

*Town of Hampton*



**TOWN OF HAMPTON  
NEW HAMPSHIRE**

**CAPITAL IMPROVEMENTS PLAN**

**2020 – 2025**

**Board of Selectmen Adoption: June 17, 2019**

**Planning Board Adoption:**

**Public Hearing:**

# CAPITAL IMPROVEMENT PLAN

2020 to 2025

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# **CAPITAL IMPROVEMENT PLAN**

**2020-2025**

## **TOWN OF HAMPTON, NH**

### **BOARD OF SELECTMEN**

Richard P. Griffin, Chairman  
James A. Waddell, Vice Chairman  
Russell D. Bridle  
Mary-Louise Woolsey  
Regina M. Barnes

### **TOWN MANAGER**

Frederick W. Welch

### **PLANNING BOARD MEMBERS**

J. Tracy Emerick, Chairman  
Ann Carnaby, Vice Chairman  
Alex Loiseau, Clerk  
Francis P. McMahon  
Keith R. Lessard  
Mark J. Olson  
James A. Waddell, Selectmen's Representative  
Mary-Louise Woolsey, Alternate Selectmen's Alternate Representative  
Brendan McNamara, Alternate  
Steve A. Miller, Alternate  
Norman Carpentier, Alternate  
Steve Chase, Alternater

### **Planning Office**

Town Planner, Jason Bachand  
Laurie Olivier, Office Manager/Planner

## **Capital Improvements Committee**

J. Tracy Emerick, Chairman

James A. Waddell, Selectmen's Representative

Mary-Louise Woolsey, Selectmen's Alternate Representative

Steven D. Henderson, Budget Committee Representative

Michael Plouffe, Alternate Budget Committee Representative

Leslie (Les) W. Shepard SAU 90 Representative

Leslie Lafond Winnacunnet SAU 21 Representative

Matt Ferreire, Business Administrator SAU 21

Jason Bachand, Town Planner

Amanda Reynolds Cooper, Public Librarian

Kristi A. Pulliam, Finance Director

Frederick W. Welch, Town Manager

James B. Sullivan, Deputy Town Manager

Kristina G. Ostman, Administrative Assistant

# *Town of Hampton*



June 1, 2019

Chairman of the Board of Selectmen and Members  
Town Offices  
100 Winnacunnet Road  
Hampton, New Hampshire 03842

Dear Mr. Chairman and Members of the Board:

Your Town Manager and the Heads of the various Departments of the Town are pleased to submit the 2020-2025 Capital Improvements Plan (CIP) for the Town of Hampton. The CIP identifies the Town's short-term and long-term capital improvement and infrastructure needs; schedules of capital outlays for a six-year time frame; and will identify estimated cost and funding sources for each capital project once approved by the Board of Selectmen and the Planning Board. To develop this Plan your Town Manager and Department Heads reviewed and prioritized proposed projects.

The objective of a Capital Improvements Plan is to develop a program that will properly fund projects needed by the community with the goal of targeting a stable amount of the Town's property tax and other revenues for those necessary capital projects.

The component of the Capital Program offered for review by the Board of Selectmen is only one component of the overall capital planning of the community. The Board's final judgments on those portions to be offered for funding will establish the long term operations of the community in those areas for which the Board is responsible. To be added to those recommended projects will be the needs as expressed by the Hampton School Board, the Winnacunnet School Board and the Hampton Beach Precinct. Together these individual components represent the total Capital Improvements Plan for the Town of Hampton.

The Plan in its overall concept will include a number of sections not currently offered in this report to the Board because the full program must be considered in formulating the funding basis for the overall expense. Those components will be coming from the Planning Board's CIP

Committee following their review of the completed program. We have in concept provided spacing for those items in the index.

We have included a schedule for each bond currently held by the Town (except the detail of bonds not yet purchased but authorized) as well as a Rolling Stock Inventory; Buildings and Structures Inventory and a Land Inventory of all land with values for the Board's information. The unaudited financials from 2018, most recent appropriations, revenues, capital reserve funds, revolving funds, trust funds, special revenue funds, Cable TV Fund, Recreation Fund, Wastewater System Development Charge and Undesignated General Fund balance is also provided for your information in formulating your recommendations to the Planning Board's CIP Committee.

I trust that this new format once completed by all governmental bodies will represent a clear picture of the communities capital needs. I trust that our beginning efforts to update the program to more modern standards will assist the Board in its deliberations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Frederick Welch', written over a horizontal line.

Frederick Welch  
Town Manager

# *Town of Hampton*



## **PLANNING BOARD CERTIFICATE**

### **RESOLUTION ADOPTING A RECOMMENDED PROGRAM OF MUNICIPAL CAPITAL IMPROVEMENT PROJECTS PURSUANT TO CHAPTER 674, SECTION 5 OF THE NEW HAMPSHIRE REVISED STATUTES ANNOTATED**

WHEREAS, the Planning Board of the Town of Hampton has the duty under the provisions of RSA 674:1 to prepare and amend a Master Plan to guide the development of the community; and

WHEREAS, on August 28, 1985, the Planning Board adopted a Master Plan entitled Hampton Master Plan 1985; and

WHEREAS, the Planning Board may under the provisions of RSA 674:1 recommend programs for the development of the municipality, programs for the erection of public structures, and programs for municipal improvements, each of which shall include recommendations for its financing; and

WHEREAS the Planning Board, having adopted a Master Plan, is authorized under RSA 674:5 and Town Meeting adoption to prepare and recommend a recommended program of municipal capital improvement projects projected over a period of at least 6 years;

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Town of Hampton that the document entitled "Capital Improvement Plan, 2020-2025" be and hereby is adopted as the Board's recommended program of municipal capital improvement projects for the Town of Hampton, New Hampshire.

ADOPTED:

ATTEST:

J. Tracy Emerick  
Chair, Planning Board

# *Town of Hampton*



## **SECTION 1**

### **INTRODUCTION**

## **SECTION 1. INTRODUCTION**

The Capital Improvement Plan, as a timetable for accomplishing needed improvements on a scheduled basis, is one of the most important documents considered by the Board of Selectmen, Planning Board, Budget Committee and Town Meeting. It is important because it has a major impact on the allocation of fiscal resources and it contributes to planning Town expenditures for years to come. When the Plan is adopted and fully utilized, it ensures that needed facilities are provided with the Town's financial capability. The Plan's purposes are to:

1. Provide a complete picture of the Town's major development needs;
2. Establish fiscal priorities for and between various projects;
3. Schedule major projects so as to reduce fluctuations in the tax rate;
4. Balance the use of funding sources in the most beneficial manner;
5. Discourage piecemeal improvements and duplication of expenditures;
6. Coordinate the activities of various Town departments and agencies;
7. Assist in implementing recommendations of the Town's Master Plan;
8. Inform the taxpayers of anticipated future improvements; and
9. Arrange opportunities for the public to offer comments on the Plan.

After Town Department Heads submit their particular capital improvement requests, the Board of Selectmen reviews the requests with the Department Heads, providing recommendations to the Subcommittee of the Planning Board who convene and meet with Department Heads where their requests are explained. The Subcommittee then evaluates each request and makes recommendations to the Planning Board. After consideration by the Planning Board, a Capital Improvements Plan is reviewed by a public hearing conducted by the Planning Board. Following the Public Hearing the final plan is adopted in accordance with statute.

In the Plan, while some proposed projects are desirable and deferrable, others have reached a critical stage and therefore are scheduled in the early years of the Plan. These improvements are particularly needed, if the Town is going to provide adequate services and meet anticipated needs. A Town, which seeks balanced commercial, industrial, and residential growth, must provide services that allow for such growth and insure a substantial and sustainable fiscal commitment to the expansion and improvement of the Town's physical infrastructure.

### **DEFINITION OF A CAPITAL IMPROVEMENT PROJECT**

As used in this Capital Improvement Plan, a capital improvement project is defined as a major fiscal expenditure which is made infrequently or which is non-recurring and includes one or more of the following:

1. Acquisition of land;
2. Construction or expansion of a public facility, street, or utility;
3. Non-recurring rehabilitation of a facility;

4. Design or planning related to an individual project;
5. Any item or piece of equipment, non-vehicular in nature, that costs more than \$75,000;
6. Replacement and purchase of vehicles that costs more than \$75,000;
7. As deemed appropriate and necessary by the Board of Selectmen or the Planning Board.

# *Town of Hampton*



## **SECTION 2**

### **METHODS OF FINANCING**

## SECTION 2. METHODS OF FINANCING

Capital Improvement Plan projects are funded from a variety of sources. These include: General Fund (GF); Conservation Funds (CF); Revolving Funds (RF); Capital Reserve Funds (CRF); Trust Funds (TF); Special Revenue Funds (SR); Undesignated General Fund Balance (UGFB); Federal/State Grants; Bonds or Lease; State Revolving Loan Fund (SRF) and Private Public Partnerships (PPP).

**General Fund** – The most commonly used method of financing small capital projects is through the use of the General Fund. The General Fund includes the money raised by the local property tax for a given year. When a project is funded with General Fund revenues, its entire cost is paid off within that financial year.

**Grants** – One source of grants is from other levels of government, for example, the Environmental Protection Agency the New Hampshire Department of Health and Human Services, New Hampshire Department of Environmental Services, and the New Hampshire Department of Transportation. Generally, these Federal and State sources provide an outright grant or matching funds to go with locally raised funds. The Town also pursues non-governmental private grants when applicable.

**General Obligation Bonds and Notes** – Bonds and notes are used to finance major municipal capital projects. These are issued for a period of time generally extending from ten to twenty years during which time principal and interest payments are made. They are secured by the raising of property taxes. The time payment has the advantage of allowing the costs to be amortized over the life of the project and of allowing taxpayers to pay a smaller amount of the project's cost at a time. However, they do commit the Town's resources over a long period of time and decrease the flexibility of how yearly revenues can be utilized. The Town's bonding capacity is a limited resource. All projects, which are to be bonded should meet minimum eligibility criteria and must have a life span at least equal to the bond or note life. RSA 33

**Lease-Purchase** The Governing Body may enter into leases of equipment as required by the municipality. Appropriations to fund lease agreements with non-appropriation clauses may be approved by a simple majority vote of the legislative body. Lease agreements with non-appropriation clauses shall not be treated as debt under RSA 33:4-a. For the purposes of this section, "lease" shall include lease-purchase, sale and lease back, installment sale, or other similar agreement to acquire use or ownership of such equipment as is from time to time required by the municipality. For purposes of this section and RSA 382-A, building or facility improvements related to the installation, purpose, or operation of such equipment shall be deemed to constitute equipment and the costs of such improvements may be financed through lease agreements under this section. RSA 33:7-e

**Revenue or Enterprise Funds** – The Town has no enterprise funds. The municipal sewer department receives its funding from property taxation and is a part of the general fund.

**Conservation Funds** – The Conservation Commission is provided annual funding from property taxation. Unexpended funds from the annual appropriation are placed in the Conservation Fund. In addition 100% of all current use penalties are directed to the Conservation Fund. The Commission may use the Fund to meet its needs to purchase property, acquire easements or other interests in land and to maintain conservation properties.

**Revolving Funds** – Revolving Funds are used to administer on-going self funded programs in various Town Departments, most notable in Recreation.

**Capital Reserve Funds** – Town Meeting creates capital reserve funds for specific purposes. The funds for such accounts can be from property taxation or from special revenues received that are directed by vote to the fund. Depending on the fund the method of access to the fund is either by Town Meeting vote to place and remove funds or funds may be withdrawn by the funds trustees if the Town votes to create trustees or agents. Funds may only be expended for the specific purpose under which the fund was created.

**Trust Funds** – Trust Funds are created by a vote of the Town for specific purposes. Funds may be withdrawn only on vote of the Town for use in the purpose for which they were created.

**Special Revenue Funds** – These funds are created by a vote of the Town Meeting. Funds located therein can only be expended in accordance with the purpose of the fund and only on vote established by Town Meeting.

**Unassigned General Fund Balance** – A fund established by administrative rule of the State in accordance with GASPE accounting standards. Funds may only be withdrawn by vote of the Town Meeting for specific purposes specified in the vote. Funds may be use by the Selectmen to reduce property taxes. Funds may also be used in emergency situations subject to vote of approval by the Selectmen, the Budget Committee and the New Hampshire Department of Revenue Administration.

**State Revolving Loan Fund** – This is a program offered through the New Hampshire Department of Environmental Services for the purpose of providing low interest rate funding for approved water pollution control projects. State approval of applications does not bind the Town to any of the individual projects but does lock into a low interest loan. Upon completion of projects the loan becomes a serial bond payable by the Town.

**Public Private Partnerships** – This method of financing involves joint funding of a particular project between the Town and one or more private sector or non-governmental partners. This method is used for projects that will benefit the partners and help minimize costs to local taxpayers.

Deciding on which method of financing should be selected for a given project is dependent on a number of factors. These include the cost of the project, its useful life, the eligibility of the

project to receive funds from other than local taxes, long-term and short-term financial obligations of the Town and a projects priority in terms on implementation. The Capital Improvement Plan seeks to maximize the potential benefits from all revenue sources.

# *Town of Hampton*

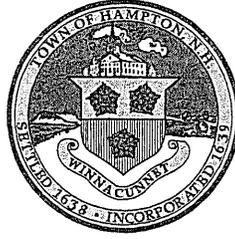


## **SECTION 3**

## **FINANCIAL**

## **SUMMARY**

*Town of Hampton*



**CAPITAL IMPROVEMENT**

**PROGRAM**

**FINAL REPORT**

**2019-2024**

# TITLE LXIV PLANNING AND ZONING

## CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS

### Capital Improvements Program

#### Section 674:5

**674:5 Authorization.** – In a municipality where the planning board has adopted a master plan, the local legislative body may authorize the planning board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board, the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the mayor or selectmen and the budget committee in their consideration of the annual budget.

**Source.** 1983, 447:1. 2002, 90:1, eff. July 2, 2002.

# TITLE LXIV PLANNING AND ZONING

## CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS

### Capital Improvements Program

#### Section 674:6

**674:6 Purpose and Description.** – The capital improvements program shall classify projects according to the urgency and need for realization and shall recommend a time sequence for their implementation. The program may also contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation of each project. The program shall be based on information submitted by the departments and agencies of the municipality and shall take into account public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls.

**Source.** 1983, 447:1, eff. Jan. 1, 1984.

# TITLE LXIV PLANNING AND ZONING

## CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS

### Capital Improvements Program

#### Section 674:7

##### **674:7 Preparation. –**

I. In preparing the capital improvements program, the planning board or the capital improvement program committee shall confer, in a manner deemed appropriate by the board or the committee, with the mayor or the board of selectmen, or the chief fiscal officer, the budget committee, other municipal officials and agencies, the school board or boards, and shall review the recommendations of the master plan in relation to the proposed capital improvements program.

II. Whenever the planning board or the capital improvement program committee is authorized and directed to prepare a capital improvements program, every municipal department, authority or agency, and every affected school district board, department or agency, shall, upon request of the planning board or the capital improvement program committee, transmit to the board or committee a statement of all capital projects it proposes to undertake during the term of the program. The planning board or the capital improvement program committee shall study each proposed capital project, and shall advise and make recommendations to the department, authority, agency, or school district board, department or agency, concerning the relation of its project to the capital improvements program being prepared.

**Source.** 1983, 447:1. 1995, 43:1. 2002, 90:2, eff. July 2, 2002.

# TITLE LXIV PLANNING AND ZONING

## CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS

### Capital Improvements Program

#### Section 674:8

**674:8 Consideration by Mayor and Budget Committee.** – Whenever the planning board or the capital improvement program committee has prepared a capital improvements program under RSA 674:7, it shall submit its recommendations for the current year to the mayor or selectmen and the budget committee, if one exists, for consideration as part of the annual budget.

**Source.** 1983, 447:1. 2002, 90:3, eff. July 2, 2002.

**TOWN OF HAMPTON  
PLANNING BOARD  
2019 - 2024 CAPITAL IMPROVEMENTS PROGRAM**

TO: Rusty Bridle, Board of Selectmen Chairman  
FROM: Tracy Emerick, CIP Committee Chairman  
SUBJECT: 2019-2024 CIP Final Report  
DATE: January 3, 2019

The Hampton Planning Board, at its meeting on January 2, 2019, voted to accept the 2019-2024 Capital Improvements Program (CIP) as attached.

The CIP Committee continued with the process established several years ago with the objective of changing the CIP from being primarily an administrative plan to a more informative plan. The CIP Committee includes the following members:

J. Tracy Emerick, Chairman

Regina M. Barnes, Selectmen's Representative

James A. Waddell, Selectmen's Alternate Representative

Brian W. Lapham, Budget Committee Representative

Leslie (Les) Shepard, SAU 90 Representative

Leslie Lafond, Winnacunnet SAU 21 Representative

William A. Hickey III, Business Administrator, SAU 21

Jason M. Bachand, Town Planner

Amanda Reynolds Cooper, Head Library

Kristi A. Pulliam, Finance Director

Frederick W. Welch, Town Manager

The CIP information of planned purchases is made up of three, separately-governed bodies:

1. Town of Hampton
2. SAU 90 (Hampton Schools)
3. SAU 21 (Winnacunnet High School)

The Committee continued to utilize the previously established guidelines in order to have as much consistent information as possible. The guidelines are:

1. All projects over \$75,000 contemplated for the next six years should be included in the CIP even if the project does not have complete information and/or a budget.
2. All projects will be scored using a classification system (see below).
3. Projects that do not affect taxes will be included in the report without funds included in the totals.
4. The subsequent year, in this case 2020 will be the only year considered meaningful for funding actions.
5. Each body will provide information in a similar format.
6. All projects are posted on the Hampton website in the Planning section.
7. The CIP is a flexible plan due to changing conditions for each governing body, and as such, the plan will be periodically updated and posted online.

#### **Hampton CIP Project Classification**

1. Project Classification #1-- URGENT/FAILURE PROBABLE – Cannot be delayed, needed immediately for health and safety
2. Project Classification #2--NECESSARY – Needed to maintain basic level and quality of community service
3. Project Classification #3--DESIRABLE – Needed to improve quality or level of service
4. Project Classification #4--TO BE DETERMINED – Needs more research, specifics and coordination

For coordination purposes, all projects are sequentially numbered on each section starting with the following number sequence:

Town of Hampton – 1000

SAU 90 – 4000

SAU 21 – 7000

Projects that are related are identified with the initial project number, with subsequent executable sections added as a decimal:

Comprehensive Plan - #1050

Execution Section One - #1050.1

Execution Section Two - #1050.2

Following this report is the CIP for the Town of Hampton, Hampton School SAU 90 and Winnacunnet School SAU 21.

Due to the complexity of posting the CIP report and associated project information, the on-line availability will be a work in process. A manageable process and user-friendly site is in place.

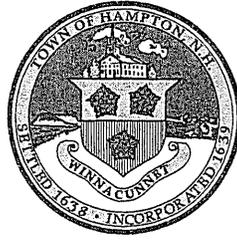
C: Tim Jones, Chair, Budget Committee

|                      |  | Capital Improvement Plan |              |               |              |              |               | Notes   |
|----------------------|--|--------------------------|--------------|---------------|--------------|--------------|---------------|---|
|                      |  | 2019                     | 2020         | 2021          | 2022         | 2023         | 2024          |   |
| <b>BY DEPARTMENT</b> |  |                          |              |               |              |              |               |   |
|                      | Town of Hampton                                      |                          |              |               |              |              |               | 12/20/18  |
|                      | Fire Department                                      |                          |              |               |              |              |               |   |
|                      | 1005 Fire Pumper Truck Replacements                  | \$ -                     | \$ -         | \$ -          | \$ 825,000   | \$ -         | \$ -          | Replace E3 @ 20 years                           |
|                      | 1020 Ambulance Replacement                           | \$ -                     | \$ 275,000   | \$ -          | \$ 275,000   | \$ -         | \$ -          | Funded thru EMS Revolving Fund                  |
|                      | Radio System Overhaul                                | \$ -                     | \$ 250,000   | \$ -          | \$ -         | \$ -         | \$ -          |   |
|                      | Fire Turn-out Gear (40) sets                         | \$ 130,000               | \$ -         | \$ -          | \$ -         | \$ -         | \$ -          |   |
|                      | 1016 Tower Ladder/Platform - Beach Station           | \$ -                     | \$ -         | \$ 1,300,000  | \$ -         | \$ -         | \$ -          | Provide second set for ALL firefighters         |
|                      | Fire Sub-total                                       | \$ 130,000               | \$ 525,000   | \$ 1,300,000  | \$ 1,100,000 | \$ -         | \$ -          | Five year lease purchase                        |
|                      | Public Works Department                              |                          |              |               |              |              |               |   |
|                      | Road Improvement Capital Reserve                     | \$ 300,000               | \$ 300,000   | \$ 300,000    | \$ 300,000   | \$ 300,000   | \$ 300,000    | Annual Warrant Article                          |
|                      | 1008 Street and Roads                                | \$ 591,231               | \$ 684,100   | \$ 1,016,725  | \$ 757,730   | \$ 601,000   | \$ 4,286,500  | Warrant Article & Highway Block Grant           |
|                      | 1009 Sidewalk Project                                | \$ 126,000               | \$ 276,000   | \$ 126,000    | \$ 126,000   | \$ 626,000   | \$ 393,500    | Annual Budget and Warrant Article               |
|                      | 1010 Sewer Main Projects                             | \$ 5,356,573             | \$ 2,582,050 | \$ 427,453    | \$ 341,150   | \$ 451,523   | \$ 595,460    | Annual Budget/Warrant Article/Bond              |
|                      | 1011 Wastewater Treatment Plant Projects             | \$ 141,000               | \$ 141,000   | \$ 15,140,000 | \$ 141,000   | \$ 81,000    | \$ 15,020,000 | Annual Budget/Warrant Article/Sewer Access Fund |
|                      | 1012 Drainage Collection Lines & Maintenance Project | \$ 185,000               | \$ 1,565,910 | \$ 2,585,685  | \$ 111,390   | \$ 222,390   | \$ 246,390    | Annual Budget/Warrant Article/Bonds             |
|                      | 1001 Solid Waste Collection & Transfer Station       | \$ 121,000               | \$ 95,000    | \$ 515,000    | \$ 75,000    | \$ 50,000    | \$ 101,000    | Warrant Article                                 |
|                      | 1013 Public Works Buildings & Grounds Project        | \$ 75,000                | \$ 75,000    | \$ 500,000    | \$ 75,000    | \$ 50,000    | \$ 50,000     | Warrant Article                                 |
|                      | 1014 Vehicle Replacement                             | \$ 423,165               | \$ 322,950   | \$ 395,000    | \$ 480,000   | \$ 385,000   | \$ 388,700    | Warrant Article                                 |
|                      | Public Works Sub-total                               | \$ 7,318,969             | \$ 6,992,020 | \$ 21,005,863 | \$ 2,407,270 | \$ 2,766,913 | \$ 21,341,550 |   |
|                      | Town Buildings                                       | \$ -                     | \$ -         | \$ -          | \$ -         | \$ -         | \$ -          |   |
|                      | TOWN TOTAL   | \$ 7,448,969             | \$ 6,517,020 | \$ 22,305,863 | \$ 3,507,270 | \$ 2,766,913 | \$ 21,341,550 |   |
|                      | Existing Town Debt Service                           | \$ 2,496,699             | \$ 2,646,854 | \$ 2,607,596  | \$ 2,537,424 | \$ 3,303,409 | \$ 3,203,078  |   |

| BY DEPARTMENT  |   | Capital Improvement Plan |               |               |              |              |               |   | Notes |
|----------------|---|--------------------------|---------------|---------------|--------------|--------------|---------------|---|-------|
|                |   | 2019                     | 2020          | 2021          | 2022         | 2023         | 2024          |   |       |
| Hampton School | Project Classification                      |                          |               |               |              |              |               |   |       |
| 4002           | Centre School - Safe Routes to School       | \$ 135,000               | \$ 300,000    | \$ 300,000    | \$ 300,000   | \$ 300,000   | \$ 300,000    | Long term maintenance Warrant Article Estimated at \$25 per sq ft |       |
|                | Long term facility maint                    | \$ 300,000               | \$ 300,000    | \$ 300,000    | \$ 300,000   | \$ 300,000   | \$ 300,000    |   |       |
|                | Marston School - security upgrades          | \$ 242,000               | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Hampton School Sub-total                    | \$ 678,000               | \$ 300,000    | \$ 300,000    | \$ 300,000   | \$ 300,000   | \$ 300,000    |   |       |
|                | School Debt Service                         |                          |               |               |              |              |               |   |       |
|                | Hampton Academy                             | \$ 1,503,906             | \$ 1,504,623  | \$ 1,500,680  | \$ 1,500,335 | \$ 1,498,460 | \$ 1,499,928  |   |       |
|                | Centre                                      | \$ 138,375               | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Marston                                     | \$ -                     | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Building Aid                                | \$ (39,829)              | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Hampton School Debt Sub-total               | \$ 1,602,452             | \$ 1,504,623  | \$ 1,500,680  | \$ 1,500,335 | \$ 1,498,460 | \$ 1,499,928  |   |       |
|                | SCHCOL TOTAL                                | \$ 2,280,452             | \$ 1,804,623  | \$ 1,800,680  | \$ 1,800,335 | \$ 1,798,460 | \$ 1,799,928  |   |       |
|                | Grand Total                                 | \$ 12,228,120            | \$ 10,968,497 | \$ 26,714,139 | \$ 7,845,029 | \$ 7,888,762 | \$ 26,344,556 |   |       |
|                | Winnacunnet School                          |                          |               |               |              |              |               |   |       |
|                | HVAC Cycle                                  | \$ 244,151               | \$ 250,000    | \$ 180,000    | \$ 175,000   | \$ 175,000   | \$ 175,000    |   |       |
|                | Lighting Upgrades                           | \$ 50,000                | \$ 50,000     | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Blair Baseball Field Renovation/Raise Level | \$ -                     | \$ 250,000    | \$ 250,000    | \$ -         | \$ -         | \$ -          |   |       |
|                | Tennis Court Resurfacing                    | \$ 25,000                | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Track Resurface                             | \$ 80,000                | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Roof Management Plan                        | \$ 192,200               | \$ 60,000     | \$ 225,000    | \$ 225,000   | \$ 1,400,000 | \$ 225,000    |   |       |
|                | Auditorium Seat Replacement                 | \$ -                     | \$ -          | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Repave Warrior Way                          | \$ -                     | \$ 90,000     | \$ -          | \$ -         | \$ -         | \$ -          |   |       |
|                | Winnacunnet Sub-total @ 100%                | \$ 601,351               | \$ 700,000    | \$ 655,000    | \$ 400,000   | \$ 1,800,000 | \$ -          |   |       |
|                | Hampton Portion @ 41.1%                     | \$ 247,155               | \$ 287,700    | \$ 269,205    | \$ 164,400   | \$ 739,800   | \$ -          | 41.1% of Submitted amt.   |       |
|                | CAPITAL IMPROVEMENTS TOTAL                  | \$ 8,374,124             | \$ 7,104,720  | \$ 22,875,068 | \$ 3,971,670 | \$ 3,806,713 | \$ 21,641,550 |   |       |
|                | DEBT SERVICE TOTAL                          | \$ 4,099,151             | \$ 4,151,477  | \$ 4,108,276  | \$ 4,037,759 | \$ 4,881,669 | \$ 4,703,008  | Not including new bonds   |       |

12/20/18

# *Town of Hampton*



## **LONG-TERM DEBT**

### **STATUTORY**

#### **DEBT**

#### **LIMITS**

## COMPUTATION OF LEGAL DEBT LIMIT

### LONG TERM DEBT LIMIT

The legal debt limit of the Town is established in RSA 33:4-a, copy attached. Towns may incur outstanding indebtedness that does not exceed 3% of the town valuation. The community valuation is \$3,891,498.028

Applying the 3% limit yields a debt limit of \$116,744,940 as the total that may be raised in debt for the Town of Hampton.

Hampton's current debt is \$38,602,914 of the total that may be raised leaving a total of \$78,142,026 that may be authorized for debt.

Also attached are: RSA 33:4-b, Debt Limit Computation; RSA 33:5 Sewerage Systems and Sewage Treatment Works; the certification of the Commissioner of Revenue Administration of the valuation to be used to calculate the debt limit.



# State of New Hampshire Department of Revenue Administration

109 Pleasant Street  
PO Box 487, Concord, NH 03302-0487  
Telephone (603) 230-5000  
www.revenue.nh.gov



MUNICIPAL AND PROPERTY  
DIVISION

Lindsey M. Stepp  
Commissioner  
  
Carolynn J. Lear  
Assistant Commissioner

April 26, 2019

TOWN OF HAMPTON  
OFFICE OF SELECTMEN  
100 WINNACUNNET ROAD  
HAMPTON, NH 03842

Dear Selectmen/Assessing Officials,

This is your official notification of the 2018 Total Equalized Valuations. We used your municipality's weighted mean ratio to calculate these valuations.

We calculated two equalized figures for your municipality. The "Total Equalized Valuation Including Utilities and Railroads" is used for your portion of the county tax and your portion of any cooperative school district taxes. The "Total Equalized Valuation Not Including Utilities and Railroad" is used to calculate your portion of the state education property tax. We adjusted your modified assessed valuation as reported on your 2018 MS-1 to bring the valuation to fair market value.

| Town Name: Hampton                      | Including Utility Valuation and<br>Railroad Monies Reimbursement | Not Including Utility Valuation and<br>Railroad Monies Reimbursement |
|---|--|--|
| 2018 Modified Local Assessed Valuation  | \$3,392,093,700  | \$3,292,024,700  |
| + D.R.A. Inventory Adjustment           | \$499,404,328  | \$518,179,679  |
| = 2018 Equalized Assessed Valuation     | \$3,891,498,028  | \$3,810,204,379  |
| + Equalized Payment in Lieu of Taxes    | \$18,743,440   | \$18,743,440   |
| + Equalized Railroad Tax                | \$0  | \$0  |
| = 2018 Total Equalized Valuation        | \$3,910,241,468  | \$3,828,947,819  |
| 2018 Equalized Assessed Valuation       | \$3,891,498,028  |  |
| + Adjustment RSA 31-A (Shared Revenues) | \$0  |  |
| = Base Valuation for Debt Limits        | \$3,891,498,028  |  |

You have the right to appeal these valuations to the N.H. Board of Tax and Land Appeals within 30 days of the date of this letter. Call our office to discuss any concerns or questions you may have at (603) 230-5950. We will continue working with you to resolve any issues but please be advised that the appeal period will not be extended.

We have enclosed informational sheets that show how each of the figures were calculated.

TOWN OF  
  
29 APR '19 PM 12:00  
  
HAMPTON NH

Sincerely,  
  
Linda C. Kennedy, Manager  
Equalization Bureau

**TITLE III**  
**TOWNS, CITIES, VILLAGE DISTRICTS,**  
**AND UNINCORPORATED PLACES**

**CHAPTER 33**  
**MUNICIPAL FINANCE ACT**

**Section 33:4-a**

**33:4-a Debt Limit, Municipalities. –**

- I. Cities shall not incur net indebtedness, except for school purposes, to an amount, at any one time outstanding, exceeding 3 percent of their valuation determined as hereinafter provided.
- II. Cities shall not incur net indebtedness for school purposes to an amount at any one time outstanding, determined as hereinafter provided, exceeding 7 percent of said valuation. Any debt incurred for school purposes by a city under this or any special statute heretofore or hereafter enacted shall be excluded in determining the borrowing capacity of a city for other than school purposes under the 3 percent limitation in paragraph I.
- III. Towns shall not incur net indebtedness to an amount at any one time outstanding exceeding 3 percent of their valuation determined as hereinafter provided.
- IV. School districts shall not incur net indebtedness to an amount at any one time outstanding exceeding 7 percent determined as hereinafter provided.
- V. Village districts shall not incur net indebtedness to an amount at any one time outstanding exceeding one percent of their valuation determined as hereinafter provided.

**Source.** 1955, 329:1. 1957, 120:1. 1959, 209:3, eff. Sept. 27, 1959. 1998, 72:1, eff. July 18, 1998.

**TITLE III**  
**TOWNS, CITIES, VILLAGE DISTRICTS,**  
**AND UNINCORPORATED PLACES**

**CHAPTER 33**  
**MUNICIPAL FINANCE ACT**

**Section 33:4-b**

**33:4-b Debt Limit; Computation.** – The debt limitations hereinbefore prescribed, except for counties, shall be based upon the applicable last locally assessed valuation of the municipality as last equalized by the commissioner of revenue administration under RSA 21-J:3, XIII and shall include the equalized value of property formerly taxed pursuant to the provisions of RSA 72:7; 72:15, I, V, VII, VIII, IX, X and XI; 72:16; 72:17; 73:26; 73:27 and 73:11 through 16 inclusive, all as amended, which was relieved from taxation by 1970, 5:3, 5:8 and 57:12, as determined under the provisions of RSA 71:11 as amended. Whenever several municipalities possessing the power to incur indebtedness cover or extend over identical territory, each such municipality shall so exercise the power to incur indebtedness under the foregoing limitations so that the aggregate net indebtedness of such municipalities shall not exceed 9.75 percent of the valuation of the taxable property as hereinbefore determined, except as provided for cooperative school districts under RSA 195:6. A written certificate signed by the commissioner of the department of revenue administration shall be conclusive evidence of the base valuation of municipalities for computing debt limits hereunder.

**Source.** 1955, 329:1. 1957, 120:4. 1959, 209:4. 1970, 5:6; 57:14. 1973, 544:11, I. 1991, 306:1, eff. April 1, 1992.

**TITLE III**  
**TOWNS, CITIES, VILLAGE DISTRICTS,**  
**AND UNINCORPORATED PLACES**

**CHAPTER 33**  
**MUNICIPAL FINANCE ACT**

**Section 33:5**

**33:5 Sewerage Systems and Sewage Treatment Works.** – Municipalities which have received orders from the department of environmental services to install sewage treatment works under the provisions of RSA 485-A, or to install a sewerage system or sewage treatment works under the provisions of RSA 485:27, or under RSA 147, or acts amending such statutes enacted in the future, may incur debt by the issue of bonds or notes for the construction of such sewerage systems and treatment works outside the limit of indebtedness prescribed by RSA 33:4. Such debt shall at no time be included in the net indebtedness of the municipality for the purpose of ascertaining its borrowing capacity.

**Source.** 1949, 78:1. 1953, 258:1, par. 5. RSA 33:5. 1986, 202:6, I(a). 1989, 339:11, eff. Jan. 1, 1990. 1996, 228:108, eff. July 1, 1996.

# *Town of Hampton*



## **LONG-TERM DEBT**

## **OUTSTANDING**

## **BALANCES**

| TOWN OF HAMPTON - DEBT SCHEDULE                  |             |           |             |  |   |   |   |             |             |             |             | Printed: |
|--|-------------|-----------|-------------|--|---|---|---|-------------|-------------|-------------|-------------|----------|
| FISCAL YEAR 2020                                 |             |           |             |  |   |   |   |             |             |             |             |          |
| Year   | Principal   | Interest  | Payment     | 2005 WWTP Upgrade SRF (7/1)<br>\$4.75M @ 3.6880% | 2007 Kings Highway SRF cs-08<br>\$1.73M @ 3.3520% | 2007 Beach Infrastructure SRF cs-01<br>\$4.58M @ 3.488% | 2009 Waste Water #3 SRF cs-10<br>\$1.38M @ 3.352% | Principal   | Interest    | Annual Pmt. | Annual Pmt. |          |
| 2020   | 237,500     | 43,795    | 281,295     | 86,571   | 20,313  | 106,884   | 69,013  | 20,820      | 285,054     | 285,054     | 89,833      |          |
| 2021   | 237,500     | 35,036    | 272,536     | 86,571   | 17,411  | 103,982   | 69,013  | 18,506      | 277,062     | 277,062     | 87,519      |          |
| 2022   | 237,500     | 26,277    | 263,777     | 86,571   | 14,509  | 101,080   | 69,013  | 16,193      | 269,071     | 269,071     | 85,206      |          |
| 2023   | 237,500     | 17,518    | 255,018     | 86,571   | 11,607  | 98,178  | 69,013  | 13,880      | 261,079     | 261,079     | 82,893      |          |
| 2024   | 237,500     | 8,759     | 246,259     | 86,571   | 8,706   | 95,276  | 69,013  | 11,567      | 253,088     | 253,088     | 80,580      |          |
| 2025   | 0           | 0         | 0           | 86,571   | 5,804   | 92,374  | 69,013  | 9,253       | 245,096     | 245,096     | 78,266      |          |
| 2026   | 0           | 0         | 0           | 86,571   | 2,902   | 89,473  | 69,013  | 6,940       | 237,105     | 237,105     | 75,953      |          |
| 2027   | 0           | 0         | 0           | 0  | 0   | 0   | 69,013  | 4,627       | 230,478     | 230,478     | 73,640      |          |
| 2028   | 0           | 0         | 0           | 0  | 0   | 0   | 69,013  | 2,313       | 228,165     | 228,165     | 71,326      |          |
| 2029   | 0           | 0         | 0           | 0  | 0   | 0   | 0   | 0           | 225,852     | 225,852     | 0           |          |
| 2030   | 0           | 0         | 0           | 0  | 0   | 0   | 0   | 0           | 223,539     | 223,539     | 0           |          |
| 2031   | 0           | 0         | 0           | 0  | 0   | 0   | 0   | 0           | 221,226     | 221,226     | 0           |          |
| 2032   | 0           | 0         | 0           | 0  | 0   | 0   | 0   | 0           | 218,913     | 218,913     | 0           |          |
| 2033   | 0           | 0         | 0           | 0  | 0   | 0   | 0   | 0           | 216,600     | 216,600     | 0           |          |
|  | \$1,187,500 | \$131,385 | \$1,318,885 | \$605,994  | \$81,252  | \$687,246   | \$621,113   | \$104,099   | \$1,827,553 | \$1,827,553 | \$725,212   |          |
| 2013 Church Street SRF cs-12<br>\$3.85M @ 3.104% |             |           |             |  |   |   |   |             |             |             |             |          |
| Year   | Principal   | Interest  | Annual Pmt. | Principal  | Interest  | Annual Pmt.   | Principal   | Interest    | Annual Pmt. | Principal   | Annual Pmt. |          |
| 2020   | 63,258      | 25,830    | 89,088      | 163,330  | 58,329  | 221,659   | 270,000   | 192,015     | 462,015     | 462,015     | 630,412     |          |
| 2021   | 63,258      | 24,215    | 87,473      | 163,330  | 54,683  | 218,013   | 270,000   | 186,983     | 456,983     | 456,983     | 613,389     |          |
| 2022   | 63,258      | 22,601    | 85,859      | 163,330  | 51,037  | 214,368   | 270,000   | 172,538     | 442,538     | 442,538     | 596,150     |          |
| 2023   | 63,258      | 20,986    | 84,245      | 163,330  | 47,392  | 210,722   | 270,000   | 158,093     | 428,093     | 428,093     | 579,183     |          |
| 2024   | 63,258      | 19,372    | 82,630      | 163,330  | 43,746  | 207,077   | 270,000   | 143,648     | 413,648     | 413,648     | 561,325     |          |
| 2025   | 63,258      | 17,758    | 81,016      | 163,330  | 40,101  | 203,431   | 270,000   | 99,015      | 369,015     | 369,015     | 543,629     |          |
| 2026   | 63,258      | 16,143    | 79,401      | 163,330  | 36,455  | 199,786   | 270,000   | 87,945      | 357,945     | 357,945     | -           |          |
| 2027   | 63,258      | 14,529    | 77,787      | 163,330  | 32,810  | 196,140   | 270,000   | 95,625      | 365,625     | 365,625     | -           |          |
| 2028   | 63,258      | 12,915    | 76,173      | 163,330  | 29,164  | 192,495   | 270,000   | 81,855      | 351,855     | 351,855     | -           |          |
| 2029   | 63,258      | 11,300    | 74,558      | 163,330  | 25,519  | 188,849   | 270,000   | 68,085      | 338,085     | 338,085     | -           |          |
| 2030   | 63,258      | 9,686     | 72,944      | 163,330  | 21,873  | 185,203   | 270,000   | 54,315      | 324,315     | 324,315     | -           |          |
| 2031   | 63,258      | 8,072     | 71,330      | 163,330  | 18,228  | 181,558   | 265,000   | 40,545      | 305,545     | 305,545     | -           |          |
| 2032   | 63,258      | 6,457     | 69,715      | 163,330  | 14,582  | 177,912   | 265,000   | 27,030      | 292,030     | 292,030     | -           |          |
| 2033   | 63,258      | 4,843     | 68,101      | 163,330  | 10,937  | 174,267   | 265,000   | 13,515      | 278,515     | 278,515     | -           |          |
| 2034   | 63,258      | 3,229     | 66,487      | 163,330  | 7,291   | 170,621   | -   | -           | -           | -           | -           |          |
| 2035   | 63,258      | 1,614     | 64,872      | 163,330  | 3,646   | 166,976   | -   | -           | -           | -           | -           |          |
|  | 1,012,128   | 219,551   | 1,231,679   | \$2,613,284                                      | \$495,792   | \$3,109,076   | \$3,765,000                                       | \$1,421,205 | \$5,186,205 | \$5,186,205 | \$3,524,088 |          |
| 2014 Bond Refinancing<br>\$5,484M @ 2.15%        |             |           |             |  |   |   |   |             |             |             |             |          |
| Year   | Principal   | Interest  | Annual Pmt. | Principal  | Interest  | Annual Pmt.   | Principal   | Interest    | Annual Pmt. | Principal   | Annual Pmt. |          |
| 2020   | 559,000     | 71,412    | 630,412     | 559,000  | 71,412  | 630,412   | 559,000   | 71,412      | 630,412     | 630,412     | 630,412     |          |
| 2021   | 554,000     | 59,389    | 613,389     | 554,000  | 59,389  | 613,389   | 554,000   | 59,389      | 613,389     | 613,389     | 613,389     |          |
| 2022   | 549,000     | 47,150    | 596,150     | 549,000  | 47,150  | 596,150   | 549,000   | 47,150      | 596,150     | 596,150     | 596,150     |          |
| 2023   | 544,000     | 35,183    | 579,183     | 544,000  | 35,183  | 579,183   | 544,000   | 35,183      | 579,183     | 579,183     | 579,183     |          |
| 2024   | 538,000     | 23,325    | 561,325     | 538,000  | 23,325  | 561,325   | 538,000   | 23,325      | 561,325     | 561,325     | 561,325     |          |
| 2025   | 532,000     | 11,629    | 543,629     | 532,000  | 11,629  | 543,629   | 532,000   | 11,629      | 543,629     | 543,629     | 543,629     |          |
| 2026   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2027   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2028   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2029   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2030   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2031   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2032   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2033   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2034   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |
| 2035   | -           | -         | -           | -  | -   | -   | -   | -           | -           | -           | -           |          |

| TOWN OF HAMPTON - DEBT SCHEDULE |  |          |             |   |           |             |   |           |             | Printed: | 5/1/2019 |
|---------------------------------|--|----------|-------------|---|-----------|-------------|---|-----------|-------------|----------|----------|
| FISCAL YEAR 2020                |  |          |             |   |           |             |   |           |             |          |          |
| Year                            | 2017 Lafayette Rd Sewer Proj<br>\$1.1M @ 2.1629% |          |             | 2018 WWTF Phase 1 Upgrades SRF<br>\$11.78M @ 2.424% |           |             | 2018 Church St Forcemain SRF<br>\$4.996M @ 2.704% |           |             |          |          |
|                                 | Principal  | Interest | Annual Pmt. | Principal   | Interest  | Annual Pmt. | Principal   | Interest  | Annual Pmt. |          |          |
| 2020                            | 95,000   | 41,183   | 136,183     |   |           |             | 237,358   | 107,076   | 344,434     |          |          |
| 2021                            | 95,000   | 36,338   | 131,338     |   |           |             | 237,358   | 121,945   | 359,303     |          |          |
| 2022                            | 95,000   | 31,493   | 126,493     |   |           |             | 237,358   | 115,527   | 352,885     |          |          |
| 2023                            | 95,000   | 26,648   | 121,648     | 552,080   | 283,305   | 835,885     | 237,358   | 109,109   | 346,467     |          |          |
| 2024                            | 95,000   | 21,803   | 116,803     | 552,080   | 254,266   | 806,346     | 237,358   | 102,691   | 340,048     |          |          |
| 2025                            | 95,000   | 16,958   | 111,958     | 552,080   | 240,884   | 792,964     | 237,358   | 96,272    | 333,630     |          |          |
| 2026                            | 95,000   | 12,113   | 107,113     | 552,080   | 227,501   | 779,581     | 237,358   | 89,854    | 327,212     |          |          |
| 2027                            | 95,000   | 7,268    | 102,268     | 552,080   | 214,119   | 766,199     | 237,358   | 83,436    | 320,794     |          |          |
| 2028                            | 95,000   | 2,423    | 97,423      | 552,080   | 200,736   | 752,816     | 237,358   | 77,018    | 314,376     |          |          |
| 2029                            |  |          |             | 552,080   | 187,354   | 739,434     | 237,358   | 70,600    | 307,958     |          |          |
| 2030                            |  |          |             | 552,080   | 173,971   | 726,051     | 237,358   | 64,182    | 301,539     |          |          |
| 2031                            |  |          |             | 552,080   | 160,589   | 712,669     | 237,358   | 57,763    | 295,121     |          |          |
| 2032                            |  |          |             | 552,080   | 147,207   | 699,287     | 237,358   | 51,345    | 288,703     |          |          |
| 2033                            |  |          |             | 552,080   | 131,824   | 683,904     | 237,358   | 44,927    | 282,285     |          |          |
| 2034                            |  |          |             | 552,080   | 120,442   | 672,522     | 237,358   | 38,509    | 275,867     |          |          |
| 2035                            |  |          |             | 552,080   | 107,059   | 659,139     | 237,358   | 32,091    | 269,449     |          |          |
| 2036                            |  |          |             | 552,080   | 93,677    | 645,757     | 237,358   | 25,673    | 263,031     |          |          |
| 2037                            |  |          |             | 552,080   | 82,295    | 634,375     | 237,358   | 19,254    | 256,612     |          |          |
| 2038                            |  |          |             | 552,080   | 66,912    | 618,992     | 237,358   | 12,836    | 250,194     |          |          |
| 2039                            |  |          |             | 552,080   | 53,530    | 605,610     | 237,358   | 6,418     | 243,776     |          |          |
| 2040                            |  |          |             | 552,080   | 40,147    | 592,227     |   |           |             |          |          |
| 2041                            |  |          |             | 552,080   | 26,765    | 578,845     |   |           |             |          |          |
| 2042                            |  |          |             | 552,080   | 13,382    | 565,462     |   |           |             |          |          |
|                                 | 855,000  | 196,223  | 1,051,223   | 11,041,600  | 2,826,465 | 13,868,065  | 4,747,157   | 1,326,526 | 6,073,683   |          |          |

| Town Debt Service |              |             |              | TOWN OF HAMPTON - DEBT SCHEDULE |  |  |  | Printed: 5/1/2019 |  |
|-------------------|--------------|-------------|--------------|---------------------------------|--|--|--|-------------------|--|
| Grand Totals      |              |             |              | FISCAL YEAR 2020                |  |  |  |                   |  |
| Principal         | Interest     | Annual Pmt. |              |                                 |  |  |  |                   |  |
| 2020              | 2,010,142    | 636,712     | 2,646,854    |                                 |  |  |  |                   |  |
| 2021              | 2,005,142    | 602,454     | 2,607,596    |                                 |  |  |  |                   |  |
| 2022              | 2,000,142    | 537,282     | 2,537,424    |                                 |  |  |  |                   |  |
| 2023              | 2,547,222    | 756,186     | 3,303,409    |                                 |  |  |  |                   |  |
| 2024              | 2,541,222    | 661,856     | 3,203,078    |                                 |  |  |  |                   |  |
| 2025              | 2,297,722    | 553,656     | 2,851,378    |                                 |  |  |  |                   |  |
| 2026              | 1,765,723    | 487,845     | 2,253,568    |                                 |  |  |  |                   |  |
| 2027              | 1,450,039    | 452,413     | 1,902,452    |                                 |  |  |  |                   |  |
| 2028              | 1,450,039    | 406,424     | 1,856,462    |                                 |  |  |  |                   |  |
| 2029              | 1,286,026    | 362,858     | 1,648,884    |                                 |  |  |  |                   |  |
| 2030              | 1,286,026    | 324,027     | 1,610,053    |                                 |  |  |  |                   |  |
| 2031              | 1,281,026    | 285,197     | 1,566,223    |                                 |  |  |  |                   |  |
| 2032              | 1,281,026    | 246,621     | 1,527,648    |                                 |  |  |  |                   |  |
| 2033              | 1,281,026    | 206,046     | 1,487,072    |                                 |  |  |  |                   |  |
| 2034              | 1,016,026    | 169,470     | 1,185,497    |                                 |  |  |  |                   |  |
| 2035              | 1,016,026    | 144,410     | 1,160,436    |                                 |  |  |  |                   |  |
| 2036              | 789,438      | 119,350     | 908,787      |                                 |  |  |  |                   |  |
| 2037              | 789,438      | 101,549     | 890,987      |                                 |  |  |  |                   |  |
| 2038              | 789,438      | 79,748      | 869,186      |                                 |  |  |  |                   |  |
| 2039              | 789,438      | 59,948      | 849,386      |                                 |  |  |  |                   |  |
| 2040              | 552,080      | 40,147      | 592,227      |                                 |  |  |  |                   |  |
| 2041              | 552,080      | 26,765      | 578,845      |                                 |  |  |  |                   |  |
| 2042              | 552,080      | 13,382      | 565,462      |                                 |  |  |  |                   |  |
|                   | \$31,328,568 | \$7,274,347 | \$38,602,914 |                                 |  |  |  |                   |  |

TOWN OF HAMPTON  
GENERAL FUND  
OPERATING BUDGET SUMMARY BY EXPENSE  
FISCAL YEAR 2019

| ACCT. #<br>(A) | DESCRIPTION<br>(B)                      | 2017                      |               | 2018                      |             | 2019          |               |                           |                          | 11/1/18<br>% |                        |  |
|----------------|---|---------------------------|---------------|---------------------------|-------------|---------------|---------------|---------------------------|--------------------------|--------------|------------------------|--|
|                |   | ACTUAL<br>(C)<br>12/31/17 | BUDGET<br>(D) | ACTUAL<br>(E)<br>09/30/18 | REQ.<br>(F) | ADMIN.<br>(G) | B.O.S.<br>(H) | BUD COM<br>& DELIB<br>(I) | DEFAULT<br>BUDGET<br>(J) |              | CHG.<br>(K)<br>G vs. D |  |
|                | H - MUNICIPAL DEBT SERVICE              |                           |               |                           |             |               |               |                           |                          |              |                        |  |
|                | 4711 - PRINCIPAL                        |                           |               |                           |             |               |               |                           |                          |              |                        |  |
| 000            | 47112 9800 PB - Debt Principal          | 1,791,442                 | 1,787,443     | 843,501                   | 1,885,378   | 1,885,378     | 1,885,378     | 0                         | 0                        | 0            | 5.48%                  |  |
|                | Total Principal - DRA Account Code 4711 | 1,791,442                 | 1,787,443     | 843,501                   | 1,885,378   | 1,885,378     | 1,885,378     | 0                         | 0                        | 0            | 5.48%                  |  |
|                | 4721 - INTEREST                         |                           |               |                           |             |               |               |                           |                          |              |                        |  |
| 000            | 47212 9810 PI - Debt Interest           | 628,144                   | 618,343       | 427,950                   | 611,322     | 611,322       | 611,322       | 0                         | 0                        | 0            | -1.14%                 |  |
|                | Total Interest - DRA Account Code 4721  | 628,144                   | 618,343       | 427,950                   | 611,322     | 611,322       | 611,322       | 0                         | 0                        | 0            | -1.14%                 |  |
|                | 4723 - INTEREST ON TAN                  |                           |               |                           |             |               |               |                           |                          |              |                        |  |
| 000            | 47231 9900 INT - Interest on TAN        | 0                         | 5,000         | 0                         | 5,000       | 5,000         | 5,000         | 0                         | 0                        | 0            | 0.00%                  |  |
|                | Total TAN - DRA Account Code 4723       | 0                         | 5,000         | 0                         | 5,000       | 5,000         | 5,000         | 0                         | 0                        | 0            | 0.00%                  |  |
|                | Total - H - Debt Service                | 2,419,586                 | 2,410,786     | 1,271,451                 | 2,501,700   | 2,501,700     | 2,501,700     | 0                         | 0                        | 0            | 3.77%                  |  |

# *Town of Hampton*



## **SECTION 4**

## **CAPITAL**

## **IMPROVEMENT**

## **PLAN**

**2020-2025**

# *Town of Hampton*



## **FIRE DEPARTMENT**



**Hampton Fire/Rescue**  
**140 Winnacunnet Road**  
**Hampton NH 03842**  
**(603) 926-3316**  
**Fax: (603) 929-1915**

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May 1, 2019

Rick Griffin, Chairman  
100 Winnacunnet Rd.  
Hampton, NH 03842

Re: Hampton Fire/Rescue Six-Year Plan

Mr. Chairman,

Using the previous six-year history of the Town of Hampton as a barometer for the next six years, and the axiom that history repeats itself, we can extrapolate the potential for the next six years to be a period of continued growth.

Hampton experienced a great deal of growth since 2012. A combined total of 1.4 million sq. ft. of “new” buildings were built from 2012 through 2018. Several of these structures were developments residential neighborhoods. Six new streets were built since 2012, with a total of 128 new homes constructed. As you might imagine, there are still plans for several new neighborhoods, including one on Exeter Rd. with five new homes and one off of Winnacunnet Rd. with ten new structures.

There have been several new condominium complexes built since 2012. In fact, 292 new condos were logged in Assessing in the past six years. Some of these were developed in areas where one-story, seasonal apartments once stood. Replacing these are four and five story multiple occupancies. One new plan for the west side of town will build 46 condos on a wooded lot at the intersection of Timber Swamp and Mary Batchelder.

The volume of property Hampton Fire/Rescue currently protects has increased greatly. We anticipate that this will continue in the future, as Hampton remains a strong and vibrant community where people want to reside.

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*A Tradition of Service, Courage, and Pride*

Based on the type of construction we have seen in the last few years, we expect that the multistory and multifamily units to continue. This leads to two areas that must be addressed in the future plans of the department.

One is the maintenance of a minimum staffing level of at least nine Firefighters on duty at all times. I believe that the needs of the department warrant adding staff to make each group a full ten (10) Firefighter complement. This will provide for the ability to respond to fire calls and Emergency Medical Services calls in the safest and most efficient manner. Getting to ten personnel per shift will also give us the opportunity to have two ambulances working at all times, with no reduction to the Engine companies.

Staffing is a major component to the safe delivery of fire suppression and EMS services. Personnel are not a capital expense, but I feel adequate staffing is the primary need for the foreseeable future.

The additional component to the growth I have discussed above is the change in the buildings we will be called upon for fight fires. As building continues to grow in the vertical domain, so too, must we be able to effectively respond. In the Capital Improvement Plan for 2020-2025, I have again placed a Tower ladder, which has been in the CIP since 2015. This vehicle is necessary to respond to the ever increasing height of the buildings in the response area. While the vehicle is important, addressing the staffing component comes before this purchase, since we need personnel to operate the truck.

Training is a major component of the needs assessment for the fire department. Several subspecialties require ongoing training to keep the skills current. Learning to use Ice Rescue tools or taking a class on performing Open Water Rescues will not be enough to rely upon if the last time that skill was performed was the time the firefighters learned it, possibly several years prior. These skills are perishable. While fireground training is essential and the most basic component of the job, we must remain on the cutting edge of

all aspects of fire and rescue training. Proper training is the fundamental safety component to making sure your firefighters go home to their families.

As Chief Sawyer informed you last month, Hampton Fire/Rescue, Hampton Police and the Department of Public Works will need to address the radio infrastructure for the community in the not too distant future. This should be a collaborative project to ensure the most responsible replacement of the system in place today. Hampton Fire has replaced mobile radios, upgraded the telephone circuits between voter sites and upgraded the two base radios at the stations. The longer term upgrades will need professional assessment and research. This will need to include the fire department dispatch center in the assessment.

I have submitted the Hampton Fire/Rescue Capital Improvement Plan to Mr. Welch last week. He will be using this information to assemble the whole Town's CIP. I will give you a brief summary.

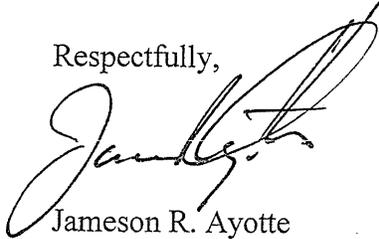
Notable items include Engine replacements for Engine 3 and Engine 2. You will recall that Engine 3 is a 2001 Smeal and Engine 2 was a used piece purchased from Pennsylvania and is a 2000 Pierce. As I have stated in the past, Engines are typically designed to perform as the front line piece for ten years and function as the reserve piece for ten years. In 2021, both will have come of age. Ambulance replacement remains imperative on a six year basis, to provide the best vehicles for our patients to be transported to the hospital.

Hampton Fire received an AFG grant in 2007 and purchased 41 SCBA packs. This is an essential component of fire suppression that must be worn every time a firefighter enters an environment considered Immediately Dangerous to Life and Health (IDLH). The bottles must be replaced at 15 years and the packs must be replaced after three cycles of NFPA Standards. These will come of age in 2023. The expected cost will be \$277,500.

As part of the continuing Capital Reserve Fund, I have submitted a yearly deposit to ensure funds for gear purchase as they become needed. This total is \$25,000 yearly.

While I can imagine a significant amount of changes will occur in both the community and the fire service, I feel it is the above items that will be the most likely to directly effect Hampton Fire/Rescue for the next six years.

Respectfully,

A handwritten signature in black ink, appearing to read "Jameson R. Ayotte". The signature is fluid and cursive, with a large initial "J" and "A".

Jameson R. Ayotte

Fire Chief

Capital Improvement Plan – Fire Department

Building Maintenance Long term plan

The projected maintenance and potential upgrade/replacement of various components of the HVAC system is anticipated to occur at the ten (10) year mark for many of these appliances. We anticipate that replacing these pieces will be on an AS NEEDED basis. A systematic and scheduled maintenance program is in place to maximize the lifespan of the system. Forecasting these costs is general and expected to be in the ten-year time frame. We anticipate that some of these devices may need to be replaced beginning in year ten which is 2023.

Each boiler and hot water heater will be replaced independently if able. Forecasted costs: \$10,000 per appliance. Two boilers, two hot water heaters at each station and several smaller heating devices in each station. Anticipated total: \$50,000.

## Town of Hampton, New Hampshire

2020-2025

### Capital Improvement Plan – Fire Department

#### Ambulance Replacement

A cost-effective ambulance replacement program is essential to providing safe transportation for patients. Reliable vehicles are essential to the Town's efficient service delivery to the public. Vehicles that are held too long have little or no resale value, while the costs to maintain are ever increasing. Vehicles that break down frequently, due to age or extensive use, negatively impact service delivery and are a safety risk. Ambulances are a critical response vehicle that demand performance 100% of the time. Thousands of patients are treated or transported in Hampton Ambulances every year. Call volume and frequency require Hampton to maintain three fully equipped Advanced Life Support Ambulances. The programmed replacement of these units needs to be scheduled for a six year cycle to ensure reliable operations. Ambulances are purchased using the EMS revolving account which receives money collected from ambulance transport billing. The purchase of Ambulances does not affect the tax rate in a particular year.



| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
| Ambulance Replacement                          | \$275,000        |                    | \$275,000           |                  |                  | \$275,000        | Purchase From EMS Fund- No Tax Impact |
| Tower Ladder/ Platform – Beach Station         |                  | \$1,300,000        |                     |                  |                  |                  | Five year Lease Purchase              |
| Self-Contained Breathing Apparatus Replacement |                  |                    |                     | \$277,500        |                  |                  | Avg. cost at \$7500 plus RIT          |
| Fire Turn-out Gear Capital Reserve Fund        | \$25,000         | \$25,000           | \$25,000            | \$25,000         | \$25,000         | \$25,000         | Maintain the Capital Reserve Fund     |
| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

# Town of Hampton, New Hampshire

2020-2025

## Capital Improvement Plan – Fire Department

### Class A Fire Pumper Replacement

The Insurance Services Office is responsible for establishing a fire rating for each community. This rating is used by insurance companies to determine residential and business rates. Several factors are considered when determining the community's rating; one important capability is the ability to deliver water to the scene of a fire in sufficient quantity to effectively extinguish the fire quickly. Hampton requires a minimum of four (4) Class A fire pumpers to maintain our present rating. This project seeks to replace the 2001 Smeal (Engine 3) and 2000 Pierce (Engine 2).



| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
| Ambulance Replacement                          | \$275,000        |                    | \$275,000           |                  |                  | \$275,000        | Purchase From EMS Fund- No Tax Impact |
| Tower Ladder/ Platform – Beach Station         |                  | \$1,300,000        |                     |                  |                  |                  | Five year Lease Purchase              |
| Self-Contained Breathing Apparatus Replacement |                  |                    |                     | \$277,500        |                  |                  | Avg. cost at \$7500 plus RIT          |
| Fire Turn-out Gear Capital Reserve Fund        | \$25,000         | \$25,000           | \$25,000            | \$25,000         | \$25,000         | \$25,000         | Maintain the Capital Reserve Fund     |
| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

# Town of Hampton, New Hampshire

2020-2025

## Capital Improvement Plan – Fire Department

### Fire Prevention Vehicle

Fire Prevention is the most cost effective means to fight fire. Preventing a fire from occurring through plan review, inspection and Code enforcement will reduce the potential for fires that impact people and property. If fires are prevented, citizens are safer and Firefighters will have less risk for being injured. The Fire Prevention vehicle is needed for the Fire Prevention Officer to attend site meetings, conduct on-site inspections and respond to fires to investigate the Origin and Cause. The vehicle carries all tools and the FPO's turnout gear to scenes.



| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
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| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

# Town of Hampton, New Hampshire

2020-2025

## Capital Improvement Plan – Fire Department

### Beach Station Tower Ladder Truck/Platform

The ladder company provides access and exits for residents and Firefighters and provide for the rescue of firefighters and civilians. Ladder company crews also are responsible for removing heat, smoke and gases to allow greater visibility and permit engine company crews to move rapidly and safely within a fire building or exposed buildings. These examples do not include all the duties of a ladder company, but they do illustrate two important points about ladder company work.

1. Ladder work is required at every fire.
2. Ladder operations either accompany or precede engine operations.



These operations include: Rescue victims, Protect exposures, Confine the fire, Extinguish the fire, Ventilate the structure, Overhaul the fireground

\$ 1,300,000 base price- Lease Purchase Options 5 year

\*Optional Seven Year Lease= \$206,775.01/year

| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
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| Self-Contained Breathing Apparatus Replacement |                  |                    |                     | \$277,500        |                  |                  | Avg. cost at \$7500 plus RIT          |
| Fire Turn-out Gear Capital Reserve Fund        | \$25,000         | \$25,000           | \$25,000            | \$25,000         | \$25,000         | \$25,000         | Maintain the Capital Reserve Fund     |
| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

Town of Hampton, New Hampshire

2020-2025

Capital Improvement Plan – Fire Department

Capital Reserve Account for Firefighting Turnout Gear

Firefighter Turnout gear is the Personal Protective Equipment ensemble worn to protect Firefighters during fire suppression and on all other emergency calls. Turnout gear is composed of a helmet, hood, jacket, pants, suspenders, boots and gloves. The Capital Reserve Fund established in the 2019 Warrant Article #17, will be used to continue to purchase Firefighter Turnout gear and other Personal Protective Equipment. The program deposit into this account will ensure funding for gear purchase on a continual basis.



| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
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| Tower Ladder/ Platform – Beach Station         |                  | \$1,300,000        |                     |                  |                  |                  | Five year Lease Purchase              |
| Self-Contained Breathing Apparatus Replacement |                  |                    |                     | \$277,500        |                  |                  | Avg. cost at \$7500 plus RIT          |
| Fire Turn-out Gear Capital Reserve Fund        | \$25,000         | \$25,000           | \$25,000            | \$25,000         | \$25,000         | \$25,000         | Maintain the Capital Reserve Fund     |
| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

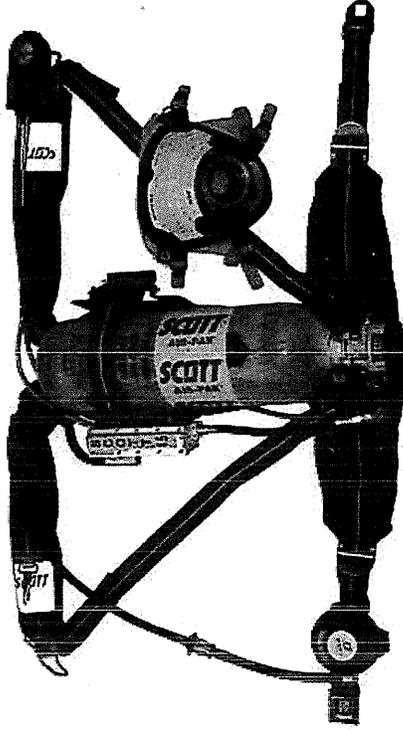
Town of Hampton, New Hampshire

2020-2025

Capital Improvement Plan – Fire Department

Self-Contained Breathing Apparatus

Self-Contained Breathing Apparatus is the compressed air tanks and associated regulators, or simply breathing apparatus, worn by firefighters to provide breathable air in an immediately dangerous to life or health (IDLH) atmosphere. These are essential components to fire suppression. These devices have a life span of 15 years on the bottles and three NFPA Standard cycles for the apparatus. Previously, and AFG grant awarded in 2007 was used to purchase 41 sets. The current replacement will be for 35 pieces.



| Fire Department                                | 2020             | 2021               | 2022                | 2023             | 2024             | 2025             |                                       |
|--|------------------|--------------------|---------------------|------------------|------------------|------------------|---------------------------------------|
| Fire Pumper Truck Replacements                 |                  |                    | \$825,000           |                  | \$825,000        |                  | Replace E3, E2 @ 20 years             |
| Fire Prevention Vehicle                        | \$40,000         |                    |                     |                  |                  |                  | Replace 2008 F-150                    |
| Ambulance Replacement                          | \$275,000        |                    | \$275,000           |                  |                  | \$275,000        | Purchase From EMS Fund- No Tax Impact |
| Tower Ladder/ Platform – Beach Station         |                  | \$1,300,000        |                     |                  |                  |                  | Five year Lease Purchase              |
| Self-Contained Breathing Apparatus Replacement |                  |                    |                     | \$277,500        |                  |                  | Avg. cost at \$7500 plus RIT          |
| Fire Turn-out Gear Capital Reserve Fund        | \$25,000         | \$25,000           | \$25,000            | \$25,000         | \$25,000         | \$25,000         | Maintain the Capital Reserve Fund     |
| <b>Fire Sub-total</b>                          | <b>\$345,000</b> | <b>\$1,325,000</b> | <b>\$1,125,000*</b> | <b>\$302,500</b> | <b>\$850,000</b> | <b>\$300,000</b> |                                       |

*Town of Hampton*



**POLICE DEPARTMENT**



**Date:** April 22, 2019

**To:** Hampton Board of Selectman

**From:** Richard E. Sawyer, Chief of Police

A handwritten signature in black ink, appearing to read "RES".

**Subject:** 6 Year Service and Capital Needs Assessment

Members of the Board:

The first priority over the next 6 years in regards to sustaining the level of police service to the community is maintaining a level of excellence in our personnel, particularly in the areas of recruitment and career development. It has been suggested that maybe the Hampton Police Department's standards are too high and could be relaxed to allow more applicants into the Department. I believe that the accomplishments of this Department and its reputation are a direct result of our commitment to a standard of excellence. As someone who has worked in the "risk management" field for the last 19 years I believe our quality is our best security and insurance as a community. The standard of excellence comes at a cost financially considering the level of assessment that is made of every applicant that receives a conditional job offer. These costs include a thorough background conducted by our staff, polygraph examination, and psychological evaluation.

During my time as Deputy Chief and now Chief of Police the Department has increased its levels of training particularly in the area of Leadership. This is one of the greatest challenges to law enforcement, finding those qualified officers that are willing to step up to higher levels of responsibility and accountability and preparing them for the challenge. The level of Leadership training in the Hampton Police Department is not required by any state or federal mandate but remains essential to maintaining a level of excellence. The Departments association with organizations like the FBI Law Enforcement Executive Development Association have been a great asset to the Departments mission. Training of this nature comes at a cost to include salaries, overtime backfill, support for those trainings held at HPD, tuition, travel, and lodging to name a few. We are fortunate that some costs are deferred when we are able to host training at HPD.

We have been very fortunate as a Department over the years to have the support of the community and access to the best equipment available to our officers. Everything from Mobile Data Terminals in each cruiser to each officer being issued and trained with a Taser has helped to increase the Departments effectiveness. The level of vigilance in this area must be maintained. Technology changes rapidly in law enforcement and you see new ideas like "First Net" being deployed throughout NH. First responders around the state will be issued cellular devices that have priority band access that allows them to communicate and have their location quickly identified in times they need assistance. I anticipate that in the 6 year window technology such as body cams will become a reality in Hampton. We explored this option several years ago but the costs were prohibitive at that time. Items such as First Net and body cams while not mandatory will be considered industry standard.

The biggest priority and price item is the need to replace our communication center consoles. These consoles were installed in 2005 when the Department started operating out of the new Headquarters facility. The consoles are reaching a level of obsolescence that they will not be able to be maintained by a vendor. The current anticipated cost of replacing both consoles is \$250,000. Our current communications system operates over phone lines and is also considered obsolescent. At the time of replacement of the communication consoles we will also have to determine whether we go to an IP or microwave based system. Optimally we would utilize both IP and microwave for redundancy. I would also recommend that we take a town wide approach to communications moving forward. In 2016 I presented a memo to Town Manager Fred Welch regarding CIP recommendations. The memo was a collaborative effort with Fire Chief Jamie Ayotte. This collaboration was an effort to deal with communication needs in both the Police and Fire Rescue. We should expand this effort and try and include a town wide communications plan to effectively reduce costs, provide for vendor service efficiency, and greater interoperability between town agencies. I have included a copy of the 2016 memo for your review.

With the complexities of the court system in the State of New Hampshire the Department has become one of the last few agencies to still function with a Police Prosecutor. The Police Prosecutor is now faced with dealing with all the cases generated from the agency in the District Court and is now faced with the challenges and the time restraints associated the new Felonies First Program. Additionally, the State has implemented a Drug Court Program and Veteran's Court Program. With these rising complexities and the expectations from the court we will need to consider hiring a Private Attorney or partnering with the Rockingham County Attorney's Office to maintain the level of excellence that we strive to meet in all areas. The estimated cost is \$100,000.

The Hampton Police Department has been operating from its current headquarters since 2005. The facility has served our mission well but after 14 years there are some areas that experienced wear and tear and will need to be addressed in the 6 year window.

Furniture and Fixtures – many of the work spaces in the facility are showing extensive wear including chairs, desks, countertops. The training room and booking room are also showing similar wear. Many of the office walls need to have wall covers replaced or be painted. Many are peeling at the edges or the glue has turned to powder. Estimated Costs: \$60,000.00

AC-Condensing Coil – The system while still operable is reaching obsolescence. A new unit would be more energy efficient and operate on a coolant that is environmentally friendly. Estimated Costs: \$75,000.00

HVAC Building Controls – The system is reaching obsolescence and in need of frequent failure. These failures have created hot spots and cold spots in various parts of the facility. Estimated Costs: \$20,000.00.

To: Fred Welch, Town Manager  
From: Richard Sawyer, Chief of Police  
Date: April 4, 2016

Ref: CIP Recommendations

I have been coordinating with Chief Jamie Ayotte regarding a proposal to provide needed upgrades to emergency communications systems for both the Police Department and Fire & Rescue. We anticipate that over the next 3-5 years both agencies will be looking to implement necessary upgrades as existing equipment reaches obsolescence.

Chief Ayotte and I agree that the most cost effective way to approach this issue is through a unified plan utilizing a single vendor for services in both agencies. Lieutenant Tom Gudaitis was assigned to take the lead on this project due to his oversight of the Police communications system and his familiarity with the Fire & Rescue system as he has been utilized to assist them with their existing system. Lt. Gudaitis is also very familiar with the implications that both agencies communications systems have on Emergency Operations Center functions.

2-Way Communication Service, Inc was selected to assist in developing a plan to meet both agencies needs. This plan is referred to as ROM (Rough Order of Magnitude) Budgetary Costs. The ROM is utilized in the early stages of planning and should not be considered a final plan or contract. Attached are copies of the Proposed Radio Solution and the ROM provided by 2-Way for developing capitol planning on the communications systems for both agencies.

After review of the Solution and ROM Chief Ayotte would recommend that we move forward with the CIP to address both agencies needs. The recommendation includes the approximate budgetary cost of \$670,000.00. If approved we would begin with a complete assessment phase to be followed by the planning phase and finally implementation. We believe project completion is achievable within a 3 year window upon approval.

# *Town of Hampton*



## DEPARTMENT OF PUBLIC WORKS

Town of Hampton, New Hampshire

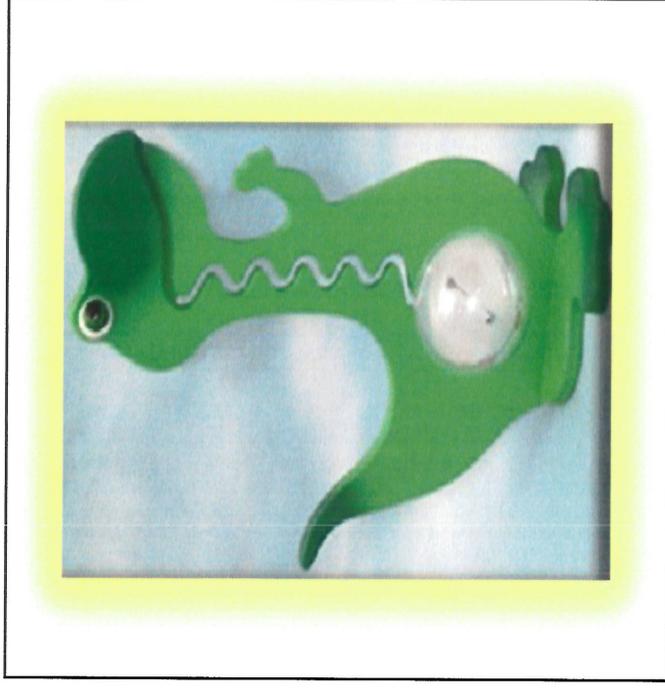
2020 Capital Improvement Plan - Streets and Roads

Warrant Article: Road Improvement Capital Reserve Fund

With 79 miles of existing roads to maintain, the existing funding generated by the Gas Tax (Estimated at +/- \$316,231), added to the warrant article requests for roadway maintenance, is not sufficient to maintain the existing roadway/parking lots in a safe manner. The effects of harsh springs, strong winters and failing infrastructure require more frequent maintenance.

The Road Improvement Capital Reserve Fund is used to help fund large scale, multipurpose projects. The Lafayette Road Revitalization project was approved in 2018 and therefore reserves will again need to be appropriated to increase the reserves in this fund.

This Warrant Article proposes that \$300,000 be added to the Road Improvement Capital Reserve Fund.



| Streets and Roads                           | 2020      | 2021      | 2022      | 2023        | 2024        | 2025      | Funding         |
|---|-----------|-----------|-----------|-------------|-------------|-----------|-----------------|
| Capital Reserve Fund Balance (Prior to use) | \$300,000 | \$600,000 | \$900,000 | \$1,200,000 | \$1,500,000 | 1,800,000 |                 |
| Addition to Capital Reserve Fund Yearly     | \$300,000 | \$300,000 | \$300,000 | \$300,000   | \$300,000   | 300,000   | Warrant Article |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Streets and Roads

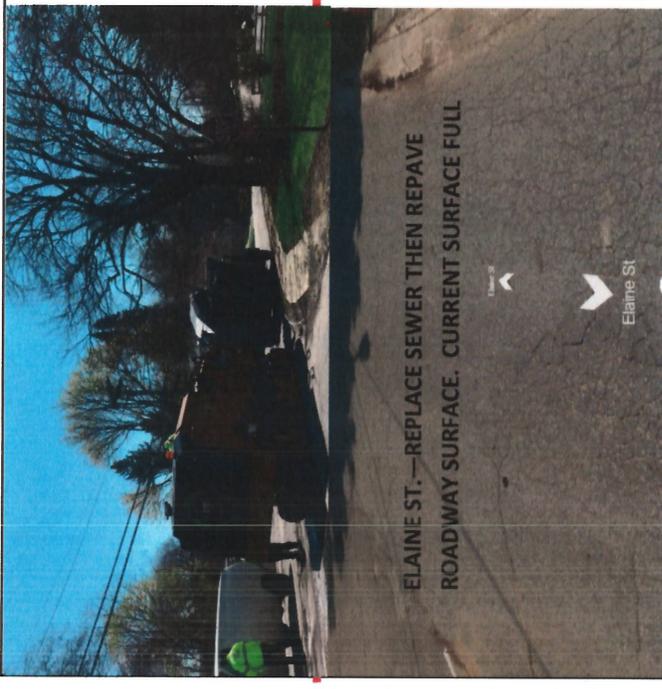
Warrant Article: 2020 Paving and Roadway Improvements in addition to Highway Block Grant

This money will be used in conjunction with the Highway Block Grant for the improvements to streets consisting of paving operations, adjustments to structures to permit paving, repairs and replacements to drainage and sewer, crack sealing, curbing installation and associated sidewalk improvements to improve Town roadways.

In 2020, proposed paving areas include but are not limited to:

- Elaine Street— Richard Street (upon completion of sewer replacement)
- St. Cyr
- I&I Roadway Pavement Projects

In addition to the estimated \$316,231 estimated to be received for the Highway Block Grant, this Warrant Article requests \$170,000 for a total of \$486,231



| Streets and Roads                                  | 2020      | 2021      | 2022      | 2023        | 2024        | 2025        |
|--|-----------|-----------|-----------|-------------|-------------|-------------|
| Budget Line Funding                                | \$0       | \$0       | \$0       | \$0         | \$0         | \$0         |
| Estimated Gas Tax- State Highway Grant Funds       | \$316,231 | \$316,231 | \$316,231 | \$316,231   | \$316,231   | \$316,231   |
| Supplemental State Highway Warrant Article Funding | \$170,000 | \$405,000 | \$432,000 | \$351,000   | \$556,000   | \$0         |
| Warrant Articles                                   | \$126,000 | \$121,000 | \$210,000 | \$353,000   | \$585,000   | \$4,000,000 |
| Total Funding Requested                            | \$612,231 | \$842,231 | \$958,231 | \$1,020,231 | \$1,457,231 | \$4,316,231 |

Town of Hampton, New Hampshire

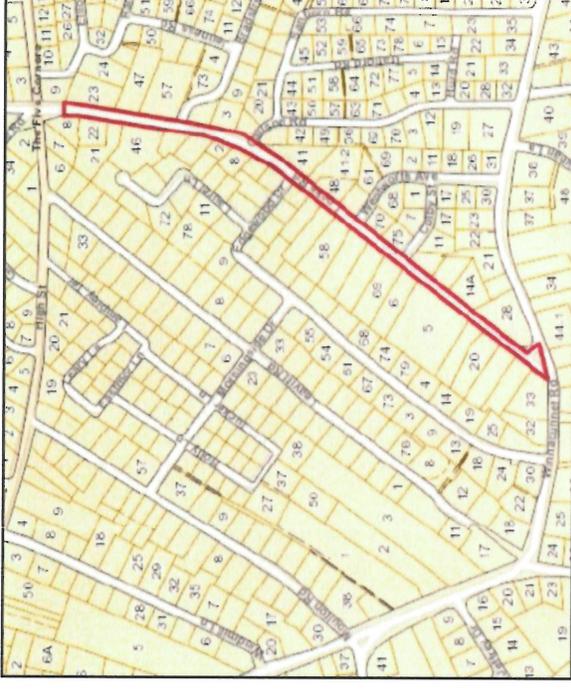
2020 Capital Improvement Plan - Streets and Roads

Warrant Article: Locke Road Improvements

Locke Road is a main arterial roadway. The road has serious surface deficiencies, drainage concerns and infrastructure beneath the surface that includes old VCP sewer that is in need of replacement. Completing the entire roadway reconstruction as one project will ensure that all the elements of roadway design are addressed efficiently and with one contractor and limited mobilization.

The overall project will require an engineered plan to assure the proper grading and drainage design. Infrastructure improvements would be constructed first, with a full reclamation of the pavement and repaving to follow. Locke Road is +/- 3,000 ft long has 8 & 10" VCP running most of the entire length and a partially closed drainage system.

This Warrant Article requests \$791,000 to reconstruct Locke Road.



Locke Road Sewer, Drain & Pavement Improvements

| Streets and Roads        | 2020              | 2021 | 2022 | 2023 | 2024 | 2025 | Funding                                   |
|--------------------------|-------------------|------|------|------|------|------|---|
| Locke Road (RSR 65) PAVE | \$ 226,000        |      |      |      |      |      | Warrant Article - Locke Road Improvements |
| Locke Road SEWER         | \$ 412,000        |      |      |      |      |      | Warrant Article - Locke Road Improvements |
| Locke Road DRAINAGE      | \$ 153,000        |      |      |      |      |      | Warrant Article - Locke Road Improvements |
| <b>TOTAL WARRANT</b>     | <b>\$ 791,000</b> |      |      |      |      |      |   |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Sidewalk Projects

Warrant Article: Sidewalk Improvements High Street and Mill Road

The proposed sidewalk improvements have been programmed to follow the portions of the roadways that will be reconstructed. The proposed warrant article for 2020 will improve the immediate sidewalk and associated crossings at the intersection of Mill Road and High Street. This intersection was recommended by the Safe Routes to School Program as a major intersection in need of safety improvements. The design of the intersection will be completed by a qualified engineer and take into account the existing signal and need for pedestrian crossing signals and ADA accessibility. The proposed sidewalk improvements will coordinate with the future work done along the roadway.

This Warrant Article requests \$195,000 to complete Sidewalk Improvements. (Supplemental funding may be feasible working with SAU 90)



Sidewalk Improvements at the Intersection of High Street and Mill Road to include all approaches.

| Sidewalk Project                                      | 2020             | 2021      | 2022      | 2023      | 2024      | 2025      | Funding         |
|---|------------------|-----------|-----------|-----------|-----------|-----------|-----------------|
| High Street and Mill Road Intersection SRTS           | \$195,000        |           |           |           |           |           | Warrant Article |
| SRTS Recommendations with SAU 90                      |                  | \$250,000 |           |           |           |           | Warrant Article |
| High Street - Lafayette Rd to Molton Rd. ADA/Repair   |                  |           | \$135,000 |           |           |           | Warrant Article |
| High Street - Moulton Rd to Mill Pond Lane ADA/Repair |                  |           |           | \$200,000 |           |           | Warrant Article |
| Winnacunnet Rd - Lafayette Rd. to Mill Rd. ADA/Repair |                  |           |           |           | \$100,000 |           | Warrant Article |
| Brown Avenue Sidewalk Extension                       |                  |           |           |           |           | \$330,000 | Warrant Article |
| <b>TOTAL WARRANT</b>                                  | <b>\$195,000</b> |           |           |           |           |           |                 |

Town of Hampton, New Hampshire

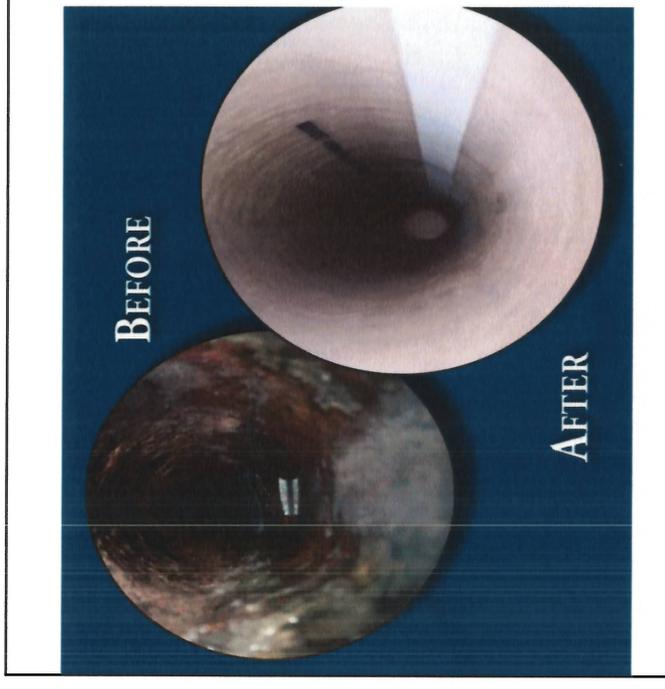
2020 Capital Improvement Plan - Sidewalk Projects

Warrant Article: Infiltration Rehabilitation—Sewer Main Lining

With many roadways inundated with flood waters adjacent to the low lying ocean and marsh areas, infiltration can account for millions of gallons per day of water that is treated through our Wastewater Treatment Plant. Removing infiltration from the sewer system will decrease the overall cost of wastewater treatment and the physical impact on the WWTP.

The purpose of this warrant article is to “line” existing VCP sewer mains that are located in flooding prone areas. This lining will help to remove infiltration that enters from the main or the structures. While this work will not replace all the services to individual properties, it will decrease the overall infiltration into the system.

This Warrant Article requests \$924,220 to complete the lining of the sewer mains and structures.



| Inflow and Infiltration Projects (Trench Repair Only) | 2020              | 2021 | 2022 | 2023 | 2024 | 2025 |                 |
|---|-------------------|------|------|------|------|------|-----------------|
| Harris Avenue (vcp)                                   | \$ 262,000        |      |      |      |      |      | Warrant Article |
| Fellows Avenue (vcp)                                  | \$ 149,070        |      |      |      |      |      | Warrant Article |
| Nudd Avenue - (vcp)                                   | \$ 338,250        |      |      |      |      |      | Warrant Article |
| Kentville Terrace (vcp)                               | \$ 174,900        |      |      |      |      |      | Warrant Article |
| <b>TOTAL WARRANT</b>                                  | <b>\$ 924,220</b> |      |      |      |      |      |                 |

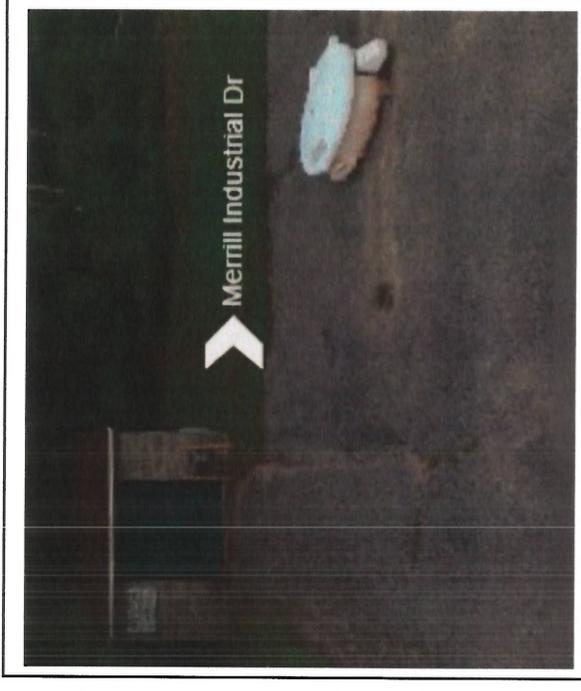
Town of Hampton, New Hampshire

2020 Capital Improvement Plan - WWTP

Sewer Access Fee

With the passing of the Phase 1 Facilities Plan Upgrades Project (March 2017) at the WWTP, multiple projects identified in the Facilities Plan will be completed over the next few years. In addition to those identified WWTP improvements, there are ongoing maintenance, process component and Towns Pump Stations improvements that are necessary.

It is proposed that in 2020, the Sewer Access Fee Account be used to upgrade the motors and pumps at the Merrill Industrial Drive Pump Station. These motors and pumps have had several repairs over the last few years including impellers, valves and electrical components and are reaching the end of their useful life.



| Wastewater Treatment Plant Projects                | 2020     | 2021     | 2022         | 2023 | 2024 | 2025 | Notes                  |
|--|----------|----------|--------------|------|------|------|------------------------|
| Upgrade Motors and Pumps @ Merrill PS              | \$75,000 |          |              |      |      |      | Sewer Access Fee Acct. |
| Replace Generator at Highlands PS (Falcone Circle) |          | \$60,000 |              |      |      |      | Sewer Access Fee Acct. |
| Replace 2nd Winnacunnet PS VFD                     |          | \$10,000 |              |      |      |      | Sewer Access Fee Acct. |
| Phase 2 - Waste Water Improvements                 |          |          | \$15,000,000 |      |      |      | Warrant Article        |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Solid Waste

Warrant Article: Transfer Station Improvements Feasibility Study

The Department currently is working to balance the changing rubbish and recycling markets as well as the current operations at the Transfer Station. The existing facility will require modifications to be able to address needs to segregate materials, improve internal operations, make building modifications and research alternatives for disposal.

The study will provide recommendations, facilitate immediate improvements (such as the purchasing of storage trailers, dumping containers, earth work, etc.) and provide planning level designs and costs for future appropriation request.

The total cost of the proposed Warrant Article is \$50,000.



| Solid Waste Collection & Transfer Station        | 2020            | 2021             | 2022             | 2023            | 2024            | 2025             | Notes           |
|--|-----------------|------------------|------------------|-----------------|-----------------|------------------|-----------------|
| Materials Removal                                | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Budget          |
| Transfer Station Imp. Feasibility/Immediate Need | \$50,000        |                  |                  |                 |                 |                  | Warrant Article |
| Transfer Station Building/Yard Imp. Part 2       |                 | \$500,000        |                  |                 |                 |                  | Warrant Article |
| Compactor Replacement 2                          |                 |                  | \$60,000         |                 |                 |                  | Warrant Article |
| Household Hazardous Collection Day               | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Warrant Article |
| <b>Total Estimated Costs</b>                     | <b>\$90,000</b> | <b>\$540,000</b> | <b>\$191,000</b> | <b>\$75,000</b> | <b>\$40,000</b> | <b>\$191,000</b> |                 |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Solid Waste

Warrant Article: Household Hazardous Waste Collection Day

The Town of Hampton along with willing participating towns plans to hold two Household Hazardous Waste Days (HHHWD). This twice a year event is organized to provide a safe environment to properly dispose of household hazardous waste products. These are products that under federal law requires them to be labeled with warnings about their use, storage and disposal.

The cost of both Hazardous Waste Collection Days is approximately \$20,000. An application for a grant from NHDES has been submitted to offset a portion of the cost.

The total cost of the proposed HHHWD Warrant Article is \$20,000



| Solid Waste Collection & Transfer Station        | 2020            | 2021             | 2022             | 2023            | 2024            | 2025             | Notes           |
|--|-----------------|------------------|------------------|-----------------|-----------------|------------------|-----------------|
| Materials Removal                                | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Budget          |
| Transfer Station Imp. Feasibility/Immediate Need | \$50,000        |                  |                  |                 |                 |                  | Warrant Article |
| Transfer Station Building/Yard Imp. Part 2       |                 | \$500,000        |                  |                 |                 |                  | Warrant Article |
| Compactor Replacement 2                          |                 |                  | \$60,000         |                 |                 |                  | Warrant Article |
| Household Hazardous Collection Day               | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Warrant Article |
| <b>Total Estimated Costs</b>                     | <b>\$90,000</b> | <b>\$540,000</b> | <b>\$191,000</b> | <b>\$75,000</b> | <b>\$40,000</b> | <b>\$191,000</b> |                 |

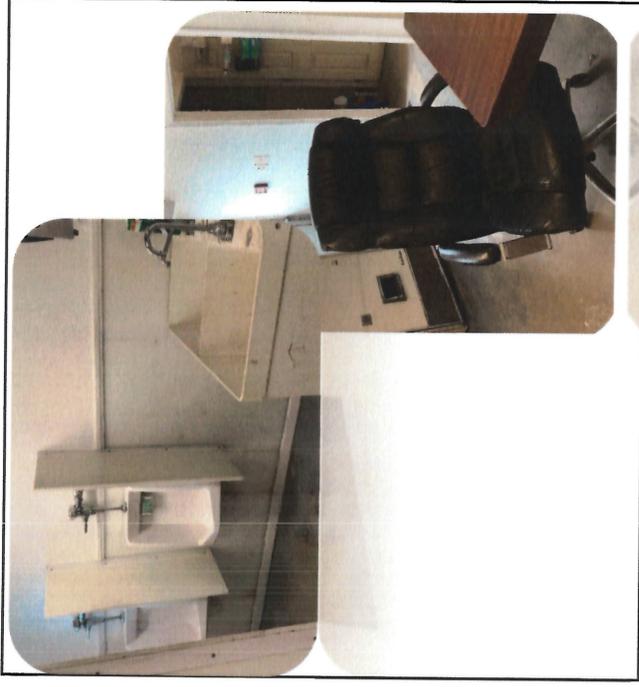
Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Solid Waste

Warrant Article: DPW Interior Building Improvements

Interior building improvements are needed at the DPW main office. Improvements include the installation of an air filtration system within the main office to filter fumes and other airborne particles from entering the existing office space. It also includes the renovation of the existing kitchen/bathroom/meeting area to provide a separation of the existing kitchen/able to facilitate meetings at the DPW office, provide a location for staff to have break and meals (that doesn't double as the meeting space and bathroom entrance) and update the bathroom for unisex use. The intent is to use staff to assist in internal demolition and construction, and to reuse fixtures/materials where possible.

The total cost for the DPW Interior Building Improvements is \$ 85,000



| Public Works Buildings & Grounds Project    | 2020            | 2021            | 2022             | 2023            | 2024            | 2025            | Notes           |
|---|-----------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|
| Interior Building Renovations*              | \$85,000        |                 |                  |                 |                 |                 |                 |
| Modifications to Shed/ Storage              |                 | \$75,000        |                  |                 |                 |                 | Warrant Article |
| Sewer and Drain Building (Garage Expansion) |                 |                 | \$500,000        |                 |                 |                 | Warrant Article |
| Yard Paving - Materials Storage- Signage    |                 |                 |                  | \$75,000        |                 |                 | Warrant Article |
| Roof and Exterior Improvements              |                 |                 |                  |                 | \$50,000        |                 | Warrant Article |
| Window/Door Replacements                    |                 |                 |                  |                 |                 | \$75,000        | Warrant Article |
| <b>Total Estimated Costs</b>                | <b>\$85,000</b> | <b>\$75,000</b> | <b>\$500,000</b> | <b>\$75,000</b> | <b>\$50,000</b> | <b>\$75,000</b> |                 |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Equipment/Vehicle Replacement

Warrant Article: Sewer and Drain Equipment Replacement

The Sewer and Drain Department is responsible for the maintenance and repair of all the public drain and sewer lines throughout town. In order to understand the structural integrity of the lines, or to determine if there is a blockage or to understand how older systems are connected, the use of a camera system is required.

The department currently has an older Aries camera system that in order to be services, due to it's age, requires it to be sent across the country . Just to diagnose the problems, the initial repair bill starts around \$1,000 with shipping and take months to be returned. Part are becoming harder and harder to locate.

The new ROVER X is the a camera system that will control inspections, view and record digital video, log observations, generate reports, and link directly to asset-management software.

The total Warrant Article proposed for Sewer and Drain Equipment Replacement is \$75,000.



| Vehicle/Equipment Replacement | 2020     | 2021     | 2022 | 2023 | 2024 | 2025 | Notes                           |
|-------------------------------|----------|----------|------|------|------|------|---------------------------------|
| Sewer Camera System           | \$75,000 |          |      |      |      |      | Warrant Article - S&D Equipment |
| 4" Trailer Pump               |          | \$52,000 |      |      |      |      | Warrant Article - S&D Equipment |

Town of Hampton, New Hampshire

2020 Capital Improvement Plan - Equipment/Vehicles

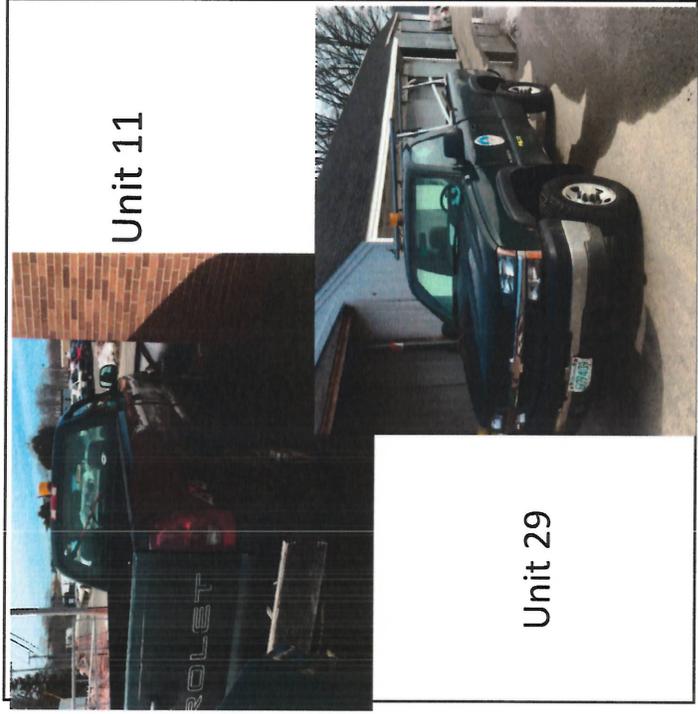
Warrant Article: DPW Highway Equipment and Vehicle Purchases (3 3/4 Pickup Trucks and Paving Hot Box)

**Unit 11**—is a 2003 Chevy Silverado 3/4 ton with +/- 110,000 miles that is used daily and for snow operations. It has required over \$10,000 in repairs over the past two years and additional repairs would be needed to keep the vehicle operational.

**Unit 29**—is a 2004 Chevy Silverado 3/4 ton with +/- 124,000 miles that is used daily and for snow operations. It has required over \$10,000 in repairs over the past two years and additional repairs would be needed to keep the vehicle operational.

**Unit 7**— is a 2007 Chevy Silverado 3/4 ton with significant rust issues. It has +/- 77,000 miles and is used daily as well as for snow removal operations. It has required over \$8,000 in repairs in the last two years.

**Unit 110**— is a 1997 Poweray Utility Hot Box that has required extensive repairs. The burners have been in disrepair non-efficiently burning fules and the tiles continue to crack requiring replacement yearly.



| Vehicle/Equipment Replacement                              | 2020           | 2021     | 2022     | 2023     | 2024     | 2025 | Notes                                 |
|--|----------------|----------|----------|----------|----------|------|---------------------------------------|
| Unit 92- 2011 Inter7400 Sidearm Packer (Replace w/ 2 arms) | \$74,700       | \$74,700 | \$74,700 | \$74,700 | \$74,700 |      | Warrant Article/Budget (Lease to Own) |
| Unit 7 - 2007 3/4 ton truck with plow                      | \$37,000       |          |          |          |          |      | Warrant Article                       |
| Unit 29 - 2004 3/4 ton truck with plow                     | \$37,000       |          |          |          |          |      | Warrant Article                       |
| Unit 11 - 2003 Pku/Plow                                    | \$37,000       |          |          |          |          |      | Warrant Article                       |
| Unit 122 - 1997 Hot Box                                    | \$20,000       |          |          |          |          |      | Warrant Article                       |
| <b>TOTAL WARRANT</b>                                       | <b>131,000</b> |          |          |          |          |      |                                       |

Town of Hampton, New Hampshire

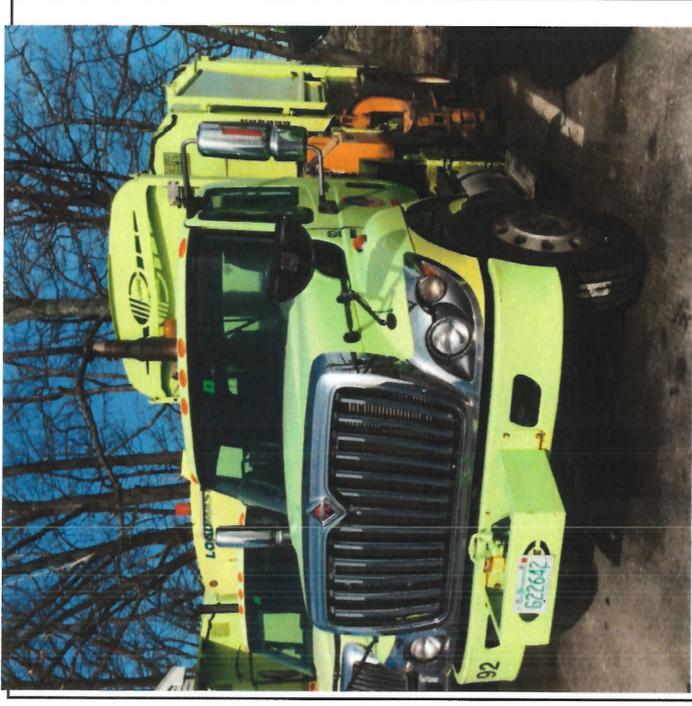
2019 Capital Improvement Plan - Equipment/Vehicles

Warrant Article: DPW Vehicle Lease– Collection Vehicle

**Lease of 3rd Collection Vehicle**

**Unit 92**– is a 2011 International 7400 Sidearm Packer that has already been removed from the DPW fleet due to excessive breakdowns and multiple thousands of dollars in repairs. This warrant will appropriate funding for a lease to purchase of a new Mack/Labrie Sidearm Packer. This vehicle will be equipped with arms on both the right and left side of the truck to provide flexibility with overall collection practices.

The Warrant Article will authorize the Board of Selectman to enter into a 5-year lease-purchase agreement for a new sidearm packer with two arms in the amount of \$373,500 and to raise and appropriate the sum of \$74,700 for year one.



| Vehicle/Equipment Replacement                              | 2020            | 2021     | 2022     | 2023     | 2024     | 2025 | Notes                                 |
|--|-----------------|----------|----------|----------|----------|------|---------------------------------------|
| Unit 92- 2011 Inter7400 Sidearm Packer (Replace w/ 2 arms) | \$74,700        | \$74,700 | \$74,700 | \$74,700 | \$74,700 |      | Warrant Article/Budget (Lease to Own) |
| Unit 7 - 2007 3/4 ton truck with plow                      | \$37,000        |          |          |          |          |      | Warrant Article                       |
| Unit 29 - 2004 3/4 ton truck with plow                     | \$37,000        |          |          |          |          |      | Warrant Article                       |
| Unit 11 - 2003 Pku/Plow                                    | \$37,000        |          |          |          |          |      | Warrant Article                       |
| Unit 122 - 1997 Hot Box                                    | \$20,000        |          |          |          |          |      | Warrant Article                       |
| <b>TOTAL WARRANT</b>                                       | <b>\$74,700</b> |          |          |          |          |      |                                       |

# Town of Hampton, New Hampshire

## DEPARTMENT OF PUBLIC WORKS

### 2020-2025 CAPITAL IMPROVEMENT PLAN



Prepared By:

Chris Jacobs, PE - Director of Public Works  
Jennifer Hale, PE - Deputy Director of Public Works  
April 29, 2019

Date:

Contents:

- Streets and Roads
- Sidewalk Projects
- Sewer Main Projects
- Wastewater Treatment Plant Projects
- Drainage Collection Lines & Maintenance Projects
- Solid Waste Collection & Transportation Projects
- Public Works Buildings & Grounds Projects
- Vehicle Replacements

Capital Improvement Plan  
PROJECT EXPENDITURE SUMMARY

|   | 2020               | 2021               | 2022                | 2023               | 2024               | 2025                | Notes                  |
|---|--------------------|--------------------|---------------------|--------------------|--------------------|---------------------|------------------------|
| <b>Public Works Department CIP 2019-2024</b>  |                    |                    |                     |                    |                    |                     |                        |
| Streets and Roads   | \$711,700          | \$841,000          | \$957,730           | \$667,000          | \$871,500          | \$4,000,000         |                        |
| Sidewalk Project  | \$195,000          | \$250,000          | \$135,000           | \$200,000          | \$100,000          | \$330,000           |                        |
| Sewer Main Projects   | \$1,492,220        | \$851,810          | \$1,366,475         | \$713,000          | \$753,500          | \$450,000           |                        |
| Wastewater Treatment Plant Projects   | \$105,000          | \$100,000          | \$15,050,000        | \$100,000          | \$90,000           | \$15,050,000        |                        |
| Drainage Collection Lines & Maintenance Project   | \$168,000          | \$1,600,000        | \$364,055           | \$3,084,500        | \$475,000          | \$72,850            |                        |
| Solid Waste Collection & Transfer Station Projects  | \$90,000           | \$540,000          | \$191,000           | \$75,000           | \$40,000           | \$191,000           |                        |
| Public Works Buildings & Grounds Project  | \$85,000           | \$75,000           | \$500,000           | \$75,000           | \$50,000           | \$75,000            |                        |
| Vehicle/Equipment Replacement   | \$452,710          | \$446,730          | \$512,580           | \$463,930          | \$359,020          | \$394,320           |                        |
| <b>Total Estimated Costs</b>  | <b>\$3,299,630</b> | <b>\$4,704,540</b> | <b>\$19,076,840</b> | <b>\$5,378,430</b> | <b>\$2,739,020</b> |                     | <b>Updated 4-29-19</b> |
| Warrant Article Funding - Streets & Roads   | \$486,231          | \$721,231          | \$748,231           | \$667,231          | \$872,231          | \$316,231           |                        |
| Warrant Article Funding - Sidewalk Project  | \$195,000          | \$250,000          | \$135,000           | \$200,000          | \$100,000          | \$330,000           |                        |
| Warrant Article Funding - Sewer Main Projects   | \$1,230,220        | \$851,810          | \$1,057,420         | \$140,000          | \$200,000          | \$450,000           |                        |
| Warrant Article Funding - Wastewater Treatment Plant Projects                                   | \$0                | \$0                | \$15,000,000        | \$0                | \$60,000           | \$15,000,000        |                        |
| Warrant Article Funding - Drainage Collection Lines & Maintenance Project                       | \$153,000          | \$1,580,000        | \$283,000           | \$2,816,000        | \$0                | \$0                 |                        |
| Warrant Article Funding - Solid Waste Collection & Transfer Station Projects                    | \$90,000           | \$540,000          | \$191,000           | \$75,000           | \$40,000           | \$191,000           |                        |
| Warrant Article Funding - Public Works Buildings & Grounds Project                              | \$85,000           | \$75,000           | \$500,000           | \$75,000           | \$50,000           | \$75,000            |                        |
| Warrant Article Funding - Vehicle Replacement   | \$205,700          | \$200,020          | \$175,850           | \$216,350          | \$39,100           | \$110,000           |                        |
| <b>Total Warrants for Funding</b>   | <b>\$2,445,151</b> | <b>\$4,218,061</b> | <b>\$18,090,501</b> | <b>\$4,189,581</b> | <b>\$1,361,331</b> | <b>\$16,472,231</b> |                        |
| Capital Reserve Funding   | \$300,000          | \$300,000          | \$300,000           | \$300,000          | \$300,000          | \$300,000           |                        |
| <b>Total Capital Reserve for Funding</b>  | <b>\$300,000</b>   | <b>\$300,000</b>   | <b>\$300,000</b>    | <b>\$300,000</b>   | <b>\$300,000</b>   | <b>\$300,000</b>    |                        |
| <b>Sewer Access for Funding</b>   | <b>\$75,000</b>    | <b>\$70,000</b>    | <b>\$20,000</b>     | <b>\$70,000</b>    | <b>\$60,000</b>    | <b>\$30,000</b>     |                        |
| <b>DPW Budget Changes (Leases, increases to individual lines as indicated on detail sheets)</b> | <b>\$557,920</b>   | <b>\$672,395</b>   | <b>\$818,120</b>    | <b>\$728,970</b>   | <b>\$801,310</b>   | <b>\$984,320</b>    |                        |
| <b>Total Funding</b>  | <b>\$3,378,071</b> | <b>\$5,260,456</b> | <b>\$19,228,621</b> | <b>\$5,288,551</b> | <b>\$2,522,641</b> | <b>\$17,786,551</b> | <b>Updated 4-29-19</b> |

Capital Improvement Plan  
PROJECT EXPENDITURE SUMMARY

| Streets and Roads   | 2020      | 2021      | 2022      | 2023        | 2024        | 2025        | Funding                                       |
|---|-----------|-----------|-----------|-------------|-------------|-------------|---|
| Crack sealing various roads   | \$40,000  | \$40,000  | \$40,000  | \$40,000    | \$40,000    | \$40,000    | State Highway Grant Funds & Warrant Article   |
| Elaine Street (RSR 47)*   | \$76,000  |           |           |             |             |             | State Highway Grant Funds & Warrant Article   |
| Richard Street (RSR 50)   | \$69,200  |           |           |             |             |             | State Highway Grant Funds & Warrant Article   |
| Locke Road (RSR 65)*  | \$226,000 |           |           |             |             |             | Warrant Article - Locke Road Improvements     |
| Moulton Road (RSR 47)*  |           | \$121,000 |           |             |             |             | Warrant Article - Moulton Road Improvements   |
| High Street - Lafayette Road to Moulton (RSR 69)*                   |           |           | \$210,000 |             |             |             | Warrant Article - High Street Improvements    |
| High Street- Moulton to Hedman & Hedman to Mill Pond Ln.*           |           |           |           | \$353,000   |             |             | Warrant Article - High Street Improvements    |
| Winnacunnet Road Repairs - Lafayette Rd. to Mill Rd                 |           |           |           |             | \$585,000   |             | Warrant Article - Winnacunnet Rd Improvements |
| <b>Misc Roadways in need of Repair - Also Requires Utility Imp.</b> |           |           |           |             |             |             |   |
| I&I Roadway Pavement Projects                                       | \$180,000 | \$180,000 | \$290,000 |             |             |             | State Highway Grant Funds & Warrant Article   |
| St. Cyr Drive (RSR 62)  | \$120,500 |           |           |             |             |             | State Highway Grant Funds & Warrant Article   |
| Timber Swamp Road (RSR 69)  |           | \$500,000 |           |             |             |             | State Highway Grant Funds & Warrant Article   |
| Janvrin Road (RSR 42)   |           |           | \$60,000  |             |             |             | State Highway Grant Funds & Warrant Article   |
| Hedman Street (RSR 48)*   |           |           | \$122,000 |             |             |             | State Highway Grant Funds & Warrant Article   |
| Bradstreet Road (RSR 42)  |           |           | \$82,000  |             |             |             | State Highway Grant Funds & Warrant Article   |
| Barbour Road (RSR 77)   |           |           | \$153,730 |             |             |             | State Highway Grant Funds & Warrant Article   |
| Ross Avenue (RSR 41)*   |           |           |           | \$174,000   |             |             | State Highway Grant Funds & Warrant Article   |
| Gill and Pearl Streets (RSR 70)                                     |           |           |           | \$100,000   |             |             | State Highway Grant Funds & Warrant Article   |
| Blake Lane *  |           |           |           |             | \$58,000    |             | State Highway Grant Funds & Warrant Article   |
| Higgins Lane*   |           |           |           |             | \$23,000    |             | State Highway Grant Funds & Warrant Article   |
| Milbern Avenue *  |           |           |           |             | \$130,000   |             | State Highway Grant Funds & Warrant Article   |
| Mace Road (Blake to Mill) *   |           |           |           |             | \$35,500    |             | State Highway Grant Funds & Warrant Article   |
| Exeter Road - full reconstruction (Drn & Sewer Included)            |           |           |           |             |             | \$4,000,000 | Warrant Article                               |
| <b>Total Estimated Costs</b>  | \$711,700 | \$841,000 | \$957,730 | \$667,000   | \$871,500   | \$4,000,000 | Updated 4-29-19                               |
| <b>* Indicates project that had sewer/drain completed first</b>     |           |           |           |             |             |             |   |
| Budget Line Funding   | \$0       | \$0       | \$0       | \$0         | \$0         | \$0         |   |
| Estimated Gas Tax- State Highway Grant Funds                        | \$316,231 | \$316,231 | \$316,231 | \$316,231   | \$316,231   | \$316,231   |   |
| Supplemental State Highway Warrant Article Funding                  | \$170,000 | \$405,000 | \$432,000 | \$351,000   | \$556,000   | \$0         |   |
| Warrant Articles  | \$226,000 | \$121,000 | \$210,000 | \$353,000   | \$585,000   | \$4,000,000 |   |
| <b>Total Funding Requested</b>                                      | \$712,231 | \$842,231 | \$958,231 | \$1,020,231 | \$1,457,231 | \$4,316,231 |   |
| Capital Reserve Fund Balance (Prior to use)                         | \$300,000 | \$600,000 | \$900,000 | \$1,200,000 | \$1,500,000 | \$1,800,000 |   |
| Addition to Capital Reserve Fund Yearly                             | \$300,000 | \$300,000 | \$300,000 | \$300,000   | \$300,000   | \$300,000   | Warrant Article                               |

Notes:

RSR - Road Surface Rating -0 -100 (New)

H:\Roads\Resurfacing\Road Improvement Planning & H:\Roads\Resurfacing\Infrastructure Estimates

| Sidewalk Project                                       | 2020             | 2021             | 2022             | 2023             | 2024             | 2025             | Funding         |
|--|------------------|------------------|------------------|------------------|------------------|------------------|-----------------|
| High Street and Mill Road Intersection SRTS            | \$195,000        |                  |                  |                  |                  |                  | Warrant Article |
| SRTS Recommendations with SAU 90                       |                  | \$250,000        |                  |                  |                  |                  | Warrant Article |
| High Street - Lafayette Rd to Molton Rd. ADA/Repair*   |                  |                  | \$135,000        |                  |                  |                  | Warrant Article |
| High Street - Moulton Rd to Mill Pond Lane ADA/Repair* |                  |                  |                  | \$200,000        |                  |                  | Warrant Article |
| Winnacunnet Rd - Lafayette Rd. to Mill Rd. ADA/Repair* |                  |                  |                  |                  | \$100,000        |                  | Warrant Article |
| Brown Avenue Sidewalk Extension                        |                  |                  |                  |                  |                  | \$330,000        | Warrant Article |
| <b>Total Estimated Costs</b>                           | <b>\$195,000</b> | <b>\$250,000</b> | <b>\$135,000</b> | <b>\$200,000</b> | <b>\$100,000</b> | <b>\$330,000</b> |                 |
| Annual Budget Account                                  | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |                 |
| Warrant Article Funding                                | \$195,000        | \$250,000        | \$135,000        | \$200,000        | \$100,000        | \$330,000        |                 |
| <b>Total Funding Requested</b>                         | <b>\$195,000</b> | <b>\$250,000</b> | <b>\$135,000</b> | <b>\$200,000</b> | <b>\$100,000</b> | <b>\$330,000</b> |                 |

**\* Coordinates with Paving of Roadway Section**

Sidewalk priority and condition used in determination of future work.

(H:\DPW Inventory\Infrastructure Management\Sidewalk\Sidewalk Master)

Capital Improvement Plan  
PROJECT EXPENDITURE SUMMARY

| Sewer Main Projects                                  | Length | Dia | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | Notes  |
|--|--------|-----|-----------|-----------|-----------|-----------|-----------|-----------|--|
| Locke Road - vcp sewer main                          | 2615   | 10  | \$412,000 |           |           |           |           |           | Warrant Article - Locke Rd Improvements          |
| Elaine Street - vcp sewer                            | 1015   | 8   | \$156,000 |           |           |           |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Moulton Road - vcp sewer main                        | 1995   | 8   |           | \$345,000 |           |           |           |           | Warrant Article - Moulton Rd Improvements        |
| High Street - Lafayette Rd to Moulton Rd vcp sewer   | 2000   | 8   |           |           | \$302,000 |           |           |           | Warrant Article - High Street Improvements       |
| High Street - Moulton Rd - Mill Pond Ln vcp sewer    | 1600   | 8   |           |           |           | \$140,000 | \$200,000 |           | Warrant Article - High Street Improvements       |
| Winnacunnet Road Repairs - Lafayette Rd. to Mill Rd. | 1750   | 8   |           |           |           |           |           |           | Warrant Article - Winnacunnet Rd Improvements    |
| Winnacunnet Road Repairs - Mill Rd. Wentworth Ave.   | 2450   | 8   |           |           |           |           |           | \$300,000 | Warrant Article - Winnacunnet Rd Improvements    |
| Janvrin Road - vcp sewer mains                       | 480    | 8   |           |           | \$66,055  |           |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Hedman Street - vcp sewer mains                      | 760    | 8   |           |           | \$118,000 |           |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Bradstreet Road - vcp sewer mains                    | 856    | 8   |           |           | \$125,000 |           |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Ross Avenue - vcp sewer                              | 560    | 8   |           |           |           | \$111,000 |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Charles Street - vcp sewer                           | 426    | 8   |           |           |           | \$97,000  |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Gill and Pearl Street - vcp sewer                    | 735    | 8   |           |           |           | \$215,000 |           |           | Annual Budget Account (w/Warrant Article Paving) |
| Mace Road (Blake to Mill) - vcp sewer mains          | 288    | 8   |           |           |           |           | \$50,500  |           | Annual Budget Account (w/Warrant Article Paving) |
| Blake Lane   | 765    | 8   |           |           |           |           | \$128,000 |           | Annual Budget Account (w/Warrant Article Paving) |
| Higgins Lane   | 280    | 8   |           |           |           |           | \$60,000  |           | Annual Budget Account (w/Warrant Article Paving) |
| Milbern Ave  | 1215   | 8   |           |           |           |           | \$165,000 |           | Annual Budget Account (w/Warrant Article Paving) |
| <b>Total Estimated Costs: Sewer Main Projects</b>    |        |     | \$568,000 | \$345,000 | \$611,055 | \$563,000 | \$603,500 | \$300,000 | <b>Updated 4-29-19</b>                           |

| Inflow and Infiltration Projects (Trench Repair Only) | Length | Dia   | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | Notes           |
|---|--------|-------|-----------|-----------|-----------|-----------|-----------|-----------|-----------------|
| Harris Avenue (vcp)                                   | 850    | 8     | \$262,000 |           |           |           |           |           | Warrant Article |
| Fellows Avenue (vcp)                                  | 480    | 8     | \$149,070 |           |           |           |           |           | Warrant Article |
| Nudd Avenue - (vcp)                                   | 1245   | 8     | \$338,250 |           |           |           |           |           | Warrant Article |
| Kentville Terrace (vcp)                               | 715    | 6 & 8 | \$174,900 |           |           |           |           |           | Warrant Article |
| Manchester Avenue (vcp)                               | 490    | 8     |           | \$142,540 |           |           |           |           | Warrant Article |
| Hobson Avenue - west (vcp)                            | 320    | 8     |           | \$101,250 |           |           |           |           | Warrant Article |
| Riverview Terrace - vcp sewer                         | 390    | 8     |           | \$125,470 |           |           |           |           | Warrant Article |
| Johnson Avenue - vcp sewer                            | 465    | 8     |           | \$137,550 |           |           |           |           | Warrant Article |
| Page Lane (vcp)                                       | 185    | 6     |           |           | \$61,090  |           |           |           | Warrant Article |
| Wall Street (vcp)                                     | 210    | 6     |           |           | \$67,580  |           |           |           | Warrant Article |
| Bittersweet Lane (vcp)                                | 210    | 6     |           |           | \$67,940  |           |           |           | Warrant Article |
| Diane Lane (vcp)                                      | 220    | 6     |           |           | \$70,400  |           |           |           | Warrant Article |
| Jo-Ann Lane (vcp)                                     | 215    | 6     |           |           | \$68,860  |           |           |           | Warrant Article |
| Susan Lane (vcp)                                      | 225    | 6     |           |           | \$75,000  |           |           |           | Warrant Article |
| Battcock Lane (vcp)                                   | 695    | 8     |           |           | \$204,670 |           |           |           | Warrant Article |
| Jones Avenue (vcp)                                    | 454    | 6     |           |           | \$139,880 |           |           |           | Warrant Article |
| Continued Improvements                                |        |       |           |           |           | \$150,000 | \$150,000 | \$150,000 | Warrant Article |
| <b>Total Estimated Costs: I &amp; I Projects</b>      |        |       | \$924,220 | \$506,810 | \$755,420 | \$150,000 | \$150,000 | \$150,000 |                 |

| Total Projects (Sewer Main and I&I)            | Length | Dia | 2020        | 2021        | 2022        | 2023      | 2024      | 2025      | Notes |
|--|--------|-----|-------------|-------------|-------------|-----------|-----------|-----------|-------|
| <b>Total Projects (Sewer Main and I&amp;I)</b> |        |     | \$1,492,220 | \$851,810   | \$1,366,475 | \$713,000 | \$753,500 | \$450,000 |       |
| Annual Budget Account Sewer Line Maintenance** |        |     | \$270,000   | \$290,000   | \$320,000   | \$320,000 | \$320,000 | \$320,000 |       |
| Warrant Article Funding                        |        |     | \$1,230,220 | \$851,810   | \$1,057,420 | \$140,000 | \$200,000 | \$450,000 |       |
| <b>Total Funding Requested</b>                 |        |     | \$1,500,220 | \$1,141,810 | \$1,377,420 | \$460,000 | \$520,000 | \$770,000 |       |

\*\*Sewer Line Maintenance Budget line increases \$30,000 each year to 2022 to match need

Capital Improvement Plan  
PROJECT EXPENDITURE SUMMARY

| Wastewater Treatment Plant Projects                | 2020             | 2021             | 2022                | 2023             | 2024             | 2025                | Notes                  |
|--|------------------|------------------|---------------------|------------------|------------------|---------------------|------------------------|
| Upgrade Motors and Pumps @ Merrill PS              | \$75,000         |                  |                     |                  |                  |                     | Sewer Access Fee Acct. |
| Replace Generator at Highlands PS (Falcone Circle) |                  | \$60,000         |                     |                  |                  |                     | Sewer Access Fee Acct. |
| Replace 2nd Winnacunnet PS VFD                     |                  | \$10,000         |                     |                  |                  |                     | Sewer Access Fee Acct. |
| Phase 2 - Waste Water Improvements                 |                  |                  | \$15,000,000        |                  |                  |                     | Warrant Article        |
| Winnacunnet Forecmain Maintenance                  |                  |                  | \$20,000            |                  |                  |                     | Sewer Access Fee Acct. |
| Stainless Steel Roll Off Container                 |                  |                  |                     | \$60,000         |                  |                     | Sewer Access Fee Acct. |
| Upgrade Mission Units at all Pump Stations         |                  |                  |                     | \$10,000         |                  |                     | Sewer Access Fee Acct. |
| Replace Generator at High Street East PS           |                  |                  |                     |                  | \$60,000         |                     | Sewer Access Fee Acct. |
| Phase 3 - Waste Water Improvements                 |                  |                  |                     |                  |                  |                     | Sewer Access Fee Acct. |
| High Street East Pump Station Maintenance          |                  |                  |                     |                  |                  | \$15,000,000        | Warrant Article        |
| Pump Station Grease Maintenance                    | \$30,000         | \$30,000         | \$30,000            | \$30,000         | \$30,000         | \$20,000            | Sewer Access Fee Acct. |
| <b>Total Estimated Costs</b>                       | <b>\$105,000</b> | <b>\$100,000</b> | <b>\$15,050,000</b> | <b>\$100,000</b> | <b>\$90,000</b>  | <b>\$15,050,000</b> | <b>Updated 4-29-19</b> |
| Annual Budget Account for WWTP Grease Disposal     | \$30,000         | \$30,000         | \$30,000            | \$30,000         | \$30,000         | \$30,000            |                        |
| Warrant Article Funding                            | \$0              | \$0              | \$15,000,000        | \$0              | \$60,000         | \$15,000,000        |                        |
| Sewer Access Account                               | \$75,000         | \$70,000         | \$20,000            | \$70,000         | \$60,000         | \$30,000            |                        |
| <b>Total Funding Requested</b>                     | <b>\$105,000</b> | <b>\$100,000</b> | <b>\$15,050,000</b> | <b>\$30,000</b>  | <b>\$150,000</b> | <b>\$15,060,000</b> |                        |

\*Account line 026-43212-5400

| Drainage Collection Lines & Maintenance Project                           | 2020             | 2021               | 2022             | 2023               | 2024             | 2025             | Notes   |
|---|------------------|--------------------|------------------|--------------------|------------------|------------------|---|
| Locke Road  | \$153,000        |                    |                  |                    |                  |                  | Warrant Article - Locke Road Improvements     |
| Moulton Road  |                  | \$80,000           |                  |                    |                  |                  | Warrant Article - Moulton Road Improvements   |
| Meadow Pond Flooding Mitigation   |                  | \$1,500,000        |                  |                    |                  |                  | Warrant Article - Flooding Mitigation         |
| High Street - Lafayette Road to Moulton                                   |                  |                    | \$283,000        |                    |                  |                  | Warrant Article - High Street Improvements    |
| High Street- Moulton to Hedman & Hedman to MillPond Ln.                   |                  |                    |                  | \$316,000          |                  |                  | Warrant Article - High Street Improvements    |
| Bicentennial Wall Reconstruction  |                  |                    |                  | \$2,500,000        |                  |                  | Warrant Article                               |
| Winnacunnet Road Repairs - Lafayette Rd. to Mill Rd.                      |                  |                    | \$42,405         |                    | \$315,000        |                  | Warrant Article - Winnacunnet Rd Improvements |
| Barbour Road (finish drainage project)                                    |                  |                    |                  | \$57,500           |                  |                  | Annual Budget Account                         |
| Misc Improvements (Jo-Ann Ave/ Rings Terrace)                             |                  |                    | \$13,650         |                    |                  |                  | Warrant Article                               |
| Misc Improvements (Holly/Tucker)  |                  |                    |                  | \$111,000          |                  |                  | Annual Budget Account                         |
| Misc Improvements (Scott Road/Outlet)                                     |                  |                    |                  | \$75,000           |                  |                  | Warrant Article                               |
| West Side Town Outfalls   |                  |                    |                  |                    | \$135,000        |                  | Annual Budget Account                         |
| Replace culverts at Grist Mill (2-36") and clean outfalls along Mill Pond |                  |                    |                  |                    |                  |                  | Annual Budget Account                         |
| Langdale Drive - replace metal culverts (12" and 24")                     |                  |                    |                  |                    |                  | \$47,850         | Annual Budget Account                         |
| Misc Improvements (CCTV and Slip Lining)                                  | \$15,000         | \$20,000           | \$25,000         | \$25,000           | \$25,000         | \$25,000         | Annual Budget Account                         |
| <b>Total Estimated Costs</b>  | <b>\$168,000</b> | <b>\$1,600,000</b> | <b>\$364,055</b> | <b>\$3,084,500</b> | <b>\$475,000</b> | <b>\$72,850</b>  |   |
| <b>Annual Budget Account**</b>  | <b>\$65,910</b>  | <b>\$85,685</b>    | <b>\$111,390</b> | <b>\$111,390</b>   | <b>\$111,390</b> | <b>\$330,000</b> |   |
| <b>Proposed Warrant Article Funding</b>                                   | <b>\$153,000</b> | <b>\$1,580,000</b> | <b>\$283,000</b> | <b>\$2,816,000</b> | <b>\$315,000</b> | <b>\$0</b>       |   |

PROJECT EXPENDITURE SUMMARY

|  | 2020            | 2021             | 2022             | 2023            | 2024            | 2025             | Notes                  |
|--|-----------------|------------------|------------------|-----------------|-----------------|------------------|------------------------|
| <b>Solid Waste Collection &amp; Transfer Station</b> |                 |                  |                  |                 |                 |                  |                        |
| Materials Removal                                    | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Budget                 |
| Transfer Station Imp. Feasibility/Immediate Need     | \$50,000        |                  |                  |                 |                 |                  | Warrant Article        |
| Transfer Station Building/Yard Imp. Part 2           |                 | \$500,000        |                  |                 |                 |                  | Warrant Article        |
| Compactor Replacement 2                              |                 |                  | \$60,000         |                 |                 |                  | Warrant Article        |
| Scale/ Scale House Update                            |                 |                  |                  | \$35,000        |                 |                  | Warrant Article        |
| Ejection Trailer                                     |                 |                  | \$91,000         |                 |                 | \$91,000         | Warrant Article        |
| Compactor Replacement 3                              |                 |                  |                  |                 |                 | \$60,000         | Warrant Article        |
| Household Hazardous Collection Day                   | \$20,000        | \$20,000         | \$20,000         | \$20,000        | \$20,000        | \$20,000         | Warrant Article        |
| <b>Total Estimated Costs</b>                         | <b>\$90,000</b> | <b>\$540,000</b> | <b>\$191,000</b> | <b>\$75,000</b> | <b>\$40,000</b> | <b>\$191,000</b> | <b>Updated 4-29-19</b> |
| <b>Annual Budget Account</b>                         | <b>\$20,000</b> | <b>\$20,000</b>  | <b>\$20,000</b>  | <b>\$20,000</b> | <b>\$20,000</b> | <b>\$20,000</b>  |                        |
| <b>Warrant Article Funding</b>                       | <b>\$70,000</b> | <b>\$520,000</b> | <b>\$80,000</b>  | <b>\$55,000</b> | <b>\$20,000</b> | <b>\$80,000</b>  |                        |
| <b>Total Funding Requested</b>                       | <b>\$90,000</b> | <b>\$540,000</b> | <b>\$100,000</b> | <b>\$75,000</b> | <b>\$40,000</b> | <b>\$100,000</b> |                        |

PROJECT EXPENDITURE SUMMARY

| Public Works Buildings & Grounds Project    | 2020            | 2021            | 2022             | 2023            | 2024            | 2025            | Notes           |
|---|-----------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|
| Interior Building Renovations*              | \$85,000        |                 |                  |                 |                 |                 | Warrant Article |
| Modifications to Shed/ Storage              |                 | \$75,000        |                  |                 |                 |                 | Warrant Article |
| Sewer and Drain Building (Garage Expansion) |                 |                 | \$500,000        |                 |                 |                 | Warrant Article |
| Yard Paving - Materials Storage- Signage    |                 |                 |                  | \$75,000        |                 |                 | Warrant Article |
| Roof and Exterior Improvements              |                 |                 |                  |                 | \$50,000        |                 | Warrant Article |
| Window/Door Replacements                    |                 |                 |                  |                 |                 | \$75,000        | Warrant Article |
| <b>Total Estimated Costs</b>                | <b>\$85,000</b> | <b>\$75,000</b> | <b>\$500,000</b> | <b>\$75,000</b> | <b>\$50,000</b> | <b>\$75,000</b> | Updated 4-29-19 |

\*Includes ventilation improvements

Capital Improvement Plan  
PROJECT EXPENDITURE SUMMARY

| Vehicle/Equipment Replacement                                    | 2020             | 2021             | 2022             | 2023             | 2024             | 2025             | Notes                                 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|---------------------------------------|
| New Unit 90(A) - Mack LR42R- Sidearm ('18 Warrant)               | \$65,000         | \$65,000         | \$65,000         |                  |                  |                  | Budget (Lease to Own)                 |
| New Unit 91(A)_ Mack LR42R- Sidearm ('18 Warrant)                | \$65,000         | \$65,000         | \$65,000         |                  |                  |                  | Budget (Lease to Own)                 |
| New Unit 40(A) - ('19' Warrant)                                  | \$42,010         | \$42,010         | \$42,010         | \$42,010         |                  |                  | Budget (Lease to Own)                 |
| Unit 92- 201.1 Inter7400 Sidearm Packer (Replace w/ 2 arms)      | \$74,700         | \$74,700         | \$74,700         | \$74,700         | \$74,700         |                  | Warrant Article/Budget (Lease to Own) |
| Unit 7 - 2007 3/4 ton truck with plow                            | \$37,000         |                  |                  |                  |                  |                  | Warrant Article                       |
| Unit 29 - 2004 3/4 ton truck with plow                           | \$37,000         |                  |                  |                  |                  |                  | Warrant Article                       |
| Unit 11 - 2003 3/4 ton truci with plow                           | \$37,000         |                  |                  |                  |                  |                  | Warrant Article                       |
| Unit 122 - 1997 Hot Box  | \$20,000         |                  |                  |                  |                  |                  | Warrant Article                       |
| Unit 62 - 2006 Caterpillar 430E Backhoe                          |                  | \$110,000        |                  |                  |                  |                  | Warrant Article                       |
| Unit 73 - 1997 Loader  |                  |                  | \$135,000        |                  |                  |                  | Warrant Article                       |
| Unit 41 - 1997 International 6 wheel dump truck w/ plow and wing |                  | \$45,010         | \$45,010         | \$45,010         | \$45,010         | \$45,010         | Warrant Article/Budget (Lease to Own) |
| Unit 43 - 2001 Freightliner 6 wheel dump truck w/ plow and wing  |                  | \$45,010         | \$45,010         | \$45,010         | \$45,010         | \$45,010         | Warrant Article/Budget (Lease to Own) |
| Unit 93 - 2006 Rear loaded refuse packer truck                   |                  |                  | \$40,850         | \$40,850         | \$40,850         | \$40,850         | Warrant Article/Budget (Lease to Own) |
| Unit 96 - 2007 Rear loaded refuse packer truck                   |                  |                  |                  | \$40,850         | \$40,850         | \$40,850         | Warrant Article/Budget (Lease to Own) |
| Unit 61- 2006 Chevrolet Vac Truck                                |                  |                  |                  | \$73,500         | \$73,500         | \$73,500         | Warrant Article/Budget (Lease to Own) |
| Unit 31 - 2004 1 ton truck with plow and wing                    |                  |                  |                  | \$60,000         |                  |                  | Warrant Article                       |
| Unit 22 - 2008 3/4 ton truck with plow                           |                  |                  |                  | \$42,000         | \$39,100         | \$39,100         | Warrant Article                       |
| Unit 99 - Sweeper  |                  |                  |                  |                  |                  |                  | Warrant Article/Budget (Lease to Own) |
| Unit 65-Caterpillar 430D Backhoe                                 |                  |                  |                  |                  |                  | \$110,000        | Warrant Article                       |
| Sewer Camera System  | \$75,000         |                  |                  |                  |                  |                  | Warrant Article - S&D Equipment       |
| 4" Trailer Pump  |                  | \$52,000         |                  |                  |                  |                  | Warrant Article - S&D Equipment       |
| <b>Total Estimated Costs</b>                                     | <b>\$452,710</b> | <b>\$446,730</b> | <b>\$512,580</b> | <b>\$463,930</b> | <b>\$359,020</b> | <b>\$394,320</b> | <b>Updated 4-29-19</b>                |
| Annual Budget Account  | \$172,010        | \$246,710        | \$336,730        | \$247,580        | \$319,920        | \$284,320        |                                       |
| Warrant Article Funding  | \$205,700        | \$200,020        | \$175,850        | \$216,350        | \$39,100         | \$110,000        |                                       |
| <b>Total Funding Requested</b>                                   | <b>\$377,710</b> | <b>\$446,730</b> | <b>\$512,580</b> | <b>\$463,930</b> | <b>\$359,020</b> | <b>\$394,320</b> |                                       |

*Town of Hampton*



**PARKS AND RECREATION**

**DEPARTMENT**

University of New Hampshire  
College of Health and Human Services  
Department of Recreation Management and Policy  
Community Planning and Research Collaborative (CPARC)

## **Hampton (NH) Parks and Recreation Needs Assessment Study**

Proposal Submitted To:

Rene Boudreau  
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100 Winnacunnet Road  
Hampton, NH 03842

March, 2019

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Estimated Period of Performance: 05/01/19 – 8/31/19

## Study Overview

The Hampton (NH) Parks and Recreation Department is a multifaceted parks and recreation department serving more than 15,000 residents of the town of Hampton and surrounding areas. The department manages a wide-range of natural and built facilities used for passive and active recreation. For example, the department manages a variety of parks, natural areas, trails, playgrounds, and athletic fields. The department also provides diverse, multi-generational program offerings, including trips, afterschool programming, summer camps, sports, and special events. Programs are offered in a variety of locations, and the department partners with local schools and other community organizations to provide recreation services to residents.

Successful park and recreation agencies must keep up with the demands of their community and make every effort to tailor their services to meet community needs (National Recreation and Park Association, 2016). Engaging the public through a formal needs assessment process provides valuable information that agencies can use to drive future planning efforts. Obtaining input from the public on their wants, needs, and priorities helps to ensure that citizen voices are incorporated into facility and program development, and keep the public well-informed of agency decision-making.

The proposed needs assessment study will be undertaken by a project team with the University of New Hampshire's Community Planning and Research Collaborative (CPARC), led by Bob Barcelona, Ph.D. and Matt Frye, CTRS/L. The purpose of the proposed study is to determine the current and future recreation facility and program needs in Hampton by engaging citizens in public input sessions, conducting a benchmarking study of peer/comparison communities, and implementing a city-wide needs assessment survey. The data elicited through this study will assist the town of Hampton's Parks and Recreation Department with future facility and program planning efforts. The UNH project team has expertise in community planning and parks and recreation administration, and team members have conducted similar community recreation planning studies in Maine, Massachusetts, New Hampshire, Vermont, and South Carolina.

## Study Objectives and Tasks

The proposed study seeks to identify the recreation facility and program wants, needs, and priorities of Hampton residents, and to assess the degree to which existing facilities and current programs are meeting the recreation needs of Hampton residents. Drawing on existing research, the proposed project will also identify trends in recreation facility design, programs, and operations. Specifically, the study will undertake the following tasks and activities:

1. ***Background Research and Level of Service Analysis.*** The project team will tour and observe current recreation facilities, programs, and services to understand current department operations and offerings. The team will review department and city short- and long-range recreation planning efforts that are related to the project. The team will also review and analyze department program registrations and facility usage patterns to understand key areas of need, as well as to understand where facilities are over- or under-utilized, or where programs may be under- or over-enrolled. The team will also conduct a benchmarking study

related to recreation space with peer communities, and will provide updated comparison information related to indoor facility square footage, activity spaces, staffing levels, capital costs, operational costs, and cost-recovery potential. Finally, the team will conduct a review of the literature relating to trends in indoor recreation facility space design and utilization, as well as trends in recreation and community programming.

2. ***Meetings with Key Staff.*** The project team will engage in at least 3 meetings with designated parks and recreation staff to discuss the project process, to obtain needed documents and information, tour existing facilities, verify the accuracy of information collected, and clarify project questions. Meetings will be scheduled approximately at the beginning, middle, and end of the project process.
3. ***Focus Groups/Input Sessions.*** The project team will conduct approximately 10-12 focus groups with department stakeholders. Parks and Recreation staff will identify key stakeholders to populate these focus groups, and will schedule the focus groups based on an agreed upon timeline. The UNH project team will facilitate all focus groups. Groups will generally consist of between 6-12 stakeholders representing various recreation special interest groups. Examples of stakeholder groups include youth sport organization leaders, adult recreation participants, parents of youth participants, seniors, organizational partners, volunteers/staff, outdoor recreation/conservation/trails users, etc. Focus groups will be scheduled for 60 minutes each. Individual interviews with key decision makers may be scheduled if needed or when an individual interview would be deemed appropriate. In addition to focus groups, one (1) public input session may be scheduled at a location to be determined. The public input session is open to the general community - the session can accommodate approximately 100 citizens and will last approximately 90 minutes. Parks and Recreation staff will schedule, promote, and assist at these sessions, and the UNH project team will lead and facilitate. Session activities will include both polling on facility and program priorities, as well as small group/table work to identify shared facility and program needs.
4. ***Conduct Online Survey.*** A city-wide online household survey will be launched by the project team to determine recreation program and facility needs, priorities, and service gaps. Paper copies of the survey will be made available for citizens who do not have online access. Paper copies of the survey may be distributed via the public library, in the town's municipal building, or in other strategic locations around town. Parks and Recreation staff will provide input to the UNH project team on survey design, and will assist in survey distribution. The UNH project team will be responsible for managing and analyzing survey data. Raw data will be made available to the Parks, Recreation, and Facilities Department at the end of the project.
5. ***Final Report and Presentation.*** The UNH project team will develop a final written report with recommendations. In addition to a set of summary recommendations, the written report will include all sources of data collected throughout the project, including benchmarking data, focus group themes, public forum data, and quantitative and open-ended survey data. A draft of the report will be sent to designated Parks and Recreation staff for feedback, and a

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final report will be delivered upon completion of the project. A public presentation of the results to an appropriate audience will be delivered upon request.

To successfully undertake the tasks associated with this project, assistance from designated Parks, Recreation, and Facilities staff will be needed throughout the process. The following assistance will be needed from Parks, Recreation and Facility staff:

1. Provide all background information requested and deemed appropriate for project team to review.
2. Review and provide input on all survey instruments, focus group activities, and other data collection tools as requested by the UNH project team.
3. Recruit, schedule, and promote focus group and public input session participants based on the agreed-upon timeline.
4. Be present and assist at the public input forum (if applicable).
5. Provide contact information/roster of residents as requested for the needs assessment survey and provide opportunities for residents to pick up and complete paper versions of the survey at select town locations.
6. Provide refreshments for focus group/interview sessions and large public input sessions, if possible.

**Potential Project Timeline** (project timeline is subject to agreed-upon start date; projects generally take 4-6 months from initiation to completion)

|                    |  |
|--------------------|--|
| April-May, 2019:   | Project preparation; Background research; Key staff meeting #1       |
| May 2019:          | Facility tours and observations; Focus group meetings (10-12)        |
| May 2019:          | Public input session (if applicable); Survey development             |
| June 2019:         | Online and paper surveys launched; Key Staff Meeting #2              |
| July-August, 2019: | Data analysis; Report writing  |
| August 2019:       | Draft report delivered; Key staff meeting #3; Final report delivered |
| Fall 2019:         | Public presentation of results (date/time TBD)                       |

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**Study Costs**

| <u>Project Activities</u>   | <u>Descriptions</u>                               | <u>Total</u>    |
|-----------------------------|---|-----------------|
|                             |   |                 |
| Background Research         | Review previous studies                           |                 |
|                             | Facility tours and observations                   |                 |
|                             | Benchmarking                                      |                 |
|                             | Level of Service (LOS) analysis                   |                 |
|                             | <i>Subtotal (Background Research):</i>            | \$1,000         |
|                             |   |                 |
| Key Staff Meetings (3)      | Meetings with key staff                           |                 |
|                             | <i>Subtotal (Key Staff Meetings):</i>             | \$500           |
|                             |   |                 |
| Focus Groups (10-12)        | Focus group preparation and facilitation          |                 |
|                             | Focus group analysis                              |                 |
|                             | <i>Subtotal (Focus Groups):</i>                   | \$2,500         |
|                             |   |                 |
| Public Input Session (1)    | Public input preparation                          |                 |
|                             | Public input leadership/facilitation              |                 |
|                             | Public input analysis                             |                 |
|                             | <i>Subtotal (Public Input Session):</i>           | \$2,500         |
|                             |   |                 |
| Online/Paper Survey         | Survey development                                |                 |
|                             | Survey data preparation and analysis              |                 |
|                             | <i>Subtotal (Online/Paper Survey):</i>            | \$1,000         |
|                             |   |                 |
| Project Report/Presentation | Writing draft report (30 hours)                   |                 |
|                             | Preparing/delivering final presentation (4 hours) |                 |
|                             | <i>Subtotal (Project Report/Presentation):</i>    | \$2,500         |
|                             |   |                 |
|                             | <b>Total:</b>                                     | <b>\$10,000</b> |

*Rates for all activities take into account staff time, travel, supplies, and materials.*

*UNH Department of Recreation Management and Policy*

**Address:**

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**Principal Investigator:** Bob Barcelona, Ph.D. (Associate Professor and Department Chair) - (603) 862-5345; [bob.barcelona@unh.edu](mailto:bob.barcelona@unh.edu)

**Co-Principal Investigator:** Matt Frye, M.S., CTRS/L (Clinical Assistant Professor) – (603) 862-6173; [Matt.Frye@unh.edu](mailto:Matt.Frye@unh.edu)

**Qualifications:** The Department of Recreation Management and Policy at UNH is a fully-accredited academic department through the Council on Accreditation of Parks, Recreation, Tourism and Related Professions. The Department's 11 full-time faculty provide education, research, and community outreach/consulting services in the areas of parks, recreation, tourism, sport and related areas. The Department currently enrolls approximately 275 undergraduate and approximately 20 graduate students. Department faculty provide expertise in the area of applied research designed to create solutions to real-world problems, and have professional experience in the parks and recreation profession. The project team assigned to this study has expertise in community planning and parks and recreation administration. Since 2010, team members have conducted more than 25 community planning and program evaluation studies in New England and throughout the country.

# *Town of Hampton*



## **BUILDING DEPARTMENT**

**BUILDING DEPARTMENT  
2020 VEHICLE REPLACEMENT REQUEST**

|   |                 |
|---|-----------------|
| <b>1. Chevrolet Colorado 2 wheel drive pickup truck</b> | <b>\$23,000</b> |
| <b>2-way radio on Town frequency</b>                    | <b>\$ 1,500</b> |
| <b>Total estimated cost</b>                             | <b>\$24,500</b> |