

CAPITAL IMPROVEMENT PROGRAM	SEPTEMBER 13, 2017, 8:00 A.M.
TOWN OF HAMPTON FALLS	TOWN HALL

FINAL

The meeting was called to order at 8:08AM.

PRESENT: Chair T. Santora, Chair, C. Brown, Vice Chair, S. Hanson, L. Brown-Kucharski, J. Ziolkowski, M. Allen, Acting Secretary A. Tonry.

Review of items to be discussed and Trustees of Trust Funds account given to Committee. T. Santora read CIP definition. M. Allen asked why there was no CIP for school maintenance, C. Brown-Kucharski explained that maintenance was in the school budget.

HFVFD:

Firetruck CRF balance is \$218K, Special details are \$10K and Ambulance is \$203K. Chief Lord said the ambulance service makes approximately \$45K a year.

REPLACE ENGINE 3: Discussion regarding the town’s current fire equipment and how the increase in size of a new engine could reduce the total vehicles needed from 4 to 3 when the oldest one times out. Chief Lord stated that the ISO rating last done in 1989 rated the town at 8, with new equipment we could be reduced to 7 which would improve the town’s overall insurance rates. Only cisterns over 30K gallons count towards lowering insurance rate. Target goal for money in hand is \$500K by 2019 when Engine 3 will be 28 years old. Chief Lord invited everyone to a fire drill at Whittier Pond on Tuesday, September 19 to see how long it takes to use and refill tankers. Engine 3 is a 1991 vintage and with a new one it is expected the 1996-97 tanker will time out between 2025-27 when is it 30-35 years old. The 2010 engine will probably have to be replaced in 2040. L. Brown-Kucharski asked if used equipment was an option. Chief Lord stated that used equipment might already be older and we keep ours well past the recommended 15 years. He is concerned about “lemons” and he might consider a leased vehicle when the time comes but good leasing options are usually not advantageous due to the time we keep our vehicles and the inability to customize the vehicles. T. Santora asked if the CIP Committee could have a member on the fire department truck review committee. Chief Lord said there were no real meetings but Bob Regan can be available to educate the CIP on the truck details.

CAPITAL RESERVE \$50K for TRUCK REPLACEMENT: Chief Lord requested \$50K per year but based on current trust balance may be able to reduce it to \$25K for 2018. J. Ziolkowski reminded the Committee that the 1979 truck was replaced in 2010 and asked if fundraising was still happening. Chief Lord confirmed that funds collected from fundraising is used for equipment, not trucks.

REPLACE 36 SCBA BOTTLES: Chief Lord stated that each bottle can be refilled 3 times in 15 years before expiration. He would like to replace the old bottles with 30-year bottles. Each

back pack has a primary and spare bottle which are good for about 20 minutes when used at maximum level. The price was \$140K and has been reduced to \$30K due to bottle replacement only. Chief Lord is pursuing a grant to replace the entire system in the future.

POLICE:

Cruiser CRF balance is \$27K, Special Detail is \$93K. Chief Dirsa explained that the detail fund has not reimbursed the town for payroll paid out of the general fund yet and will not do so until November.

PHONE SYSTEM: This is for both the Police and Fire Departments. Chief Dirsa explained that there are 36 phones in the Public Safety Building that were installed in 2000 which he wants to update and replace with an integrated answering system. Discussion included obtaining a copy of the quote, Chief Dirsa will check with the company providing the estimate to see if he can share it since it is informational only. This is not a bid, just an estimate, and will be bided out if/when funded. The estimate also includes increased/updated internet capacity. M. Allen asked if this equipment might be paid by the Comcast Fund which currently produces revenue of \$30K annually.

POLICE CRUISER REPLACEMENT CAPITAL RESERVE FUND: Chief Dirsa requests \$23K this year, \$1K more than last year for the future cruiser replacement. Discussion regarding replacing the last Crown Victoria with an SUV next year for a total of 4 SUVs. Questions were raised regarding vehicle maintenance and longevity of SUV. Chief stated that it is too soon to tell how they wear. 2022 will be the replacement year for the first SUV.

POLICE BODY AND CRUISER CAMERAS: Chief Dirsa said that the officers now wear body mikes to the cruiser cameras but do not have body cameras that film out of site of the cruiser camera. He said the new system integrated both. He stated the project is really \$36K, he is only asking for phase one this year. He would like to upgrade the two cruisers this year with wireless downloads then next year get the body cameras. The current price is larger than needed if the current in-house server can accommodate the entire project. Discussion regarding some vendors; who owns the data and monthly charges to store data. Chief said they currently store data for 6 months and that the new system would download wirelessly not as done now with thumb drives. J. Ziolkowski asked why 6 body cameras, Chief replied that there is limited battery life and each shift needs a camera while previous shift recharges. T. Santora asked if there might be a liability discount when using body cameras. Chief said not likely but cameras are known to save legal fees when questioned.

IN-STATION COMPUTER EQUIPMENT: Chief Dirsa explained that the HF Police Department shares their computer system with the Sheriff's department and that we should stay up to date with them to maintain user functionality. He stated that the initial service contract was \$60K and that the Sheriff's department does all the maintenance. M. Allen stated the Trust Funds show that they have not spent their 2016 funds, Chief confirmed that they are now spent.

REPLACE RADIO EQUIPMENT: Chief Dirsa explained that the current radio system is borrowed from the Sheriff's department and is outdated to the sheriff's newer system. He is asking for \$7K to cure the dead spot in transmission. He said it could be postponed but we will not know when we need it until we do need it. Discussion regarding the availability of cell tower antennae placement. T. Santora will talk to Selectmen re: possibility of a cell tower on the school property for leasing space as a revenue stream. L. Brown-Kucharski asked if this equipment might be paid by the Comcast Fund.

GOVERNMENT BUILDINGS CREATING CAPITAL RESERVE FOR PUBLIC

SAFETY BUILDING: Chief Dirsa explained that the Public Safety building is now 26 years old and has requested a fund be created for present and future building upgrades. Discussion regarding \$20K to do all upgrades is probably too small but a starting place. When asked to prioritize, Chief said plumbing first, evaluating heating system next. He will make a list with the Fire Chief. T. Santora stated that we have a maintenance fund for lightbulbs and faucets etc., this is a capital improvement fund for replacing systems, he wondered if some of the project proposed did not meet the \$5K minimum. Any unused funds do not stay in the building maintenance fund but get returned to the general fund.

FURNACE FOR OLD LIBRARY: The current balance of the CRF is \$11K. L. Ruest stated that the money is allocated under a warrant article for residing the last side of the building. The town is the landlord of the building, the Historical Society is asking for a new furnace so they can use the building year-round. Discussion included research into providing HVAC and what building renovations would be needed to provide humidity and mildew control for the historical contents of the building. Money raised by the Historical Society is used for computer, small renovations and paying heating costs. J. Ziolkowski stated that the HVAC option is overwhelming, including the height of the ceiling and that the current heating system having only one outlet and one return. When asked if a 2017 unit could be put in the old building the 3 proposals received did not compare apples to apples. It was suggested that the contractor for the library get in touch with B. Mutrie regarding the old library. It was suggested that the Committee wait until next week after the Board of Selectmen's meeting for more information regarding the stand-alone furnace proposal.

GENERATOR FOR TOWN HALL: The CRF for the Town Hall is \$6K. The actual price for the generator purchase would cost \$10k. This price does not include purchasing and burying a new propane tank.

LIBRARY: The CRF for the Library is \$6K. A. Magnarelli sent an email stating the Library did not have any capital improvement requests for 2018. It was stated that their projected \$6K for 2018 will be zeroed out if they do not come in and request it.

L. Ruest asked if someone could update the CIP spreadsheet. M. Allen volunteered.

MOTION: To approve the October 4, 2016 minutes as written.

MOTION: J. Ziolkowski

SECOND: L. Kucharski-Brown
4 IN FAVOR, 1 OPPOSED, M. Allen abstained.

MOTION: To adjourn at 10:45am.

MOTION: C. Brown-Kucharski

SECOND: J. Ziolkowski

UNANIMOUS

Next meeting September 20, 2017 at 8AM.