

1 TOWN OF NORTH HAMPTON, NEW HAMPSHIRE

2
3 CAPITAL IMPROVEMENT PLAN COMMITTEE
4 MINUTES

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6 REGULAR MEETING – SEPTEMBER 11, 2015 – 8:30 A.M.
7 TOWN CONFERENCE ROOM
8 233 ATLANTIC AVENUE
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11 The meeting was called to order by the Chair, Cynthia Swank, at 8:37 a.m. Anne
12 Ambrogi, Nancy Monaghan, David O’Heir and Rick Stanton were present for the
13 committee. Paul Apple, Town Administrator, was also present.
14

15 Mr. Apple presented a survey outlining maintenance that needs to be done at town
16 buildings.. He sought guidance as to how these projects should be incorporated into
17 capital requests.
18

19 **Town Office/Police Department**

20 The building has suffered damage on all four sides of the siding, primarily from ice dams.
21 The heat tape needs repairs in many places. Breaks in the siding are allowing water to
22 seep in and cause interior damage as well. Mr. Stanton suggested all these problems
23 should be incorporated into a report of repairs needed if the municipal campus project
24 does not pass.
25

26 **Stone Building Stairs and Repointing**

27 Repairs are needed to the steps at the entrance to the Stone Building and the stone walls.
28 need to be repointed, as it has been many years since such maintenance has been done.
29 Mr. Stanton suggested these projects be combined into a three-year capital request for
30 building maintenance. Mr. Apple said he believes the stairs can be repaired in 2016.
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32 **Town Hall**

33 The entire building needs to be painted, and some clapboard repairs are needed. Mr.
34 O’Heir said because this is an historic building, replacement clapboards have to be very
35 specifically selected. There was discussion of the gutters and the ice dams that cause this
36 damage, and Mr. Apple said it’s best to stick with what’s there rather than try to remove
37 them and then construct the drainage that’s needed if the town buildings were not
38 outfitted with gutters. He noted this past winter the town spent \$13,000 for roof snow
39 removal, and that kind of maintenance will be a line item in the upcoming budget.
40 Mr. Stanton suggested the Town Hall issues be presented as a three-year maintenance
41 project for 2018, 2019 and 2020. Ms. Swank said we need an expert in historical repair to
42 give an opinion on the proper clapboards.
43

44 Mr. Apple then presented two town administration capital projects:
45

46 **Recreation Van - \$50,000 – 2017**

47 The existing 15-passenger van is very difficult to step into and to get seated for the
48 elderly citizens who are the primary users of this van. This proposal is for a 20-seat van,
49 to be purchased with the department's capital reserve. Mr. Stanton suggested Mr. Apple
50 look into the possibility of a used van and a lease/purchase arrangement, and also that the
51 department keep the existing van for transporting youth who are better able to get on and
52 get in.

53
54 **Town Server - \$15,000 – 2020**

55 Mr. Apple said this project would come from the established capital reserve IT fund.
56

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58 Cynthia Swank said the committee must next prioritize all capital projects, and that will
59 be the business for the next meeting on September 25. She will prepare a spreadsheet of
60 all the projects before that time. There will be no meeting September 18.

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62 The Chair adjourned the meeting at 9:45 a.m.

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65 Respectfully submitted,

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68 Nancy Monaghan
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71 **Date Prepared: September 12, 2015**

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73 **Date Approved: October 30, 2015**

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