

**E911 Committee Meeting Minutes  
July 23, 2019**

Attending: (x=attended; a=absent)

Keith Hoyle – Fire Department	x
Marty Pepin – City Councilor	x
Michael Bobinsky –Public Works Director	x
David Kretschmar – Police Department	x
Paul Robidas – Stewart’s Ambulance	x
Gary Lemay – City Engineer	x

Visitors:

Shanna Saunders – Planning Director	x
Kevin Walker – John Flatley Company	x

Recording: Jennifer Gosselin, Public Works Executive Assistant

Meeting opened at 1:04 PM

- 1) Approval of Past Minutes - The minutes of the January 30, 2019, meeting were reviewed by the committee. Michael Bobinsky offered a motion to approve the minutes; Paul Robidas seconded the motion. All voted in favor of approving the minutes.
  
- 2) Flatley Project on Tri City Road – Kevin Walker representing the John Flatley Company was present. He expressed to the committee the desire to have the road in front of the three (3) new buildings named “Royal Drive”. Paul Robidas expressed his concern for how first responders would locate the buildings in the event of an emergency. Mr. Walker explained that this development is beyond the Tara Meadows Apartments with no direct access to the Tara Meadows Apartments. First responders will have to go around an obvious bend in the road to access the new apartment complex as the new buildings are at the end of Tri City Road.

The numbering on Tri City Road is presently 1 through 9, with 100 having been assigned to the old Verizon building. In the new development, the buildings will be numbered 1 through 4. The building numbered “1” will be the clubhouse, then the residential buildings numbered thereafter. The individual living units within will be numbered corresponding to both their building and floor. (For example, the first apartment on the second floor of building 1 would be numbered 121 – first building, second floor, first apartment. The committee will vote on naming the road and recommend the numbering described herein to the Planning Dept.

Michael Bobinsky offered a motion to record “Royal Drive” as a named road in the Thomas Development. Shanna Saunders seconded the motion. All voted in favor.

Chief Kretschmar will put forth a resolution to name the road Royal Drive.

Chief Hoyle asked for the installation of a Knox box on the outside of each building. Kevin Walker agreed.

- 3) 115 High Street – There is a thin strip of property existing on High Street – it is presently “grassed over” and has not been used as access for a parcel of property located at the second driveway from High Street on Mt. Vernon Street in quite some time. The City Engineer, Gary Lemay, would like to approach the owners to inquire about a voluntary changing of address (from 115 High Street to a Mt. Vernon Street address). The committee is in favor of this action as there is a medical/safety issue that currently exists.
  
- 4) Miscellaneous – Gary Lemay advises the committee that the numbering on Pearl and Hanson Streets seems to be intertwined; the numbering is neither fluent nor contiguous.

As well, one of the properties that abuts High Street (and has a High Street address) has a driveway opening on Pearl Street. The e-911 numbering standards go by the placement of the driveways to determine the address of the building. The committee will need to address both situations. Chief Kretschmar asked City Engineer Lemay to develop a renumbering plan and submit it to the E-911 Committee Meeting.

Paul Robidas offered a motion to adjourn; seconded by Michael Bobinsky. All in favor.

Meeting adjourned at 1:39 PM.