

**TOWN OF BEDFORD  
TOWN COUNCIL BEDFORD SAFETY COMPLEX TOUR MINUTES  
SEPTEMBER 13, 2023  
BEDFORD SAFETY COMPLEX  
55 CONSTITUTION DRIVE**

The Bedford Town Council toured the Bedford Safety Complex, 55 Constitution Drive on Wednesday, September 13, 2023. Present were Councilors: Bill Carter (Chairman), Lori Radke (Vice Chair), Kathleen Bemiss, David Gilbert, Michael Strand, and Sue Thomas. Also present was Town Manager Rick Sawyer, Assistant Town Manager Jeanne Walker, Executive Assistant Dawn Boufford, Fire Chief Scott Hunter, Police Chief John Bryfonski, Deputy Police Chief Dan Douidi, Police Captain Michael Monahan, Police Captain Kevin Bowen, Police Lieutenant Corey Egan.

Chief Bryfonski initiated the tour starting at the front parking lot at 5:01 PM.

Chief Bryfonski indicated that there are security issues with the exterior of the building having no perimeter fencing, not being setback a minimum of one hundred feet from roadways, window locations and not having windows that meet protection requirements. The tour continued around to the rear of the building where deficiencies in parking were shown including not having enough space, there being no secure parking, and that much of the parking is located on State of NH land. Three storage containment boxes were shown, which are utilized as there is not enough space in the building. It was pointed out that the generator is not behind security fencing and that when the communications tower is being worked on there is no access around the building.

Chief Hunter continued the tour moving inside the fire apparatus bays pointing out that there were a total of 9 bay doors, there is equipment between each of the bays, and that the personal protective equipment is exposed to sunlight and diesel exhaust.

Councilor Carter asked what equipment would move to the substation. Chief Hunter indicated that an ambulance, an engine, the boat trailer, and potentially a squad, ladder, or quint at a later time. He indicated no new equipment was proposed for the substation at this time.

Chief Hunter continued the tour showing the day room where much of the EMS reporting work takes place. Then the hose tower was shown, which is not as necessary as in the past due to changes in the hose material.

Chief Hunter continued the tour on the second floor where the link area was shown indicating that it is a shared space with Police records, Police and Fire storage, personnel lockers as there is no more room in the locker rooms, pandemic supplies, and Building Department records. It was noted that much of this space will be converted to Fire Department quarters soon.

Chief Hunter continued the tour through the locker rooms where it was pointed out the Police and Fire share the bathroom facilities and that there are not enough fixtures for the amount of staff who often have to wait for others to be done. Captain Monahan noted that the Police lockers are for patrol personnel only as there is not enough room for all employees.

Chief Hunter continued leading the tour to the combined Fire Department Training Room and Emergency Operations Center (EOC). Chief Bryfonski noted that the EOC should be located next to the Communications Center as that is where the vital information is being received and sent. It was noted that the two command offices in this area have been converted to quarters for Fire personnel out of necessity.

Chief Hunter continued the tour to the kitchen where it was pointed out that modifications will be made to better allow the personnel to eat and interact with each other.

The tour continued into the Fire and Building Department admin area where space limitations and shared offices were pointed out. It was noted that closets have or will be converted to offices.

Councilor Bemiss asked if shared space options were being considered. Chief Hunter indicated that it was not likely given the jobs performed.

Captain Monahan continued the tour on the first floor foyer where he pointed out shared public and employee restrooms that also house the janitor's closet that has led to unfortunate male/female interactions. He noted that there are no interview rooms so conversations with the public take place in this public space where people walk through all the time. He noted that the Communications Center window and phone is not ADA compliant and that the foyer doors are not secured during business hours to provide access to the other departments.

Captain Monahan continued the tour through the Police administrative area pointing out that the training room and administrative areas are not secure, the space is too small, closets and conference rooms have been converted to offices, and that storage is located in the restrooms. He noted that there is one soundproof interview room and that conversations that should be private often are not. The one other interview room was shown. It was noted that the interview rooms are not near the booking area which causes for detainees having to be escorted through the administrative areas.

The tour continued showing the detectives area where lockers and desks are in a shared space.

Captain Monahan continued the tour into the booking area where it was pointed out that there are no separate areas for adults and juveniles and that everyone in this area can see and hear others which can impact investigations. It was noted that there is no clear glass cell which is needed for certain detainees. It was noted that the area has often

flooded and that there is no interview room attached. The intoxicated subject room is a converted cell without the proper ventilation.

Captain Monahan showed where the evidence room was and noted that the step down in this area has caused many problems for detainee movement from one area to the next. He further noted that the evidence room was too small and lacked the proper ventilation.

The tour continued into the sally port which is used for training, motorcycle, bicycle, gun, ammunition, and riot gear storage, in addition to its primary use of detainee transfer. It was noted that there is only one bay and that it is also used to complete vehicle searches and to store vehicles for evidence. It was noted that the step into and out of the area has caused problems with detainee movement. It was also noted that this area is also used to clean police vehicles often causing icy conditions in the winter.

Captain Monahan continued the tour to the patrol room where officers share an open space to complete their follow up phone calls and reports. Next the sergeants' room was viewed where lockers and desks are in a shared space and that male and female sergeants have to take turns when changing. The tour continued to the watch commander space that is intended for three individuals but there are only two desks currently. There are no lockers or privacy for when the lieutenants have to change.

Captain Monahan continued the tour to the Communications Center which is used by nine dispatchers and two records clerks. A shared room that contains a toilet, sink, lockers, storage, and microwave was shown. Chief Bryfonski showed the location of the server room off of the Communications Center.

The tour completed with viewing of the roll call room that is undersized for the necessary work that needs to take place there.

At 6:25 PM the group settled in the Police Training Room for refreshments where some questions were entertained.

Councilor Bemiss asked if white noise machines have been considered where there are privacy concerns with interviews and conversations. Chief Bryfonski indicated that they were not likely to be successful due to the voices traveling over the walls and through the suspended ceilings.

Ms. Boufford asked if the new offices would be soundproof. She also asked how many dispatchers are on a shift. Chief Bryfonski indicated that ideally there would be two per shift but that there currently is only one overnight.

Councilor Radke asked if a combined dispatch center for three towns was considered. Chief Bryfonski indicated that local control would likely prevent it.

Ms. Boufford asked where 911 calls go. Chief Bryfonski indicated that they go to one of two calls centers in the state and then they are routed to the appropriate town dispatch center who do typically get pre-alerts that a call is pending.

Chief Bryfonski reiterated the safety and security concerns of the building and noted delays in construction of a new facility are raising the overall costs of the project due to inflation and bond rate increases. It was questioned why the project at 43 Constitution Drive did not move forward and Mr. Sawyer indicated that the Council at the time decided that they did not want to take the property off of the tax roll.

Councilor Bemiss asked what would happen with the communications tower. Chief Bryfonski indicated that it would stay as is and that the new station would be connected via microwave antennas via the Station Road tower.

The tour and discussion concluded at 6:42 PM.

These minutes were compiled by notes taken and respectively submitted by Town Manager Rick Sawyer.