

Minutes of the Meeting of the Facilities Subcommittee  
16 May 2012

The minutes of the meeting of 25 Apr '12 were approved and subsequently submitted to CGR for posting on the CGR TTF website

Mr Tucker reported on the results of the analysis that had been conducted by KSS on the options for accommodating the Courts and the Violation Bureau, and the Police Department in the two existing municipal buildings. Issues of the transportation of prisoners from the holding cell area to the courts and the need to isolate defendants for witnesses were discussed, as well as the need for conference space for prosecutors and defense attorneys to meet with their clients.. On the basis of the KSS analysis, primarily for reasons of safety and security, and the availability of conference space, it was the consensus of the Subcommittee that we recommend to the TTF that the Court and Violations Bureau be housed in the Township Municipal building. It was the sense of the Subcommittee that the accommodation of the Court and Violations Bureau in the Township Building could be accomplished with only minor modifications to the existing facility. However, it was recognized that there will likely be parking problems on Court days (2 ½ to 3 days per week), especially during the summer months when the Community Park Pool is open.

Mr Tucker then reported on the results of the KSS analysis of the options for accommodating the Police Department in the two existing municipal buildings. The information presented by KSS showed that the emerged Police Departments could not be accommodated in the existing Borough Hall facilities without major modification to those facilities, but could be accommodated in the existing Township Police department facilities with only minor modification to the Township facilities. The analysis of the Township facilities indicated that the fitness center may need enlargement and additional locker space will be needed for police personnel. Following discussion the Subcommittee voted to recommend to the TTF that the merged police departments be accommodated in the Township with the understanding that there will be insufficient parking in the present PD parking lot for the police fleet and the personal vehicles of the police dispatchers and civilian staff. Mr Miller asked Acting Princeton Township Chief Morgan and Mr Kiser to give some thought to the parking problem that was identified for both the Court and the police department and to report back to the Subcommittee at our meeting on 25 May. The Subcommittee also recognized that the Public Safety Subcommittee has issued a Request for Information to prospective contractors for Dispatch, considering a variety of possibilities for Dispatch ranging from in-house with municipal personnel to off site at a contractor's facility with contractor personnel. Until the Dispatch question is resolved, the Facilities Subcommittee recommends that the present space that is used for Dispatch be reserved for that purpose with the understanding that it may be relinquished if a decision is made to locate dispatch outside of the municipal building.

The Subcommittee requested that KSS prepare information on the options for locating Administration and Finance, and the Community Development department at our next meeting.

The next meeting of the Facilities Subcommittee is scheduled for 10:00am on 25 May in Room B of the Township Building.

Action Items resulting from this meeting are:

1. Mr Miller will report the recommendations of the Subcommittee to the TTF at the TTF meeting on 21 May '12
2. Chief Morgan and Mr Kiser to report back to the Subcommittee on the Court and PD parking problem and possible solutions at the meeting on 25 May
3. KSS will prepare a location options analysis for the Administration and Finance Departments, and the Community Development Department for review by the Subcommittee at our next meeting

Bernie Miller