

## Hampton Falls Capital Improvement Plan Committee Draft Minutes

Meeting called to order at 8:07am

Present: Chair T. Santora, S. Hanson, L. Kucharski-Brown, C. Brown, J. Ziolkowski, T. Franciosa.

Absent: Margaret Allen

Meeting called to order at 6:11pm

T. Santora handed out updated versions (9/30/17) of the MS-9 Report of the Trust Funds of the Town of Hampton Falls which includes Capital Reserve funds and Town accounts. He also handed out updates from the Hampton Falls School Board Proposed projects and a summary sheet of Town capital improvement projects. (See attached below notes).

**Police Cruiser replacement \$23,000:** the committee discussed at length the two accounts Police Cruiser Capital Reserve Fund and the Police Department Vehicle Fund which have a combined \$118,000 balance. The committee had concern that an accurate balance could not be determined for the Police Department Vehicle Fund (currently at \$92,000) at the start of the CIP cycle, so it was going to be difficult to provide a recommendation. The committee felt that this balance was enough to continue the 6-year purchase cycle so this item could be deferred to next year. The committee would encourage the Select board to discuss the possibility of a 3-vehicle rotation for active cruisers with the Police Chief (still on a 2 year purchase cycle). Final vote was 4 – deferrable (unanimous). \$0 for year 1 and \$23,000 for years 2-6.

**Police Body & Cruiser Camera's:** This is a two-year request for \$18,000 each year. The committee would like to see additional information regarding what is required to support this new technology. There was limited information of what other police departments in the area are doing in this regard. The committee suggests that the Select Board in cooperation with the Police Department do additional research and obtain official quotes for the equipment needed and possibly upgrade the existing system we have (cruiser cameras and body microphones). The committee determined this request to be deferrable. Final vote 4 – deferrable (unanimous). \$0 year one, \$10,000 year 2. \$0 for years 3-6.

**Police Old Radio Equipment \$7,000:** This request is for equipment that would replace equipment that is being borrowed from the Sherriff's Department. The committee rated this as 1 - urgent (5 votes) and 2- priority (1 vote)

**Fire Truck Capital Reserve Fund \$50,000:** This is an annual request for funds for a planned purchase of a new Engine truck in 2019. Currently there is an approximate combined total of \$424,000 in the Fire Truck Capital Reserve Fund and the Fire Dept. Vehicle funds. In addition to these funds there is roughly \$45,000 to \$50,000 of revenue being generated from ambulance service provided by the Fire Dept. Given these totals the committee determined this request is rated as a 5-premature (unanimous). The money recommend is \$0 for the next 6 years. The

main reason for pre-mature was because no studies have been completed as to why we need a new fire truck, how much can we rely on mutual aid, can we combine forces with Kensington, can we buy used and can the new ambulance self- fund future purchases without tax payer money. There is a fire truck committee, and Chief Lord indicated it would be OK for someone from our committee (or the public) to join, but it was explained that the committee's meeting are not public, instead each member has his/her own task that they are working on and they share data as needed.

**Police & Fire Building Maintenance \$20,000:** The committee determined this request should come from the Select Board since the PSB is a government building. There was also not enough detail or quotes pertaining to the work needed to be completed. It was also not clear if the work that is needed is above the \$5000 threshold for the items proposed. It was also unclear if work that is needed is an actual capital improvement or maintenance type work. The committee rated this item as 6-inconsistent (unanimous) and \$0 for the next 6 years.

**Police & fire Phone System:** \$15,000. The committee sees this item as a need for the two departments, but not enough information was provided with regard to the system being proposed for installation or any official quotes for the system. The committee rated this a priority 2 – necessary (unanimous), but the committee will recommend spreading the request over 2 years (\$7500 each year). By spreading this over two years it would allow a proper analysis of what is needed and allow a proper bidding process to be followed.

**Highway \$50,000:** This amount along with the yearly amount of approximately \$67,000 from the highway block grant (gas tax ), was felt to be a reasonable figure for future road work (based on an analysis of last years expenditures and input Selectman Ziolkowski). The committee commented on the good condition of the Town's road infrastructure and encourages this continued effort. The committee does not feel the Axiomatic report has been a useful tool and would encourage to the Select board to not continue to pay for updates on this report. The committee rated this item as 2 - Priority (unanimous) and kept the request at \$50,000 for the next six years.

**Government buildings- Old Library \$10,000:** This request would be for a replacement of a furnace. Without a specific plan for the long-range use of this building and conflicting quotes for a replacement furnace the committee rated this a 5- premature (unanimous). The request was recommend for \$0 over the next 6 years.

**Government Buildings Generator \$10,000.** There was a lengthy discussion on the need for a generator for the Town Offices. There was further discussion on the total cost of such a system that can be installed in a proper location with all the supporting items which would include additional site work, electrical and propane tank installation. The committee was split on the need for this. There were three votes for 3 (necessary) three votes for 5 (premature). Due to the split vote, and the uncertainty of the cost, the request was zeroed out for all six years.

**LAS Renovation and Addition.**

The School Board is proposing a New Building project that would bond approximately 4-million dollars with additional renovations necessary in the four years following this project if approved. The renovations include: Cafeteria/Conference, Science Lab Gymnasium, playground relocation, replacement windows as well as Asbestos abatement and heating system upgrades. This new building proposal does not include a new gymnasium.

LAS Addition \$4,000,000: The committee fully agreed that the proposed solution is a good one, particularly considering the number of private citizens that have been involved in developing this new plan. The committee is thankful of this large amount of work that has occurred with this private group of citizen, in conjunction with the School Board, to come up with the compromised approach. The committee also understands that the hybrid bond/warrant article/budget approach provides the best possible chance for passage at Town Meeting given the current politics behind this issue. For this reason the committee rates this project as a 1-urgent. However, there was a lengthy discussion about the financing of this project and the CIP committee agreed that bonding the whole investment is a more equitable way to finance the project over a longer period since it would create fewer tax rate spikes over the next 2-10 years.

**Winnacunnet High School**

The committee reviewed the CIP sheets submitted. There are several planned renovations, Art department renovation of 8000sf, security camera upgrades, lighting upgrades, continuation of HVAC upgrades and a roof management plan. Other updates include a track resurface, repaving Warrior Way and the replacement of Auditorium seating. Hampton Falls share of these assessments is currently at 5.8% of the cost. The committee rated these items as 2-necessary

Meeting adjourned 8:55pm 1<sup>st</sup> C. Brown 2<sup>nd</sup> T. Franciosa. All in favor.

Minutes respectfully submitted by S. Hanson & Todd Santora