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| CAPITAL IMPROVEMENT COMMITTEE | SEPTEMBER 5, 2018, 8:00 AM |
| TOWN OF HAMPTON FALLS | TOWN HALL |

**Workshop Meeting to review requests for the
2019-2024 Hampton Falls Capital Improvement Program**

DRAFT

PRESENT: T. Santora, Chairman, M. Allen, J. Ziolkowski, L. Brown-Kucharski, T. Franciosa, S. Hanson, L. Ruest, Town Administrator, H. Fazzino, Secretary. **Absent:** C. Brown resigned.

L. Brown-Kucharski recommended L. Ruest become a voting member to retain an odd number of voting members. Chairman Santora had some additional names to recommend, but decided to keep the Committee as is.

L. Ruest highlighted the following documents: Report of the Trust Funds- MS-9, Special Funds balances, New Hampshire Municipal Association definition of types of bank accounts, and e-mail communication from Matthew Ferreira.

The meeting was called to order at 8:04 a.m.

REVIEW DEFINITION OF A CAPITAL IMPROVEMENT

Chairman Santora reviewed the CIP definition as provided in the June 28, 2018 Memorandum.

CIP PROGRAM SPREADSHEET 2018-2023 was reviewed by the Committee.

L. Ruest referred the committee to a document explaining special funds, reserve funds, revolving funds, funds from the Trustees of the Trust Funds. Discussion took place regarding Hampton Falls funds.

SUMMARY OF TOWN’S (MUNICIPAL) DEBT OBLIGATIONS: A copy of the conservation bond issue was provided.

FIRE CHIEF

Chief Jay Lord presented a history of the planning for the replacement of Engine 3, built in 1991, the design of the new truck, the dealer’s estimate (TOYNE and available funds).

In response to questions, J. Lord provided a summary of the manpower needed for a fire, how long the current truck will last, and anticipated repairs. He also spoke to what is next and confirmed two tank trucks are to be replaced.

Board members asked questions regarding the number of calls within Hampton Falls that required actual disposal of fires.

S. Hanson confirmed \$34,000 from ambulance transports are anticipated for next year.

PURCHASE OF 32 SCBA REPLACEMENT CYLINDERS- J. Lord demonstrated the cylinder replacements. A FEMA grant has been applied for, but funding is unknown. A 30 year life is anticipated, these cylinders expire in November, 2019. M. Allen inquired about the

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revenue from old equipment. J. Lord reported that it is sent to their Association for later assistance with equipment.

ELEMENTARY SCHOOL

Hampton Falls School

Dist.

- | | |
|--|-------------------|
| Renovation / Addition | M. Lane |
| Playground Relocation and Replacement Equipment Mgr | Nancy Tuttle, Bus |
| Renovation of Grade 4 Classrooms to Cafeteria (critical) | |
| Multi-Purpose Room Improvements (in conjunction with the gym) | |
| LED Lighting (interior) | |
| Parking Lot Addition / Repairs (not immediately planned) | |
| Renovation of Rooms 28 & 29 (Science Lab) | |
| Renovation of existing Science Lab (to Art Room, lab for lower grades, Flex space) | |
| Window Replacement (1974-1987 wings) | |
| Repointing Exterior Brick | |
| Change Heating Pneumatic Controls to Mechanical Controls | |
| Asbestos Abatement and Floor Replacement (10 classrooms and 3 hallways) | |

M. Lane stated the multipurpose room is preferred to be completed at the same time as the renovation of Grade 4 classrooms changing to cafeteria space.

L. Brown-Kucharski wanted assurance that any extra money would not provide funding for the cafeteria, and M. Allen wanted to move out the playground costs. M. Lane said it was premature.

T. Franciosa said he felt there was merit to addressing the cafeteria while the contractors are on site. A public forum will be held September 27, 2018 at the school. M. Lane excused himself at this time.

N. Tuttle addressed items 5-11, and confirmed that construction minutes will be available on the SAU website.

B. Mutrie, Brown Road, asked what the cost savings for LED lighting would be. Information was not immediately available. N. Tuttle will send the current bond for the Lincoln Akerman School purchase of the Merrill land and assessment to L. Ruest.

WINNACUNNET COOPERATIVE SCHOOL DISTRICT

WHS District

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| Bond Issue (2004) | M. Ferreira |
| Lighting Upgrades | N. Tuttle |
| HVAC Cycle | |
| Roof Management Plan (Auditorium Roof) | |

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Track Resurface
Tennis Court Resurfacing
Repave Warrior Way
Auditorium Seat Replacement (27 years old, hard to find replacement parts)
Blair Baseball Field Renovation / Raise Level (outfield is wet)
\$65,000 impact for Hampton Falls if all items pass.

Hampton Falls' share of each Winnacunnet High School expense is indicated on the worksheet.
S. Hanson left the meeting at 10:02 a.m.

HIGHWAY DEPARTMENT

Road Agent

L. Ruest presented the Highway Department Culvert Maintenance and Improvements Capital Reserve Fund. There are 14 non-tidal culverts in Hampton Falls to maintain. The proposed cost of \$150,000 is estimated for each culvert. The town has 14 culverts in need of inspection/repairs. Two culverts out of six are failing on the Taylor River. J. E. Ziolkowski also researched the beaver dam/ culverts. Road Maintenance now includes culverts. L. Ruest stated that the paving at Old Stage Road was planned to connect paving on other roads.

The Highway Department also recommended adding funding to the Highway Capital Reserve Fund for annual town roads paving projects. The planned paving and maintenance of Stard Road was discussed. The Selectmen and Road Agent will complete the second survey. T. Franciosa asked whether the highway block grant can be used for road repairs. The Board of Selectmen approved Highway Maintenance Fund of \$195,000 in 2018. J. Ziolkowski viewed the paving needs in town last week. Surrey Lane is the only road in need of paving. D. Robinson arrived at 10:20 a.m., and stated that there are 4 culverts in need of repair immediately.

Jones & Beach will make a proposal for the temporary repairs. J. E. Ziolkowski requests that CIP bring forward a number for paving and culverts. T. Franciosa recommends starting downstream and working our way up. This item will be placed on the September 12, 2018 agenda.

APPROVE CIP MINUTES OF JUNE 20, 2018

MOTION: To approve the CIP Minutes of June 20, 2018 as written.

MOTION: L. BROWN-KUCHARSKI

SECOND: T. FRANCIOSA

UNANIMOUS

An additional meeting of the Capital Improvement Committee will be held September 19, 2018 at 8:00 a.m. was scheduled.

ADJOURN

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MOTION: To adjourn the meeting at 10:55 A.M.

MOTION: L. BROWN-KUCHARSKI
SECOND: T. FRANCIOSA
UNANIMOUS

NEXT MEETING SEPTEMBER 12, 2018 at 8:00 a.m. at the Town Hall.

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