

# Town of Hampton



## CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING July 25, 2006 6:00 PM

PRESENT: Tom Gillick, Chairman  
Ben Moore, Board of Selectmen  
Sandy Buck, Citizen at Large  
Maury Friedman, Budget Committee  
Richard Goodman, Winnacunnet School Board  
Fran McMahan, Planning Board  
James Barrington, Town Manager  
John Kane, Village District  
Mark Gearreald, Town Attorney  
Mike Schwotzer, Finance Director

ABSENT: Kathleen Terry, Hampton School Board

Chairman Gillick called the session to order at 6:00PM, and introduced all present. He asked Mr. Barrington to introduce Mr. Schwotzer, the Town's new Finance Director.

The Chairman then asked Mr. Barrington to present the capital improvement requests for his departments.

Mr. Barrington first distributed last year's final Capital Improvement Plan figures. He then distributed the Capital Improvements requests he had received from the Fire Department, Recreation and Parks, and the Department of Public Works. He stated that the Police Department didn't anticipate any Capital needs for this year.

Chairman Gillick asked if Mr. Barrington and Mr. Gearreald will be discussing CIP prior to Mr. Barrington's departure so that there will be continuity in the process. They will.

Mr. Barrington then addressed the report from the Fire Department. He indicated that there is nothing new on the list. The requests are as follows:

Ambulance – There are 3 ambulances on line. One is replaced every 2 years. A new one was just purchased and it is en route. It will be operational in the next 2 weeks. The oldest ambulance will go off line when the new one is operational. To maintain a 6-year replacement schedule, a new ambulance will be needed in each of years 2008, 2010 and 2012.

Fire Stations – This request is on list as a place - holder.

Chairman Gillick then summarized recommendations to be made by the Fire Station committee. This committee will be recommending the present site on Ashworth Avenue or as close as possible to that site. They will also suggest the Island Path parking lot, which would require road improvements. (Chairman Gillick stated that he met with Dan Furden last week, at Mr. Furden's request. His interest in doing business with the Town still stands.) The second location choice is the old police station site, conditioned on purchase of the Westport Motel. That property may be available for purchase. The Committee is going to recommend a substation with bays, walk-in emergency area, hose tower and crew quarters. The Committee understands that this recommendation assumes administrative space will be needed uptown.

The area south of the new Police Station and north of the westerly extension of the Ashworth Avenue parking lot will also be a suggested site. The Committee will be making its recommendations to the Selectmen before the beginning of September.

Mr. Friedman asked why Chief Lipe wants to relocate the administrative headquarters. This is not known. Mr. Friedman asked if anyone from the Fire Department sits on the Committee. Chief Lipe sits as an ex-officio member. Mr. Kane said that they are trying to minimize the footprint of the fire station at the beach and that administrative functions don't need to be on the beach.

Staffing - Mr. Barrington said that while we have not traditionally included staffing needs in the Capital Improvement Program, Chief Lipe did include it in his request because it involves cost over \$75,000. Chairman Gillick said the information was requested so that it will be there, because the investment in people is a big one.

Pumpers – Pumpers should be replaced every 20 years. The two reserve pumpers (of the four-pumper fleet) are 1988 models are projected for replacement in 2007 and 2008. Chairman Gillick asked if one of the reserve pumpers had failed the underwriters' pumping test. It did. ISO people are here doing fire rating for the Town. Having two reserve fully operative pumpers is a factor in that rating, which affects homeowners' insurance rates.

Technical Rescue – additional equipment is projected for 2009.

Chairman Gillick asked if the Committee had questions regarding the Fire Department's report. Mr. Moore said it would be nice to think about a reserve fund for Fire Department equipment replacement. This would be longer term planning. Paying cash instead of bonding can save money. He also noted that the pumper replacements have been moved up one year. That is because of failure of one of the pumpers. Technical rescue equipment has also been moved up a year.

Mr. Gearreald stated that Chief Lipe has indicated that if the bay at the uptown station were extended back, he would want to include a decontamination unit there. Chairman Gillick indicated that he feels this will eventually be a FEMA or OSHA requirement.

Mr. Friedman asked about the cost to repair the pumper. What would happen between today and next year to that \$14,000. That will be researched to get an answer.

Mr. Kane noted that the fire alarm truck should be eliminated, since the fire alarm system no longer exists. This item needs to be deleted from this year's plan.

Recreation – Community Center has been talked a bout for many years. The Recreation Department realizes its not top priority, but wants to keep the need before the community. Chairman Gillick indicated that it is a Department Head's responsibility to bring the needs forward. Mr. Moore asked why the price was up 50%. Mr. Barrington indicated that it hadn't been reviewed in a while and needed to be adjusted. Mr. Moore asked how it would be timed on the CIP schedule for a start date. Chairman Gillick said the Committee would prioritize all of the needs in a level-funding phase.

Mr. Moore then asked about the need for improvements to the parks. As an example, why is the tennis court not on the Recreation Department's request. Mr. Barrington said that the Department Head doesn't feel that those recreational items would make it forward to the warrant with the other current priorities. Chairman Gillick noted that if recreational facilities are dangerous and a liability, they may have to be shut down. Mr. Moore offered the opinion that repair and improvement of existing recreational facilities might have a better chance of passage than the Community Center.

Mr. Goodman commented that he is surprised to see a request for a \$12 million item before money is assigned to do a design plan. Mr. Barrington said that his experience has been that the citizens do not vote for planning and design funds. Chairman Gillick indicated that the historical behavior of the voters does not relieve the Committee of the responsibility to document the needs. Mr. Gearreald stated that, at a future meeting, the Committee might want to discuss use of the old town hall as a senior/community center.

Mr. Friedman stated that he's not clear on the role of this committee. Chairman Gillick indicated that the CIP's role is directed by statute. Mr. Friedman feels that CIP should play a role in determining how to present things to voters that they will accept. Chairman Gillick clarified that the committee has not accepted the departments' requests yet, and they will be discussed as the process goes forward.

Mr. Barrington then spoke to the Department of Public Works request. It was received this afternoon and Mr. Barrington hasn't had a chance to review it and discuss it with Mr. Hangen. Chairman Gillick stated that Department of Public Works' request would be addressed at a subsequent meeting.

There is no CIP request from Assessing this year, since it was decided that an in-house rater is preferable to hiring an outside firm. Chairman Gillick then said that the Town has to deal with the assessing issue. It is something that has to be done based on State requirements.

Mr. Barrington will talk with Ms. Martin about whether she has more requests to submit for Parks and Recreation.

Mr. Gaylord will present for both School Boards at the August 15<sup>th</sup> meeting. Mr. Goodman said he wouldn't be here on August 15th. Another school board member may attend.

The Cemetery is not going to ask for anything through the CIP. They will fund their projects through their Trust Fund.

The Library Trustees are going to meet before September and they may have a proposal. This will be scheduled for CIP at some time later in the process.

August 1<sup>st</sup> was then scheduled for presentation of the Department of Public Works request.

Mr. Buck requested an updated spreadsheet by August 1<sup>st</sup>. This will be done.

Mr. Friedman asked if Mr. Barrington had put together a plan for space needs for Town departments. Mr. Barrington said that the Building Inspector is doing that and will present a report to him on August 7th. Mr. Barrington and Mr. Schultz have been looking at Building, Planning and Assessing space needs. The Tax Collector needs to be included in this space evaluation also. He indicated that there has also been discussion as to whether the Town Clerk and the Recreation Department should be moved to the old Town Hall instead. If the Building Department's space needs can be met in the current Town Hall, the same purpose is accomplished. Once the Board of Selectmen makes a decision about moving departments, then it would become before CIP. Before CIP finishes its work this year, it will ask the Town Manager if a cost of moving departments needs to be considered. If the Town Manager brings something forward, it will be discussed.

Mr. Friedman said that at the last meeting he asked about adding a couple more citizens to the CIP Committee. Chairman Gillick said that he had discussed this with the Chairman of the Planning Board. They concluded that most members of CIP were elected by the public, and the public is well represented on the Committee. [The composition of

the Committee also meets the requirements of RSA 674:7]. Mr. Friedman expressed dissatisfaction with the degree of representation on the Committee.

Chairman Gillick stated that the Committee would prepare a catalog of capital needs and prioritize them on a level-funded basis out to 6 years. The Committee does not make policy. Mr. Goodman noted that it is not the CIP Committee's job to lobby for anything.

**MOVED** by Mr. Goodman to adjourn.

**SECOND** by Mr. Kane

**VOTE:** Unanimous

**MOTION PASSED**

Meeting adjourned at 6:50 PM.

Respectfully Submitted,  
Barbara Renaud  
CIP Administrative Assistant