



TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

**CAPITAL IMPROVEMENT PLAN COMMITTEE
MINUTES**

REGULAR MEETING – 08 AUGUST 2014 – 8:15 A.M.
NORTH HAMPTON TOWN ADMINISTRATIVE OFFICES

The meeting was called to order by David O’Heir at approximately 8:20 a.m. Rick Stanton, Nancy Monaghan and James Sununu were also present on the Committee. Cynthia Swank and Dickie Garnett were absent. Susan Grant, Library Director, and John Kollmorgen, a Library Trustee attended on behalf of the Library. Paul Apple, the Town Administrator was also present.

The Committee reviewed minutes of the 11 July 2014 meeting and the 01 August 2014 meeting.

MOTION: Ms. Monaghan moved to approve the minutes of the 11 July 2014 meeting. Mr. Stanton seconded the motion. There was no additional discussion. All present voted in favor, and the Vice Chair declared the motion passed.

Ms Monaghan noted that the minutes for the 01 August 2014 meeting should be changed to accurately reflect Michael Maddocks’s title, from Lieutenant to Deputy Chief.

Mr. Stanton suggested that Line 70 should be changed to make clear that the generator for the public safety buildings needs to be purchased right now rather than when the new town campus is constructed. He proposed that the phrase “is proposed” be deleted.

MOTION: Mr. Stanton moved to approve the minutes of 01 August 2014 as amended. Mr. Sununu seconded the motion. There was no additional discussion. All present voted in favor, and the Vice Chair declared the motion passed.

The Vice Chair called the Committee’s attention to old business and asked Mr. Sununu to report on the questions the Committee had on the school projects.

Mr. Sununu said that the cost of the air conditional units had not been finalized. They were just installed this week, and he will follow up as soon as that information is available.

He also said that the speaker system in the gymnasium was installed in 1996 and it is proposed to replace it with a similar system used for gym activities.

The garage contains physical education, softball and baseball equipment and half the space is dedicated for furniture. This allows for fluctuations in student population that require more or less furniture. SAU-wide storage is not practical given the disparate locations because North Hampton property is used regularly.

There is no specific plan for hiding the dumpsters. The School Board has never done a cost estimate for this work. The chain-link fences are often hit by the trucks.

The stage lighting costs are paid for by the director donating her stipend. There is no budget line item for this expense.

Mr. Stanton suggested that a cost-benefit analysis be completed to determine whether the district should buy or lease lighting equipment.

Mr. Sununu reported that the ADA doors project has been pushed out because the Board is looking for grant funding. There is capacity in the existing security system to add cameras that should be installed once the ADA doors are in place. Until they are replaced, the maintenance staff is updating the doors with weather stripping. The priority on this project would be higher if grant funding becomes available.

Ms. Monaghan asked what the chances for grant funding would be. Mr. Stanton suggested that painting be eliminated and that door replacement be made a higher priority. Ms. Monaghan agreed. The Vice Chair asked if the return on investment would be as high as suggested given that the doors are frequently open.

Mr. Sununu responded that Mr. Gamache had created the priority list, and Mr. Stanton asked Mr. Sununu to bring these matters up with the School Board.

The Committee then moved to New Business and discussed the Library Capital Projects. Director Grant reported that one of their highest priorities is to repave the parking lot and sidewalk outside the building because of the hazardous state of the asphalt. She said she wasn't sure if this is a Library priority or a Town priority.

Ms. Monaghan asked for the cost of repaving. Director Grant indicated she had no cost.

Mr. Stanton asked the Town Administrator if this project should fall under public works. The Town Administrator responded that it would.

Director Grant next reported on the lighting issue, which was identified in Architect Ron Lamarre's report. The ballasts need to be replaced, and it may not be safe to change the bulbs with the electricity on without that work. Director Grant reminded the committee that to replace the ballasts may mean that the ceiling tiles need to come down, and since the tiles are overloaded with insulation, this project would be very costly and complicated. Director Grant suggested that the Trustees believe this is an example of throwing good money after bad with respect to a building that is no longer serviceable.

The Vice Chair said that a lot of the work to be done will depend on whether a new library will be constructed. He expressed some concern about the cost estimates, but not with the fact that the work is needed. Mr. Stanton said the first priority should be a new library and then a separate article with the repairs that are necessary if the new building isn't approved. Director Grant said that without a new library, ADA compliance is necessary.

The Town Administrator suggested that the Committee plan with two event horizons: one of three years that assumes a new library will be constructed and one of ten years that assumes there will be no new library.

The Vice Chair said he would like to see items that have to be done now. Mr. Sununu said he'd like to see both things that have to be done now whether a new library is constructed or not and what has to be done if no library is built.

Director Grant suggested that the building be evaluated by a commercial contractor for the priority and cost of the items. The Vice Chair suggested the Committee ask Dickie Garnett to recommend an evaluator.

Mr. Stanton said that the paving should be included in the CIP under Public Works, and the Committee agreed by consensus. The Town Administrator will get an estimate.

96 Director Grant will organize the 3 year and 10 year projects.

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98 The Vice Chair indicated that he had inspected the building on the issue of insulation. At present there is 1" of rigid foam
99 plus the 1 1/2" of rigid foam that was added when the heat was converted from electric to oil. The R value is 16 now and the
100 requirement is 19. He concluded that the insulation item should remain on the list.

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102 Mr. Stanton suggested that the heating system should be converted now to propane, which is easier to switch to natural gas
103 when the time comes.

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105 Director Grant agreed to report back to the Committee on 29 August 2014.

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107 The Town Administrator agreed to circulate the DPW worksheets in advance of the next meeting. The Committee discussed
108 its schedule for the coming month:

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110 15 August 2014: DWP; quint discussion; PD follow-up;

111 22 August 2014: New Building for Town Campus;

112 29 August 2014: I.T. and smaller administrative items plus Library follow-up.

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114 Ms. Monaghan asked the Town Administrator if he had received reports from the Fire Chief regarding the use of the ladder
115 truck, and Mr. Apple responded that he had not. Ms. Monaghan would like the reports broken out by use of the ladder truck:
116 height and reach, water supply and blocking.

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118 The Town Administrator agreed to direct the Fire Chief to report as requested.

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120 The Town Administrator also reported that he was meeting with Sue Hills to discuss her willingness to serve as community
121 representative and will report next week.

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123 The Vice Chair called for any additional business, and hearing none, he adjourned the meeting at approximately 9:30 a.m.

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125 Respectfully submitted,

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128 Paul L. Apple, Town Administrator

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130 Date prepared: 13 August 2014

131 Date approved: 15 August 2014