

DRAFT

PRESENT: C. Brown, Chairman; P. Robart, J. Ratigan; M. Kasprzak
Administrative Assistant L. Ruest
Not Present: P. Stone

The meeting was called to order at 8:00 a.m.

REVIEW DEFINITION OF A CAPITAL IMPROVEMENT: C. Brown reviewed the definition with the Committee.

CIP PROGRAM SPREADSHEET 2013-2018: A spreadsheet, as prepared by retired Town Administrator Eric Small, was reviewed by the Board.

SUMMARY OF TOWN'S DEBT OBLIGATIONS: The Town's current debt obligations are part of this spreadsheet.

LIBRARY: J. Haskell and J. Ashak were present. The Library's request to continue to fund a Library Improvement Capital Reserve Fund to replace existing wood trim with an Azak type product was discussed. Question was raised as to whether the \$20,000 Capital Reserve Fund already established by Article 24/2007 was available to use toward this effort or whether additional funds above and beyond this amount are needed. J. Haskell read information from an email she received from the contractor with regard to the product and hardware costs, etc. C. Brown requested a copy of this email for the Committee's review. J. Haskell explained that the Library is not looking for the full funding of \$35,200 at one time but rather portions over time to fund an account to do this work. J. Haskell and J. Ashak will follow up with the Library Trustees with regard to whether the \$20,000 fund in place is available for this request and report back to the Committee on August 19.

HIGHWAY DEPARTMENT: The request for Capital Reserve Funds has not changed from last year. The amount of \$66,000 is anticipated from State Highway Block Grants leaving \$29,000 to be raised by taxes.

POLICE / GOV'T BUILDINGS: R. Dirsa reported that his requests are no different from those presented last year:

Police Cruiser, Police Vehicle Capital Reserve Fund, Computer Equipment, Radio Replacement, Four-Wheel Drive Vehicle Replacement, Emergency Information/Radar Speed Trailer

P. Robart asked if R. Dirsa has given consideration to replacing cruisers with new four-wheel drive utility vehicles. R. Dirsa stated he has considered the idea and discussion took place with regard to the experience of other departments and states and options regarding replacement for Hampton Falls police vehicles. The Committee agreed to change the \$19,000 figure to \$19,500 to address the \$1,000 increase in cost for this new utility vehicle.

R. Dirsa explained that he has been able to acquire a number of radios through a grant this year. Therefore, the need for funds can be pushed out to year 2014 to 2016.

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He also stated that there may be state and federal money available to assist with the purchase of the Emergency Information/Radar Speed Trailer. The request for matching funds is requested for year 2014.

GOVERNMENT BUILDINGS – THREE BAY GARAGE: R. Dirsra reported that a location for the 3-bay garage has been identified. Discussion took place with regard to needs, access and cost. Suggestion was made to seek a volunteer to draw up a proposed plan. This item is part of the plan for 2014.

J. Ratigan was excused from the meeting at this time.

GOVERNMENT BUILDINGS – OLD LIBRARY SIDING: A Member of the Historical Society will be asked to report on this matter at the Committee's September 19 meeting.

Question was raised as to whether the Board of Selectmen plans to pursue the purchase of the Carney land. L. Ruest will bring the question to the Selectmen.

3-YEAR CAPITAL RESERVE FUND – TOWN HALL: P. Robart reported that this request will address the parking lot and Route 88 sides of Town Hall as well as the area of the original Town Hall above the addition roof line.

SOLID WASTE – CAPITAL RESERVE FUND: The every-other-year request for funds for the landfill closure fund is the same as last year.

APPROVE MINUTES OF NOVEMBER 8, 2011

MOTION: To approve the minutes of the November 8, 2011 meeting as written.

MOTION: P. ROBART
SECOND: M. KASPRZAK
UNANIMOUS