

Town of Brentwood

Municipal Complex Research Committee

September 9, 2025

Meeting Summary

1. Attendees: Chief Doty, Letty B., Mark K., Lois D., Liz F., Eric K., Eric T., Jim M., Kevin L., and Jared W.
2. August 2025 Meeting Minutes - No discussion of August 2025 meeting minutes; Unanimous approval (10)
3. Conceptual Design Project Update – Doug Proctor from Turner Group provided a project update on conceptual site plan and police station only concept.
 - Discussion regarding future Committee recommendation – After completing an evaluation of the information prepared by Turner Group, the Committee will select the most advantageous concept and recommend that to the Select Board for the 2026 Town Meeting Warrant. Information on each of the concepts evaluated will be available to the public for their consideration prior to 2026 Town Meeting.
 - 1-Story PD Concept:
 1. Efficient layout for interior and exterior circulation.
 2. Slab on grade foundation with frost wall; potential cost savings vs. Basement.
 3. Potential future expansion for another municipal facility adjoining the sallyport.
 4. 7,500 sf (+/-), but potential to reduce ground floor footprint by adding a basement that maintains 7,500 sf space.
 - Site Plan
 1. Building orientation can be adjusted to accommodate access through the existing Rec driveway, directly from 125 (Subject to NHDOT approval), and/or new access drive to north of recreation building.

2. Limits of work should take into account avoiding impacts to existing pavilion structure.
 3. Include provisions for covered PD parking.
 4. Consider provisions for future expansion of building.
- Interior Features
 1. Police staff would like a full kitchen; Doug P. noted that requires additional fire protection provisions for a range (e.g., grease fire/ventilation). Identify other potential fire protection requirements (e.g., noncombustible surfaces, fire suppression, etc.).
 2. Identify potential shared-use space for the joint PD/Town Hall concept such as a training room suitable for use as public meeting room for Town board/committee meetings (divider walls).
4. Fall 2025 Public Information Session
 - Discuss further at October committee meeting
 5. Open Discussion
 - Turner Group to develop additional concepts for:
 1. Town Hall Reuse Option
 2. Revised PD Only Option
 3. Joint PD/Town Hall Option – 1-story
 4. Joint PD/Town Hall Option – with basement for storage
 - No public questions/comments provided.
 - Meeting adjourned at 2:30pm
 - Next Meeting – October 7, 2025, include virtual option as Eric K. will be unable to attend in person.