

Charter: Facilities Study Committee

Organization

The Facilities Study Committee shall consist of at least seven permanent members appointed by the Board of Selectmen to serve at the discretion of the selectmen. Additional (*ad hoc*) members with particular areas of expertise may join the committee at various points during the year, at the discretion of the committee.

Any recommended expenditures, in pursuit of the committee's charter, shall be approved in advance by the Board of Selectmen.

All meetings will be posted, open to the public and have summary minutes recorded consistent with applicable RSAs.

Purpose

The purpose of the committee shall be to:

- ◆ Analyze near-term and long-range municipal space needs for the Town of Brookline
- ◆ Identify, analyze and recommend solutions to resolve existing and future space needs
- ◆ Recommend a strategy for the facilities management of existing and future town buildings.

Scope for the Year 2011-2012

The scope of the committee for 2011-2012 shall be to:

- ◆ Determine if completing the Safety Complex is the optimal approach for a new police station
- ◆ Develop a recommended building plan for either the completion of the Safety Complex or a separate building, as applicable
- ◆ Develop estimated costs for both construction and annual operations of the building
- ◆ Provide a building plan that allows for reasonable population and department growth
- ◆ Develop a financing plan such that the town's *total annual bond costs* (based on current bonds plus a bond for this project) do not exceed 2010 levels (\$327,000) in any given year
- ◆ Develop a comprehensive community education and outreach plan
- ◆ Implement the community education and outreach plan, including a presentation for March 2012 town meeting.

Committee Operations

The committee shall continually:

- ◆ Keep the Board of Selectmen and Finance Committee updated on progress
- ◆ Ensure that optimal levels of expertise and community input are being included at each step of the committee's work

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- ◆ Focus on maximizing the probability of the project's support at town meeting.

Tad Putney

Clarence Farwell

Jack Flanagan

Karl Dowling

Darrell Philpot

Date: _____

Initial Charter

8/26/02 (Ambulance/Police)

Amended

2/2/04 (Library)

4/4/05 (Library)

4/2/07 (Police)

5/12/08 (Police/Video Surveillance/Municipal Buildings Survey)

6/13/11 (Police Facility)