



**TOWN OF NORTH HAMPTON
CAPITAL IMPROVEMENT PLAN COMMITTEE
MINUTES**

SPECIAL MEETING –SEPTEMBER 2, 2015 – 6:30 P.M.
MARY HERBERT CONFERENCE ROOM
NORTH HAMPTON TOWN OFFICES
233 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE

The Capital Improvement Committee met with the Facilities Committee. The CIP Chair called the CIP meeting to order at approximately 6:30. The Committee agreed that the Facilities Committee minutes would be adopted as a reasonable summary of the essential content of this meeting.

1. The Call to Order by the Chair

Chair Etela called the meeting to order at 6:30 PM. Those in attendance were Director Page, Josh Jeffrey, Wally Kilgore, Mike Castagna.

Chair Etela stated the meeting would be a joint meeting with the Capital Improvement Committee, and introduced Chair Swank. Those present from the Capital Improvement Committee were Rick Stanton, John Kollmorgen, Nancy Monaghan, James Sununu, Anne Ambrogi. Also, present from the North Hampton Public Library Susan Grant, Library Director.

2. Old Business

None

3. New Business

3.1 Discussion of the Municipal Facilities Planning status with the CIP Committee.

Chair Etela stated they are in the process of pricing out the “Chauncey Plan” as charged by the Select Board. He further stated the committee will also be offering an alternate plan that they feel will save money and time.

3.2 Review latest plans for the Alternate Scheme with Ron Lamarre.

Mr. Lamarre reviewed changes he made to the alternate plan the committee is working on. He noted the intent of the space plan for Town Administration was to give several options for the offices. The proposed Town Clerk/Tax Collector’s offices could be utilized for storage space until such time that the clerk moves from the stone building.

Mr. Jeffrey noted there were many temporary moves with the “Chauncey Plan.” The alternate plan would call for only one temporary move of the Police Department administrative offices over to the old library while those areas undergo renovations. The alternate plan takes away the costs of temporary moves as well as eliminating one year off the project schedule.

Chair Etela stated that the proposed alternate plan is for two buildings instead of three. He further stated this would help with operational, utility and maintenance costs.

Mr. Lamarre spoke about the organization of traffic flow and the change to a front entrance only. There would also be a change in the entering and exiting of the buildings near Joe’s Meat Shoppe and the capability of a drive through bay at the fire station once the library is torn down.

Ms. Swank asked how they could possibly be comparing “apples to apples” when the prior plan had shared spaces between the library and town offices.

Mr. Lamarre explained they would be comparing “apples to apples” because the cost is based on square footage and they could easily add or remove square footage to come up with an accurate figure.

Director Page was asked how Chief Tully felt about the plan having three bays versus four. He stated the Chief will work with what he has but three bays will still require lining up current vehicles, which will require shuffling of them, which in return delays response time.

A considerable amount of time was spent with Ms. Swank’s questions and in particular her inability to visualize the ramp that would be connecting two buildings. Mr. Lamarre researched and found on the internet an example of a ramp connecting two buildings and showed it to those in attendance.

Further questions from Ms. Swank led to considerable discussion surrounding space in the renovated town administration offices for the Town Clerk/Tax Collector’s office. Ms. Swank stated there would not be sufficient space at the counter to handle the amount of customers that would be coming in during certain busy times of the year. She further stated it would not be an effective way to transact business.

Mr. Lamarre reminded everyone in attendance the plans before them are conceptual designs only, with many revisions to come.

Mr. Jeffrey stated the committee has taken into account all of the differences of opinion and concerns of the residents and to come up with an alternate plan that would have more green space, and a more condensed and definition of the buildings.

Town Administrator Apple thanked Mr. Lamarre for attending the meeting, and for being able to respond so quickly with changes to the plans.

Ms. Swank stated she would appreciate a copy of what the committee will be presenting to the Select Board.

Chair Etela stated Mr. Lamarre will be giving the presentation to the Select Board.

Ms. Swank inquired as to whether thoughts were given to waiting a year on the project.

Mr. Castagna stated it is certainly an option, but costs will only continue to rise. The committee discussed building everything at once or one building at a time. It was noted the more that is accomplished the first year, the less the costs will be.

The Facilities Committee approved their minutes and conducted additional minor business not relevant to their joint meeting with CIP.

The Joint Meeting was adjourned at approximately 8:10 PM.

Respectfully submitted,
Janet L. Facella