

1 **CAPITAL IMPROVEMENT PLAN COMMITTEE**
2 **MINUTES**

3
4 **REGULAR MEETING – AUGUST 1, 2014 – 8:15 A.M.**
5 **NORTH HAMPTON TOWN ADMINISTRATIVE OFFICES**
6

7
8 The meeting was called to order by Chairwoman Cynthia Swank at 8:20 a.m. Committee
9 members Nancy Monaghan, David O’Heir, Richard Stanton and James Sununu were
10 present. Also attending were Police Chief Brian Page and Deputy Police Chief Michael
11 Maddox. Absent were committee member Dickie Garnett and Town Administrator Paul
12 Apple.

13
14 Minutes of the July 25, 2014 meeting were approved on a motion by David O’Heir,
15 seconded by James Sununu. Richard Stanton abstained. Minutes of the July 11, 2014
16 meeting were not available and were not reviewed or approved.

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18 Ms. Swank passed out a summary of the school’s requested capital projects and copies of
19 the library’s worksheets.

20
21 Police Chief Brian Page was on vacation for the July 25 meeting when some questions
22 arose regarding the Police Department’s capital improvement program, and he clarified
23 those issues as follows:

24
25 **Cruisers**

26 Chief Page handed out a listing of the cruiser equipment, showing the base cost of the
27 vehicle and the various outfitting that completes the vehicle, including radios, laptops,
28 light bars, prisoner containment needs, lighting, graphics and gun racks. He said he
29 estimated the \$25,762 base cost of vehicles on the 2012 price with a \$200/year increase.
30 He said the department going forward will purchase the preferred AWD vehicles. By
31 2016 he said the department will be able to transfer existing outfitting to new vehicles as
32 the older AWDs go out of service. He did note that the radar units are starting to show
33 their age as they are used every day on every shift, and he will be looking at replacing
34 those soon.

35
36 Mr. O’Heir asked whether the standard vehicle rotation schedule is the right schedule
37 given that warranty periods have increased. Chief Page said even with the three-
38 year/100,000-mile warranties, basic maintenance is not covered, and keeping the cars too
39 long requires higher maintenance expenditures. Mr. Stanton suggested that when
40 warranties go up to four years it may be prudent to assess the cruiser replacement
41 schedules at that time.

42
43 **Ballistic Shields**

44 Chief Page clarified that the \$11,100 capital request for 2015-2016 includes two new
45 ballistic shields (\$4,700 each) and one additional “bat” shield costing \$2,175. He would
46 like to raise the total request to \$11,575 for all three. The department has two of the “bat”

47 shields, which are lightweight units that will stop pistol fire but not rifle fire. The two
48 new shields requested are Baker "MRAPS" that are heavier and rated to stop rifle fire.
49 Ultimately, Chief Page said, he'd like to have four shields of each type.
50

51 Ms. Monaghan asked if there are less costly options for the \$4,700 shields. Chief Page
52 said he has researched the pricing and this is the best price he's seen. Although there are
53 lower-priced shields, he says he would not trust them. He said training can be done as
54 part of the department's regular firearms training using videos. He said there are no
55 grants available to cover the cost of this equipment but that if he could find one it would
56 cover 50% of the cost.
57

58 **Generator**

59 Mr. O'Heir asked if a load study has been completed yet and Chief Page said it has not.
60 He said the \$90,000 requested for this generator is high but he wanted to make sure
61 everything is covered, and he pointed to the school generator that cost \$46,000 but other
62 costs of installation had not been considered or budgeted. At this point it's unknown what
63 size generator will be sufficient, although Chief Page said a ballpark estimate by the
64 electrician is a 60Kw model, and he noted that any generator purchased should be
65 sufficient to allow normal operations of the town to proceed, unlike the existing
66 generators, that power only certain circuits. He said the generator issue is one of the
67 reasons the town campus is needed so that departments can share resources and the town
68 could run on three generators and not four. Mr. Stanton said the proposed generator
69 should be sized to meet the needs of the new Public Safety Building.
70

71 It was clarified by Chief Page and Mr. Stanton that the municipal complex plans for the
72 new Public Safety Building do include the cost of a new generator. This generator could
73 ultimately be moved to the new Public Safety Building. They also clarified that the
74 Library/Town Office project does not have a generator included.
75

76 **Temporary Disaster Plan**

77 Chief Page said this remodeling project for \$255,000 is requested only if the town
78 campus does not move forward next year. It is to remodel existing space (and the Mary
79 Herbert Conference Room would be lost) to allow for bathrooms and showers for female
80 employees of both fire and police, and to upgrade two of the four existing cells in the
81 Police Department. Chief Page said there are four cells, but two have already been
82 converted to evidence storage, and the department needs only two cells, upgraded. He
83 said he based the total cost on a \$225,000 estimate from last year.
84

85 **Security Locks and Camera System**

86 Chief Page said he wants to pull his request for \$55,000 for this project because many
87 new parts have been installed since the lightning strike, and there is no need for this
88 project next year.
89

90 Ms. Swank asked Mr. Sununu to review the school's proposed projects, and Chief Page
91 and Deputy Chief Maddox left the meeting.
92

93 **School Projects**

94
95 **2015-2016 – Total \$68,000**

96 **AC condensers \$48,000; acoustic speaker ball \$8,000; interior painting \$12,000**

97
98 Mr. Sununu said the speaker ball in the gym is broken and while there is hope that it can
99 be repaired and not replaced, this capital project is requested pending that determination.
100 At the graduation ceremony, portable speakers had to be put up. Ms. Swank wondered
101 about the technology of the speaker ball, and Mr. Sununu said he would find out.
102

103 Ms. Monaghan asked why painting is a capital expense and not a maintenance and repair
104 expense. Mr. Stanton said it had been determined that big-ticket building items had to be
105 broken out for warrant articles so money could be accrued, and that especially large items
106 such as painting at the school can be done in stages that don't require nearly as much
107 cost. He said he doesn't know how the accounting rules are determined.
108

109 **2016-2017 – Total \$69,000**

110 **Resurface courtyard asphalt \$32,000; New garage \$25,000; interior painting \$12,000**

111
112 Mr. Sununu said the asphalt is about 20 years old and is cracked from frost heaves, age
113 and so forth. The one garage at the school is used for storage of classroom furniture and
114 other items and is completely full so there is no garage for maintenance equipment. Mr.
115 Stanton asked about the possibility of some central SAU storage possibilities, and Mr.
116 Sununu said he'd look into that.
117

118 **2017-2018 – Total \$78,000**

119 **Resurface asphalt from the gym to the garage, add asphalt from the sidewalk to the**
120 **garage, \$16,000; Stage lighting \$25,000; LED lighting \$25,000; interior painting**
121 **\$12,000.**
122

123 Currently the school rents lighting for stage productions at a cost of \$3000 to \$4000 per
124 year, and the lights requested would have a life of about 10 years. Ms. Monaghan asked if
125 the yearly cost of \$3000-\$4000 for rental lighting would show up in the budget as cost
126 savings if this capital purchase is approved. There were no details regarding the LED
127 lighting request. Mr. Stanton said he seemed to recall some discussion about hiding the
128 dumpsters that are unsightly and which are also used by people stopping by to dump their
129 trash. Mr. Sununu said he didn't know of any such discussion but would inquire.
130

131 **2018-2019 – Total \$268,000 – Replace boilers with extension of gas line**

132 Mr. Stanton questioned whether there would be another warrant article next year for
133 \$25,000 as there was this year to set aside money for the extension of the gas line. It was
134 planned to be in four yearly installments. He also asked if the boilers could be replaced in
135 two phases, keeping one oil unit going with one new gas unit, then replacing the oil unit
136 the next year. There was some discussion whether this would be cost effective, and it was
137 decided to seek a breakdown of the conversion costs.
138

2019-2020 – Total \$52,000

ADA compliant doors \$22,000; 4 additional security cameras \$10,000; Interior painting \$12,000; two small projects \$8,000

Mr. Stanton said he thought the ADA door project was to be done sooner rather than later. Much discussion ensued about the need for these doors, which will be at the front entrance and the gym. The two small projects for \$8,000 include furniture for \$5000 and weather stripping on all doors for \$3,000. Mr. Stanton suggested moving the ADA door project, the security cameras, and the weather stripping to the 2015-2016 capital budget, and Mr. Sununu agreed to inquire why those projects were submitted so far out.

2020-2021 – Total unknown

Mr. Sununu reported only the gym roof replacement (\$50,000) and the exterior painting (\$20,000) were identified on his sheets.. The gym roof leaks frequently and is not energy efficient.

Ms. Swank adjourned the meeting at 10 a.m. on a motion by Mr. Sununu, seconded by Mr. O’Heir. The next meeting is Friday, August 8 and will include continued discussion of the school projects and the first review of the library’s projects.

Respectfully submitted,

Nancy Monaghan