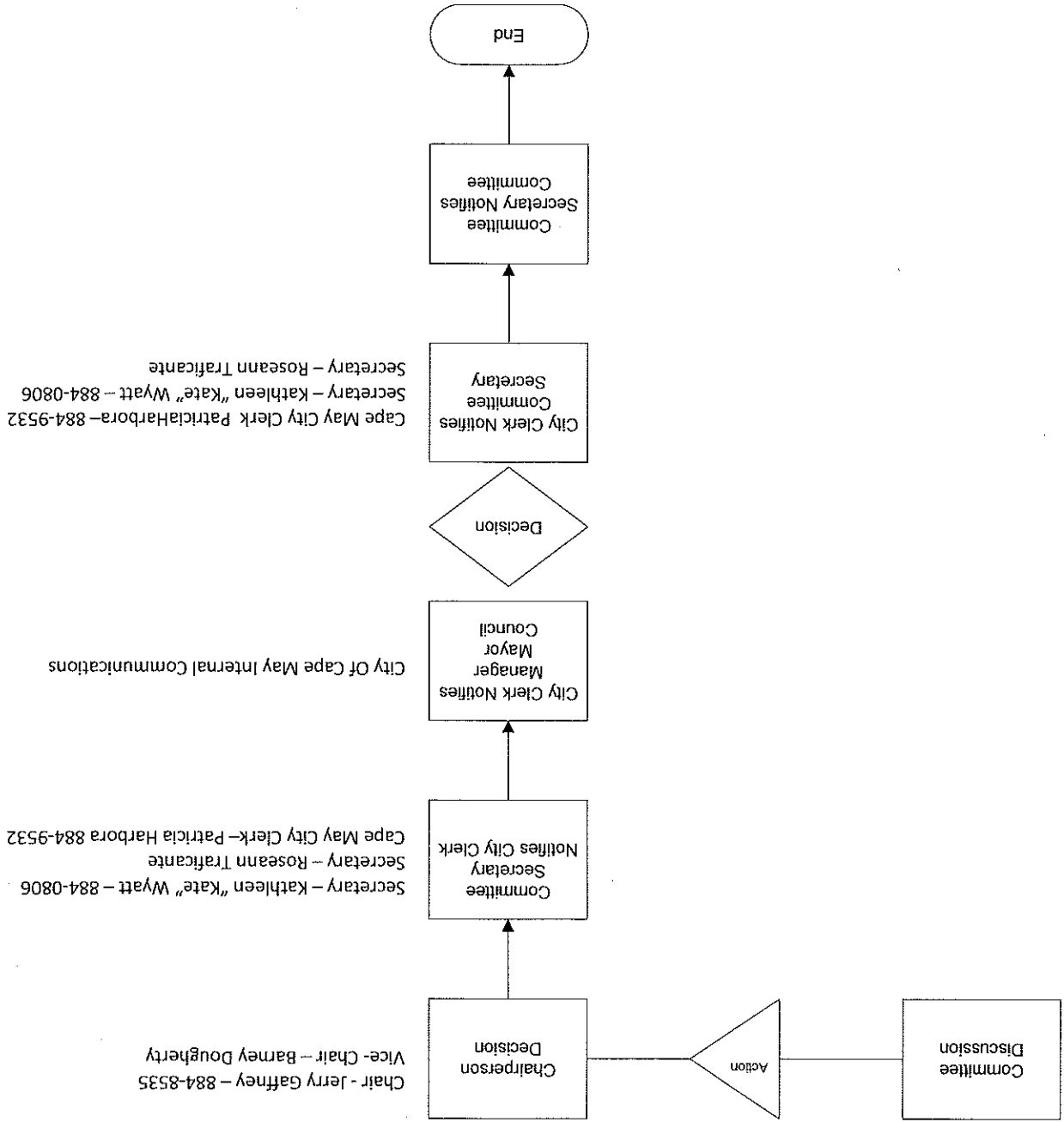
- Action item: Jim offered CMVFD resources to cost share one half of the projected \$10K cost of the a *new conceptual plans for both Fire and Police* with the City noting additional costs for feasibility and environmental studies would require membership approval at their **9/5 meeting**; could be taken to City Council's **9/19 meeting**.

Noted, Going Forward:

- Action item: Clarification on bond debt path forward
- Action item: Fire Department; requirements; next review or inspection; exceptions term; any audits?
- Action item: Police Department Accreditation- next review or inspection; term of exceptions; any other inspections or audits?
- Action item: Review requirements of Inter local Police Agreement regarding presence in West Cape May Borough substation
- Action item: Animal Code Enforcement; clarify needs
- Action item: Building is about 10 months to construct; 16 to 18 months for site planning, environmental work and approvals.

City of Cape May Resolution – 178-08-2017

Cape May Public Safety Building Advisory Committee



**City of Cape May, NJ
Public Safety Building Advisory Committee
Meeting Notes
August 7, 2017**

Members Present:
Jerry Gaffney, Chair
Lou Belasco, Tax Assessor
Alex Coulter, Fire Chief
Jim Matthews, CMVFD, President
Bob Lamendola, Resident
Scott Griffith, Resident
Barney Dougherty, Vice-Chair
Rick Lundholm, OBM Coord.
Tony Marino, Police Chief
Kate Wyatt, Resident
Rose Trafficante, Resident
Shaine Meier, Council Liaison

Others Present:
Mayor Chuck Lear
Beverly Yanich, Mayor's Assistant

Introductions
Mr. Gaffney opened the meeting and asked that people introduce themselves. He also distributed copies of the resolution establishing the Committee and the Committee contact list. He then called on Mayor Lear to provide some background on the Committee's establishment.

Background
Mayor Lear reminded everyone of the Fire Department's presentation several months ago about the need for and potential designs for a new fire station. He said that presentation prompted him to think once again about the Police Department's cramped quarters and the possibility of combining the public safety related services in one facility.

A public safety building for Cape May is a concept that has been raised before and this may be a reasonable time to raise it again. The present fire station that houses fire, rescue and the Office of Emergency Management was built in 1974 and was expected to be replaced within 20 years. It has now been more than 40 years and the building does not meet the City's needs. Personnel numbers have grown and now include males and

CMFD Needs Assessment & Deficiency Report
 Chief Coulter distributed several hard copies of the "Needs Assessment & Deficiency Report of the Cape May Fire Department" prepared by Robbie Conley. He said he would also send everyone an electronic copy of the slide show Conley presented to City Council in February. In response to several questions, Alex noted that it is not possible to add to the existing fire station and that the building is not code-compliant or barrier-free. He further

Regular Meeting Time
 Mr. Gaffney suggested the Committee consider meeting every other week and there was agreement to meet on Mondays at 8:30 AM. The next regular Committee meeting will be convened on August 21 at 8:30 AM. Given that the subsequent meeting would fall on Labor Day, another date will have to be selected.

Review of the Committee's Charge
 Mayor Lear thanked the Committee members for their willingness to serve and pointed out they had each received a copy of the resolution establishing the committee and outlining a number of tasks that might be undertaken. He suggested a tour of our present facilities might be in order as well as visiting facilities in other nearby communities.

Given the building and space inadequacies faced by all the City's public safety operations and the absolute need to move forward with a new fire station, it makes good sense to consider a public safety building that could also serve as a central command center in severe weather or other unexpected crises and emergencies. While the Beach Patrol generally operates only "in-season" and has its own facility, there is some value to including modest space for them, especially when all public safety personnel should be gathered in and operating from a central command center during an emergency.

Females, thus impacting sleeping and other facilities. Fire and rescue apparatus and equipment are larger and may have space/ventilation needs that cannot be adequately or safely accommodated. Similarly, the Police Department space is cramped and inadequate. Rain and snow storms can result in leaking windows and flooding.

noted In addition to overcrowding and generally inadequate space to meet the Department's needs, there are mold issues.

Barney recalled that volunteers purchased the shell of the building for \$20K with the expectation the City would complete it with the necessary elements. The interior of the building was modified to include living quarters, etc.

Jerry suggested a tour of the Cape May facility and other buildings in the area. Alex pointed out there are fire halls (mostly social spaces) and fire stations (for operational, administrative and housing needs).

Current Police Space

Chief Marino reported the age of the City Hall building is an issue. The Police Department also has mold and air quality issues, no fire escape and shares an easement with the Methodist Church. Additionally, the windows usually leak in a rainstorm. He said the patrol units and detectives are located in the West Cape May annex. In response to Jerry's question about the numbers of personnel involved, Tony said at West Cape May there are 2 detectives and two patrol units of 4 people and 2 of 3 people. The arrangement with West Cape May includes free space for personnel, locker rooms and other needs plus West Cape May pays for police service. Tony agreed to have a minimal square footage estimate by the August 21 meeting.

Bob asked if a similar square footage estimate could be made for the fire department.

Beach Patrol

In response to Barney's question about what would be practical for inclusion of space for the beach patrol, Jerry suggested including Beach Patrol Captain Harry Buzz Mogck on the Committee. Barney noted a square foot estimate would provide a idea of the space needed. Rick advised that Robbie Conely who did the Fire Department study has a system for estimating space needs.

Municipal Court

In response to Jerry's question about including the municipal court in a public safety building, Shaine noted the present City Hall space is not ADA-

compliant. Tony observed it depended on what was intended but the court did not have to be included with the police department. Tony estimate the police department space at 10K square feet. Shaine pointed out parking is also an issue.

City-Owned & Other Properties

Chuck said he is asking the Committee to come up with 3 possible sites for a public safety building, in addition to the existing fire department site.

Lou Belasco distributed a list of city-owned properties excluding the beach front and open space and pointed out some parcels would be inadequate for accommodating a public safety building. He noted the vacant land near the Atlantic City Electric substation would mean moving from a non-flood zone to a flood zone. Lou said it is difficult to identify 3 alternative sites from the existing property list. In the Pittsburgh Avenue area, there are sites that are wetlands and much acreage that is not wetlands. There is also frontage access. He suggested an engineering study could offer additional insights into wet and dry land issues as well as uplands and lowlands.

Jim Matthews pointed out both Pittsburgh and Lafayette are Cape May County roads.

Bob Lamendola asked about another space on Pittsburgh. It is reportedly under contract to a private developer. Lou estimated that space is about 100K square feet.

In response to a question, Alex allowed that the best location, in his view, is the present Fire Department site. He noted he would have no objection to a Pittsburgh Avenue location though it would be necessary to maintain a substation in order to respond to calls in West Cape May and Cape May Point in a reasonable time frame.

Barney asked about the area at Bank and Lafayette Streets that is now a parking lot.

Chuck asked whether West Cape May could serve as a substation. Alex said he thought that was possible, perhaps modifying the police facility there and

using it as a substation for police and fire. He said a fire engine and an ambulance could be maintained at West Cape May. Tony pointed out it was not likely West Cape May would give up the farmers' market.

Alex noted the egress on Lafayette Street could be difficult and that there are streets in the City that the fire department avoids if possible since accessibility is an issue for some of the apparatus. He said they actively study the most accessible routes for the fire equipment to use.

Jerry asked what acreage is available on the City's property list on Lafayette Street and Shaine noted there was space from the former Vance's to St. John's. Lou calculated that the area was only about a quarter acre. Alex also pointed out there were remediation plans in that area and building on it may be prohibited.

Kate Wyatt asked about the City's land at Canning House Lane. Lou said the land connects to the City via wetlands with no direct roadway to the City. He also said the recreation and open space inventory is cumbersome and waivers are not guaranteed. The City would have to demonstrate it has no other options and the process can be difficult.

Several addresses on Lou's list were discussed, including Broad Street, the area of the Atlantic City Electric substation and the National Associates building. While they might be more centrally located than, for example, Pittsburgh Avenue, they also contain wetlands or known flooding zones.

Estimated Space Needs & Costs

Barney suggested Alex, Tony and Rick come up with a site and estimated costs that would be practical for their needs. He went on to point out an article from the Press of Atlantic City that reported on beach communities receiving grant money for fire department needs. Barney suggested Congressman Loblondo be contacted and asked to send his aides to a Committee meeting to explore funding options for the Cape May.

Jim reported the Volunteer Fire Department has received Department of Agriculture (USDA) funding for the past 2 years on a small 75%-25%

matching rate and they are applying again this year. He observed that grant monies may be available and need to be sought out.

Jerry asked what City bonds are being retired and what money might be available. **Chuck agreed to arrange for a conversation with the City's auditor, Leon Costello.**

City Hall Area Options

There was discussion of what parcels of property, presently not available, might be pursued, especially in the area of the fire station and City Hall. It was pointed out that Franklin Street School is in need of remediation given the mold and other problems, especially in the basement of the building.

Alex noted a redesign of the existing fire station might be in order and Tony allowed that parking could be accomplished on the ground level with police operations on an upper floor.

Jerry raised the question of whether the whole block, from Lafayette to Washington would work for the proposed building and to alleviate some parking needs. He expressed concern that there is not enough money available presently to do what's needed at the Franklin Street School. Shaine pointed out the Council just passed a resolution to secure a cost estimate on the School and the gymnasium.

Questions were raised regarding the Blue Rose restaurant and moving the Colonial House to another site in order to add to the municipal property in the City Hall/Fire Station area. It was noted that if the existing fire house were torn down at minimal cost, new construction could be accomplished and the Fire Museum could remain by building around it.

Alex noted consideration must include having the fire response time fall in an 8 minute block. Jerry observed moving the fire department from its present location, especially to the Pittsburgh Avenue area, would make a substation mandatory. Tony allowed that with new space for the police department, the present needs in the police satellite station could probably be reduced by eliminating space, for example, for evidence storage, lockers and kitchen.

Jerry asked about the size of Harbor View Park and whether it might be a viable site. Lou pointed out that it is only 1.27 acres. Jerry then asked about moving the dog park to Harbor View and using the dog park site for the public safety building. The question of remediation at Lafayette Street Park was raised again.

Alex asked whether there would be funding available to bring in an architect. Chuck observed a resolution could be proposed depending on the amount of monies needed. He also said Leon Costello could be consulted regarding where the City is in the debt cycle and what resources might be available.

Next Meeting

Chuck agreed to invite Buzz Mogek to the next Committee meeting so the Beach Patrol is involved.

Alex agreed to invite Robbie Conley to the next meeting to present his findings on the fire department, noting Robbie might also talk with Tony about police department needs, offering insights into those costs.

Chuck proposed the Committee walk through the fire and police spaces at the beginning of the next meeting.

As an aside, Jim noted that there is zero security at the fire station when personnel go out on a call.

Jerry noted the importance of keeping the public informed of the Committee's activities. There was agreement that the public should be invited to attend the meetings. Chuck noted that Shaine and Jerry would also be expected to report proceedings at regular City Council meetings.

The Committee agreed not to "livestream" the sessions and to publicize meeting dates and times. In response to a question, Chuck said equipment for Committee members to connect to a meeting via telephone exists in Council Chambers.

The agenda for the August 21 meeting includes 2 items:

Committee Secretary
Chuck asked for someone on the Committee to volunteer their services to record meeting proceedings.

Tony noted the Committee could visit the police satellite station another time.

8:30 AM — Committee meets at the Fire House for a walk through of that building and the police department
9:00 AM — Meeting with architect Robbie Conley to be arranged by Alex