

CAPITAL IMPROVEMENT PLAN COMMITTEE MINUTES

REGULAR MEETING – JULY 25, 2014 – 8:15 A.M. NORTH HAMPTON TOWN ADMINISTRATIVE OFFICES

The meeting was called to order by Chairwoman Cynthia Swank at 8:25. Committee members Nancy Monaghan, David O’Heir and James Sununu were present. Also attending were Fire Chief Dennis Cote and Deputy Police Chief Michael Maddocks. Absent were Committee members Rick Stanton and Dickie Garnett and Town Administrator Paul Apple.

Minutes of the July 11, 2014 meeting were not available and were not reviewed or approved.

Deputy Chief Maddocks reported he would be standing in for Police Chief Brian Page, who was on vacation, and would try to answer any questions the Committee might have on the department’s proposed capital projects. Discussion was held on the following items from the Police Department’s capital requests:

Ballistic Shields - \$11,100 – 2015-2016

Deputy Chief Maddocks said the department currently has two of these shields, stored in the trunks of the regular patrol cars, and would like to buy three more for use in other cruisers. He described the shields as “bat shields” that fold neatly and are held with one arm with space on top to put the officer’s firearm. He said he was unsure about the cost of each unit but that when they had been priced in November they cost approximately \$2200 each. Ms. Monaghan asked what training is needed – including the cost – for these shields and Maddocks said there no formal training courses are needed. He will ask Chief Page to clarify the cost of each unit.

Cruisers - \$59,400 – 2015-2016

The committee reviewed the total cruiser replacement plan through 2021-2022. The impact for 2015-2016 would be \$33,000 from the revolving fund for one new replacement cruiser and \$26,400 from the budget for the final payment on a cruiser purchased in 2013. Ms. Swank had prepared a fund impact sheet and asked Deputy Chief Maddocks to review it with Chief Page for accuracy. Mr. O’Heir asked about the Revolving Detail Account and Deputy Chief Maddocks explained it’s the account that receives payments for police details that is used to purchase cruisers. Ms. Monaghan asked why the cruiser purchases through 2022 did not include any cost escalators and Deputy Chief Maddocks said he thought he was just an average of the cost as they don’t change all that much. Ms. Swank asked how much the cars themselves cost, before they are outfitted, and Deputy Chief Maddocks said he did not have that information but will ask Chief Page to provide a breakout of the base car cost and the outfitting cost.

Emergency Generator - \$90,000 – 2015-2016

Much discussion ensued regarding this project, which Chief Cote explained. This generator is requested in the event the new municipal complex does not go forward next year. It would replace the two troublesome generators now in use, both of which needed repairs following the lightning strike early in July, and neither of which powers all the equipment needed in the fire/police/administrative office areas. This new generator would power the entire existing fire/police/administrative office areas, and it would be moved to the new Public Safety Building once the municipal complex is built, in lieu of the one proposed for that new building. It is believed that the plans for the municipal complex include a emergency generator for the new town offices and the library but that is to be clarified by Paul Apple. The existing generator for the police and town offices would be moved to the Highway Department, which currently has no emergency generator. The Clerk's office also doesn't have emergency power but will once the municipal complex is built and the Clerk's office is merged into the town office area.

Chief Cote reported that Seabrook Station has committed to getting a \$25,000 grant for the generator that will ultimately offset whatever the final cost is, but he cautioned that the CIP should not be reduced by that amount because the funds are needed for the initial expenditure and the grant would be forthcoming only after all the installation is finished.

Deputy Chief Maddocks is to ask Chief Page to clarify the size of this new generator since it's replacing a 15 Kw appliance.

Temporary Disaster Plan - \$255,000 – 2015-2016

After brief discussion, this item was held until Chief Page returns and can explain the particulars.

Security Locks and Camera System - \$55,000 – 2015-2016

This is proposed only if the municipal complex is not approved, since it will already be included in the new Public Safety Building. If the municipal complex project does not go forward in 2015, this is requested to replace the faltering locks, cameras and controller boards. The video system is crucial to police operations as it videotapes everything in the interview and booking rooms. Deputy Chief Maddocks explained that since the lightning strike, officers are taking defendants to the Rye Police Department for interviewing so that a tape exists for legal purposes.

Ms. Swank asked Chief Cote to review the Fire Department's capital requests, and discussion was had on the following:

Heating System in the FD building - \$80,000 – 2015-2016

Chief Cote said the system is so old and inefficient it was scheduled for replacement four years ago and requires frequent repairs. This is requested only if the municipal complex does not go forward next year.

SCBAs (self-contained breathing apparatus) - \$40,000 – 2015-2016

Chief Cote said the 20 SCBAs, all bought at the same time, need to be replaced (not the bottles, just the “racks”), and he has put in capital requests to do it in two phases, \$40,000 each. The racks, which the firefighters wear to carry the bottles, are outdated and beginning to need more and more repair. This request for \$40,000 is to replace 10 of the 20 SCBAs. Phase 2, replacing 10 SCBA’s for \$40,000, will be included in the 2017 capital plan.

16 Portable Radios - \$45,000 – 2015-2016

These would replace aging radios that Chief Cote says are requiring repairs at the rate of two or three each year. Sixteen units would give one to each firefighter and call firefighter, with a couple of spares.

Forestry Truck - \$15,000 – 2015-2016

The existing truck is a 1996 model that was refitted after use by the Highway Department. Although it makes only about 15 runs per year, it is preferable to using a \$500,000 fire truck when the need arises to go into small areas, down railroad tracks and into other places not suitable for the large trucks.

Fire Department Apron - \$25,000 – 2015-2016

This is a repeated request for digging out and replacing asphalt in the entrance to the truck bays which is old, rutted, dangerous when moving vehicles in and out, and which is difficult to plow because of its surface. This request is made only if the new municipal complex does not go forward this year. Ms. Monaghan asked why driveway asphalt work is a capital expenditure and not a maintenance expense item, and after some short discussion it was determined to seek clarification from Mr. Apple.

There was brief discussion on the following capital projects for later years:

- The ladder truck, which has been discussed at length. Chief Cote gave the committee an inventory of fire equipment owned by area fire departments. He will also produce reports showing the number of calls each piece of equipment goes out to. And he will produce a report showing ambulance calls by years to show whether there is increasing demand.
- The tanker, projected for 2020, has been in service for 11 years. It is much-needed equipment due to the lack of hydrants in town, and Chief Cote will determine as 2020 draws near whether the replacement will be needed then or at a later date.
- An ambulance, projected for 2022, standard equipment replacement schedule, also to be re-evaluated in a few years.
- Utility vehicle (the pickup truck), 2022. Standard replacement schedule. This is used for delivering gear, and it gets the most use in the winter because it plows the town complex and plows out all the hydrants in town.

Ms. Swank asked Mr. Sununu when we will have something from the school regarding those capital requests. A copy had been sent to Mr. Apple but he is on vacation, so copies were made at the meeting and distributed, for discussion at the next meeting.

Discussion ensued regarding some of the funding sources noted on the capital requests, and Mr. Sununu clarified the capital reserve accounts. Ms. Monaghan asked who does the estimates for cost savings that result after capital purchases and where those savings are shown in the budget. Mr. Sununu discussed the maintenance fund. It was agreed the committee would benefit from clarification on both issues, which will be sought from Mr. Apple.

There being no further business, Ms. Swank adjourned the meeting at 10:15. It was noted the committee will begin weekly meetings Friday, August 1.

Respectfully submitted,

Nancy Monaghan