

Hampton Falls Capital Improvement Plan Committee

Draft Minutes

The meeting was called to order by Chair T. Santora at 8:10am.

Members present: T. Santora, T. Franciosa, L. Kucharski, C. Brown, P. Robart, S. Hanson, M. Allen, and J. Ziolkowski, Selectman representative.

Chair Santora reviewed the purpose of the CIP and the guidelines for approval of proposed projects that fall outside of operating budgets for all departments of the Town as well as the School.

Government Buildings

L. Ruest stated the BOS was withdrawing its request for \$30.0K for Town Hall maintenance. This is due to the BOS approving a structural analysis of old library that cost \$4.0K and was not yet reviewed by the BOS. The analysis will be reviewed in upcoming Budget Work Sessions. Moisture, mold, foundation, plaster walls and HVAC all are issues due to closure over the winter. No grants have been researched to cover costs of repair of this historic building.

Highway Department

L. Ruest and D. Robinson stated they follow the Axiomatic Report to identify potential costs to maintain and repair roads and to help prioritize projects. In addition to the report, a Selectman and the Road Agent drive around town in May or June to review roads. The proposed amount for next year is \$250.0K.

Lengthy discussion. It was found that the \$250.0 was based on anticipation of what might be seen in the drive around in May/June 2017 and that no roads were presently identified. D. Robinson stated the roads were "in pretty good shape" at present. L. Ruest estimated approximately \$100.0K +/- was left from this year's warrant.

T. Franciosa noted that there was a state matching grant for \$67.1K that had not been deducted from the \$250.0K anticipated amount, which would bring the dollar amount to \$182.9K and that amount should be further reduced by what is remaining this year.

Committee had general agreement that for the next meeting L. Ruest have the remaining amount from this year's warrant for road, all of the maintenance broken out in

8:00am Town Hall

Wednesday, September 21, 2016

operating budget and identified road projects listed out for CIP. It is understood by the committee that the roads identified may change due to unforeseen issues.

The Committee also had general agreement that regular maintenance should not be a CIP project but placed in the regular operating budget with the understanding that the current \$20.0K maintenance line item would have to increase.

Chair Santora asked how quickly roads could be identified? D. Robinson stated Victoria Drive and Old Stage Road need work.

The Committee had general agreement that the \$250.0K could be lowered.

P. Robart left at 9:20am

Library

\$6.0K for replacement of trim boards through the year 2020, \$5.2K for 2021.

T. Franciosa asked what was left in the Capital Reserve Fund (CRF). B. Mutrie did not know. T. Franciosa stated that CIP should only approve 1 year of spending and that if there are not specific projects detailed out then there is not a specific reason to spend taxpayer money and the Committee would not be able to approve such an expenditure.

Amy Magnarelli, Library Treasurer joined the discussion regarding maintenance of the Library and who is responsible for the building. She also stated that \$6.0K was in the CRF.

Discussion. The Committee general agreed that the Library was a Government Building and as such maintenance of the building falls under the responsibility of the Town. It was agreed that the Library building should be viewed by the Town and BOS as it does the Old Library. B. Mutrie stated there is an RSA that mandates a Town has to provide an adequate facility for a library and that the Trustees are in charge of running the library. J. Ziolkowski stated he would bring the issue to the BOS meeting.

Planning Board

\$6.0K for updating the Master Plan, a ten year plan 2017-2027

Next Meeting: PD, FD and LAS SB, 9/27/16 8:00am Town Hall.

Motion to adjourn at 10:15am by T. Franciosa, second C. Brown, motion carried.

Respectfully submitted,

Margaret K. Allen