

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

<b>Department:</b> Police	<b>Priority #:</b>	2
<b>Project Title and Description:</b> Feasibilty Study - Police HQ	<b>Total Project Cost:</b>	\$150,000.

**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:** N/A

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
<i>Planning and Design</i>			<i>FY27</i>		
<i>Labor and Materials</i>			<i>FY28</i>		
<i>Administration</i>			<i>FY29</i>		
<i>Land Acquisition</i>			<i>FY30</i>		
<i>Equipment</i>			<i>FY31</i>		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>\$150,000.</b>				

**Project Justification and Objective:** To determine if the current Police Facility is suitable for expansion to address current space concerns and future growth.

**For Capital Project Requests:**

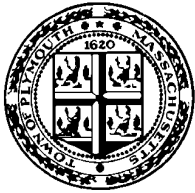
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan      Yes ☐      No ☒  
Can this project be phased over more than one fiscal year?      Yes ☒      No ☐

**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:** 30+ 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:** 11/25/2024  
**Re:** Capital Request FY26 – Feasibility Study – Police Headquarters Expansion

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The Police Department is requesting funding in the amount of \$150,000 to conduct a feasibility study to determine if Police Headquarters is suitable for expansion to address current space concerns and future growth.

Plymouth Police Headquarters is located at 20 Long Pond Road. It was built in 1995 on the site of the former South Street Landfill. The landfill was closed in 1973 and in 2015 the Town completed required methane migration mediation to stem the flow of the flammable gas into police headquarters.

When the current building was constructed the Town had a population of approximately 58,000, the police department logged roughly 20,000 calls for service, and was comprised of:

- 16 Superior Officers
- 65 Patrol Officers
- 4.5 Clerical Staff
- 1 Custodian
- 5 Dispatchers

Presently, the Town of Plymouth has a population of over 68,000, the police department logs 40,000 calls for service, and the department is comprised of:

- 25 Superior Officers
- 102 Patrol Officers
- 5 Clerical Staff
- 2 Custodians

The Town has done well in maintaining the building for the past 30 years and I have a custodial staff that takes great pride in their daily routine and other maintenance and upkeep. However, due to the current staffing levels, along with the expected continued growth we are severely lacking space.

Current employee locker and shower facilities, which are long overdue for upgrades, are at capacity, and recent changes due to police reform, police accreditation, the creation of new specialty assignments, and the implementation of the use of body cameras have resulted in all available office spaces being utilized.

In order to address both current and future spacing concerns I respectfully request funding approval of the feasibility study.