

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY26 SPRING ANNUAL TOWN MEETING**

<b>Department:</b> Police	<b>Priority #:</b>	1
<b>Project Title and Description:</b> Property/Evidence Climate Control	<b>Total Project Cost:</b>	\$67,850.

**Department/Division Head:** Chief Dana Flynn

**Check if project is:** New ☐ Resubmitted ☐ **Cost estimate was developed:** Internally ☐ Externally ☒

**For project re-submittals, list prior year(s):**

**List any funding sources and amounts already granted:** \_\_\_\_\_

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
Planning and Design			FY27		
Labor and Materials			FY28		
Administration			FY29		
Land Acquisition			FY30		
Equipment	\$59,000.		FY31		
Other					
Contingency	\$8,850.	15%			
Total Capital	\$67,850.				

**Project Justification and Objective:** We are responsible for the preservation and safekeep of all property and evidence that comes under our control. Climate control is the biggest challenge to preventing damage and destruction of items in our control. Our current building climate system is inadequate and long overdue for replacement.

**For Capital Project Requests:**

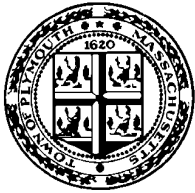
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan      Yes ☐      No ☒  
Can this project be phased over more than one fiscal year?      Yes ☒      No ☐

**For Capital Equipment Requests:**

☐ Check if equipment requested is replacement and enter the year, make & model, VIN and present condition of existing equipment

**What is the expected lifespan of this new/replacement equipment:** 10+ years

**Attach backup information, estimates, or justification to support this request.**



## Plymouth Police Department

# Memo

**To:** Advisory and Finance Committee, Director of Finance Lynne Barrett  
**From:** Chief Dana Flynn  
**CC:** Derek Brindisi, Town Manager  
**Date:** 10/2/24  
**Re:** Capital Request FY26 – Property & Evidence Climate Control

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The Plymouth Police Department is requesting funding of \$67,850 for a standalone Climate Control system for the main property and evidence storage room at the police department. The police department is responsible for maintaining and preserving the property and evidence that comes into our possession, much of which must remain in our possession for years, in the manner and condition in which it was received or seized as failure to do so can jeopardize criminal cases or result in liability claims against the department.

The building's current HVAC system is not adequate for proper preservation and security of stored property and evidence. The evidence Officer presently utilizes two separate standalone dehumidifiers and other means to maintain a climate that is acceptable for the items stored within our property and evidence rooms. A dedicated system will allow for consistent temperature control throughout which will ensure that property and evidence in our possession will maintain its integrity through the holding process.

Thank you for your consideration.