

Town of Hampton



DRAFT
CAPITAL IMPROVEMENT PROGRAM
COMMITTEE MEETING
September 19, 2006
6:00 PM

PRESENT: Tom Gillick, Chairman
Sandy Buck, Citizen at Large
Maury Friedman, Budget Committee
Richard Goodman, Winnacunnet School Board
John Kane, Village District
Fran McMahon, Planning Board
Ben Moore, Board of Selectmen
Catherine Redden, Library
Mike Schwotzer, Finance Director

ABSENT: James Steffen, Town Planner
Mark Gearreald, Interim Town Manager
Kathleen Terry, Hampton School Board

I. ANNOUNCEMENTS

Chairman Gillick called the session to order at 6:00PM. He announced that Mr. Gearreald could not be present this meeting, so the Town Departments will be reviewed next week.

II. LIBRARY REQUESTS

Ms. Redden presented Library requests. She stated that the present building was built in 1983. All equipment is at the end of its useful life. She indicated that the priority is to

address dehumidification in the basement. Currently buckets of water need to be dumped daily from the dehumidifiers. Insulation around pipes in the boiler area needs to be replaced because it has mold. There is also mold in some of the public area rooms.

Ms. Redden is looking to see how fast the mold can be removed. Replacing insulation will be the next immediate step.

The Trustees would like to upgrade the circulation desk. The Dunfey Corporation gave the Library the circulation desk 20 years ago. The purpose is to make the desk more user friendly. However, the mechanical problems have taken priority to this point.

Mr. Gillick asked if a new library is still on the horizon. Yes it is. The Library has been using \$75,000 per year for its maintenance program. He asked if raising that amount to \$125,000 would allow the needed maintenance to be done. Yes, the chiller and ventilation could be done with that amount of money.

Mr. Goodman asked if any working for the Town could go over the Johnson Controls proposal to perform the maintenance work. He asked if someone could give an unbiased opinion on the appropriate time frame for the mechanical project.

Mr. Gillick asked Mr. Moore if he knew of anyone. Mr. Moore said the Building Inspector may be the most appropriate person in the Town.

Ms. Redden then addressed the ramp proposal. Also, the boiler is 23 years old and at the end of its useful life. It is estimated that \$30,000 - \$50,000 will be needed to replace the boiler.

Mr. Kane asked if upgrading the air conditioning would take care of the humidity problem in the basement. Mr. Moore suggested that Palmer and Sicard might be able to give an opinion, but it would be a conflict of interest if that company wanted to bid on the job. Mr. Gillick noted that the Committee should not get bogged down in the details of the maintenance plan.

Mr. McMahon asked if the Library has a capital reserve fund. It does not, although there is a small amount of money available for minor repairs. Mr. McMahon then asked about the mold.

Mr. Gillick summarized that the Library needs \$300,000 in the next 3 years to accomplish needed maintenance and equipment replacement. Mr. Moore agrees with increasing the maintenance amount to \$125,000 - \$130,000 per year. He said, in his opinion, citizens are ready to give resources to the Library to keep the building maintained. He also said if a contractor would give an opinion on a maintenance plan and charge for it, it would be wise for the Library to spend the money to have that assessment done. Ms. Redden said this money might be available from the Trustees' maintenance fund.

Mr. Friedman supports the concept of increasing the maintenance allowance. He suggested that Keith Lessard from Hampton School District has experience with HVAC systems, and he would recommend that Mr. Lessard's opinion be sought. Mr. Gillick asked Ms. Redden to talk with Mr. Lessard. Mr. Friedman asked if the Library got any help from the Town with maintenance. Mr. Gillick said the Library has an independent Board of Trustees and operates independently. Mr. Moore believes that it is a matter of Town employees not having the skill sets needed to provide assistance to the Library with the current mechanical problems. Ms. Redden attends weekly Town staff meetings and does have support available from other Town Departments.

Mr. Friedman asked for a time frame for a new library. Ms. Redden said determining a location, based on the Master Plan, is the first priority. They are estimating a 10- year time frame.

Mr. Gillick recommended that the Committee put forward the increased annual amount of \$125,000 - \$130,000 for Library maintenance. There was a consensus that the Library has been frugal in using its maintenance allocation.

Mr. Goodman said he feels someone should look at it in Town to ensure that the planned maintenance program will be effective in solving the existing problems.

Mr. Schwotzer said he will use a figure of \$130,000 for the next two years to cover the proposed maintenance program.

III. OTHER ISSUES

Mr. Gillick initiated discussion of the plans for the schools.

Winnacunnet High School - Mr. Gillick asked if the Committee should be discussing Winnacunnet School District's plan or simply accepting it as a legitimate need and move it forward. He said that, in the written report, comments can be made. Mr. Goodman said, as a taxpayer, it is important for taxpayers to know that the CIP supports the program put forward by the High School. We should include those numbers in our spreadsheet as a recognition of needs. Mr. Moore noted that the School District needs to bring its needs forward to the CIP so that they are included in overall Town needs.

Hampton School District – Mr. Gillick noted that the plan is reasonably level, with one spike three to four years out. The debt service does decrease significantly in the sixth year out. Mr. Gillick asked Mr. Schwotzer to confirm this. Mr. Schwotzer indicated he didn't have numbers for the school yet.

Other - Mr. Gillick asked Mr. Schwotzer if he could have some figure reflecting town assets in the final report. This does not appear to be a known number. Per Mr. Schwotzer, GASB says you need to recognize that assets depreciate and the value is used up. Mr. Gillick said he liked the Hampton Schools straightforward recommendations and suggested they be endorsed as presented. Mr. Friedman said he is not convinced that the

numbers presented are valid. He would like to see an analysis of the needs based on hard data as to future student population. Mr. Schwotzer said they are talking about doing a major study and the \$10 million figure will be based on that study. This is a year out, however. The purpose of the \$10 million figure was to put the CIP (the Town) on notice that this major project is coming, but the amount needed could vary from what was presented. Mr. Gillick asked the Committee if there was consensus that the Hampton School Board's presentation is an accurate representation of future needs, to the best of their ability to determine it.

III. DATE OF NEXT MEETING

Next meeting is scheduled for Tuesday, September 26 at 6:00 PM to address the Town Department requests. This meeting will include better numbers from Department of Public Works on the drainage plan. The meeting following will be October 3rd.

IV. MINUTES of 8/29/06

MOVED by Mr. Buck to accept the minutes of the August 29th meeting.

SECOND by Mr. Kane

VOTE: Unanimous

Meeting adjourned at 6:45 PM.

Respectfully Submitted,
Barbara Renaud
CIP Administrative Assistant