

**E-911 Committee Meeting Minutes
March 5, 2020**

Attending: (x=attended; a=absent)

George Kramlinger – Fire Department	x
Marty Pepin – City Councilor	x
David Kretschmar – Police Department	x
Paul Robidas – Stewart’s Ambulance	x
Jennifer Gosselin – Member	x

Visitors:

Michael Bobinsky – Public Works Director	x
Gary Lemay – City Engineer	x
Shanna Saunders – Development Services Director	x

Recording: Jennifer Gosselin, Public Works Executive Assistant

Meeting opened at 9:05 AM

- 1) The committee welcomed Chief Kramlinger, who is replacing Chief Hoyle, on behalf of the Fire Department. Chief Kramlinger was provided with some of the background information about the committee.
- 2) Approval of Past Minutes - The minutes of the October 8, 2019, meeting were reviewed by the committee. Chief Kramlinger offered a motion to approve the minutes; Michael Bobinsky seconded the motion. Unanimous vote in favor of approving the minutes.
- 3) 115 High Street – This location was discussed. The door and driveway are both located on Mt. Vernon Street. There is growing concern that emergency responders who are new to our community will not realize that this residence is actually located on Mt. Vernon Street. Currently, the only people who know how to locate this address are people who have personal knowledge of the resident. There is no longer access from High Street as that part of the property is grassed over. The owner indicates that while she is not willing to consider an address change, she is willing to consider signage. The committee feels that signage is not a solution. The committee will again approach the resident on personal level and discuss further at the next meeting. Mike offered a motion to table this topic until the next meeting; motion seconded by Marty Pepin. All members voted in favor.
- 4) Numbering of New Laundry Facility on Tri City Road – Because this is a new location, Gary Lemay is authorized to issue a new number to the new business. The new facility will get a Tri City Road address when the building permit is reviewed, as is the current protocol.
- 5) Renumbering of Corner of Stackpole Road and Cinnamon Ridge Road – The resident at this location has contacted the City to request a re-numbering of the present address. The driveway is on Cinnamon Ridge Road, but the residence is numbered for Stackpole Road. This is creating delivery issues. Paul Robidas offered a motion to renumber this location; Mike seconded the motion. All members voted in favor.

- 6) Numbering of Hilltop School – The developer has approached the City concerning the numbering of the residential and commercial spaces inside the newly renovated building. Developer provided Gary Lemay with a proposal for the numbering. Committee expressed a preference for utility rooms to be labeled what they are (i.e. laundry room, mechanical room, etc.), rather than alphabetical lettering, as is proposed. Committee expressed concern that first responders will have a harder time finding “Room A”, rather than “Laundry Room”. Gary will advise develop of committee preference.
- 7) Miscellaneous – Shanna Saunders brought up issues with 66 High Street. This building has two (2) units in the rear of the building that are not accessible by High Street. The doors come out to a parking lot in the rear off of Constitutional Way. Planning Board would like to see the lot in the rear re-named to its former name, which is believed to be a “Court” name. Marty’s wife recalls that it was called “Marston’s Way”. There are other units within that same block that will need to be renamed/renumbered as well. Chief Kramlinger asked how many more units there would be. Shanna will find out and report back to the committee at the next meeting.

Gary brought to the committee two (2) mapped out scenarios for renumbering Pearl Street. Map A represents a “by the book” approach where the entire street would undergo a renumbering. Paul Robidas was in favor. Also expressed was concern that the number a resident currently has could become his neighbor’s number. In an emergency, resident might forget the new address and accidentally give out his neighbor’s address (if it was formerly his). This would cause confusion for first responders. Map B proposes to simply renumber those addresses on Pearl Street that seem to be out of sequence. This approach would only affect two (2) addresses in that area. Committee agrees that #4 Pearl Street is the critical address to change. Chief Kretschmar indicates that the first step is to approach the residents of 27 Hanson Street and 4 Pearl Street to discuss a voluntary change of address. Gary offered to approach the residents are report back to the committee at the next meeting.

George Kramlinger offered a motion to adjourn; seconded by Shanna Saunders. All in favor.

Meeting adjourned at 10:05 AM.