

CAPITAL IMPROVEMENT COMMITTEE	SEPTEMBER 11, 2019, 8:00 AM
TOWN OF HAMPTON FALLS	TOWN HALL

FINAL

PRESENT: T. Santora, Chairman, J. Ziolkowski, M. Allen, T. Franciosa, L. Brown-Kucharski, L. Gargiulo, Steve Carlson, L. Ruest, Town Administrator, K. Anderson, Secretary.

Chairman Santora reviewed the definition, procedures and rating categories of the Capital Improvement Plan. The proposed schedule is to complete the departmental reviews and ratings on September 18, 2019 with a presentation to the Planning Board on September 24, 2019 followed by the presentation to the Board of Selectmen on October 16, 2019 or November 6, 2019.

ELEMENTARY SCHOOL – presented by Nancy Tuttle, Finance Manager, SAU 21. Also present were Mark Lane, School Board and Alan Lajoie, Facilities Manager. Before beginning the CIP presentation N. Tuttle thanks all involved with the recent renovation project noted that it was completed on-time and under budget. All were invited to the Open House and Ribbon Cutting on September 22, 2019 at 5:00 PM.

As a result of \$400,000 budgeted for renovations in the 2018/2019 budget and savings on the bond project the School Board authorized the completion of many of the projects that have been on the CIP scheduled for upcoming years.

Estimated 2020-2021

PARKING REPAVING - \$125,000 This is the repaving of the existing front parking lot and change of asphalt sidewalk to a wider concrete sidewalk. Bids will be going out for the project in November and a 2020 Warrant Article is planned.

GYM BLEACHERS - \$15,000 Bids are out now for the replacement of the bleachers and the intent is to include the expense in the 2020 operating budget unless funds are determined to be available in the current budget.

ELECTRONIC SIGN - \$20,000 This is intended to be a 2020 operating budget item. The location of the sign has not been determined. J. Ziolkowski asked if there would be the opportunity for town related news be posted on the sign and if so it could be appropriate for some level of funding from the Town Communication Fund.

LED LIGHTING UPGRADE - \$20,000 This project is in the early stages of review and is being considered for a 2020 budget item as a bulb replacement project only at this amount. Research is continuing for fixture replacement of the fixtures in future years. There are rebates available that are being looked at. T. Santora asked if solar panels had been considered for the building. N. Tuttle said that other schools in the district have tried to fund solar panels and have not been successful.

2021-2022

REMOVE AND REPLACE GYM HVAC \$200,000 This would be a warrant article to remove the existing, non-functioning HVAC units in the gym and adding air exchanger/air conditioning equipment.

RENOVATE SCIENCE LAB \$70,000 This would renovate the science labs. The amount is a placeholder at this time. A consultant will look at the space and talk with the teachers regarding what they need. They will visit some other schools and determine the actual renovations.

REPOINT EXTERIOR BRICK \$75,000 This will clean, inspect and seal the exterior of the building.

2022-2023

CAPITAL IMPROVEMENT COMMITTEE	SEPTEMBER 11, 2019, 8:00 AM
TOWN OF HAMPTON FALLS	TOWN HALL

FINAL

CHANGE HEATING PNEUMATIC CONTROLS \$170,000 This is a project that has been discussed for years and with the addition of the individual heat pumps is less of a priority and has been moved to 2022-2023. L. Gargiulo noted that this type of system can result in utility savings.

ASBESTOS ABATEMENT AND FLOOR REPLACEMENT \$160,000 This will replace the flooring in three hallways and ten classrooms. Questions were asked regarding encapsulating the asbestos rather than removing it. The carpeted hallway has asbestos tile underneath and when removing the carpet it is likely that the tiles will not be stable enough to support new flooring. The tiles in the classrooms are loosening and need to be removed and replaced.

2023-2024

WINDOW REPLACEMENT \$300,000 This is replacement of the second floor windows in the 1974 and 1987 wings.

N. Tuttle was asked if the school anticipated any other warrant articles for 2020. She said that the Building Maintenance Fund has \$99,000 currently with the goal to have it at \$150,000. There will be a warrant article to add \$25,000 in each of the next two years. There will also be a warrant article for a union contract.

The project close out for the bond will be happening soon and it is anticipated that the bond interest of approximately \$68,000 will be turned back to offset the school appropriation.

T. Franciosa noted that the town will be looking at some concrete work at the fire station as well as some paving and it would be nice if there could be some synergy with the school projects for some potential cost savings.

T. Santora noted that a capital reserve fund could be helpful for the funding of the pneumatic control replacement, spreading the cost over 3-4 years. There are also 3 bonds that will be expiring in a few years and if large projects such as that could be delayed until then it would be more palatable.

Mark Lane emphasized the appreciation the students and staff feel for the renovations and noted that the spirit within the school is the unbelievably positive.

WINNACUNNET SCHOOL DISTRICT

2020-2021

HVAC CYCLE \$258,789 This is the scheduled work in accordance with the facility study. Bids will be going out and this is an annual warrant article.

ROOF MANAGEMENT PLAN \$60,000 This year the work may be part of the operating budget. It is for repairs to preserve work that has already been done.

INTERIOR LED LIGHTING \$50,000 This is an ongoing project with the replacement of light fixtures and the addition of motion sensors.

BLAIR FIELD \$10,000 This is the first year of a five year plan to top dress the field twice per year to raise elevation and eliminate the water problem that the field experiences.

2021/2022

CAPITAL IMPROVEMENT COMMITTEE	SEPTEMBER 11, 2019, 8:00 AM
TOWN OF HAMPTON FALLS	TOWN HALL

FINAL

HVAC CYCLE \$235,060

ROOF MANAGEMENT PLAN \$225,0000 Tech Ed Building

INTERIOR LED LIGHTING \$50,000

BLAIR FIELD \$10,000

2022-2023

HVAC CYCLE \$124,544

ROOF MANAGEMENT PLAN \$1.399,700 The entire main building is scheduled and may be phased in over additional years.

BLAIR FIELD \$10,000 This is the first year of a five year plan to top dress the field twice per year to raise elevation and eliminate the water problem that the field experiences.

2023-2024

HVAC CYCLE \$56,541 .

BLAIR FIELD \$10,000

2024-2025

ROOF MANAGEMENT PLAN \$60,000

REPAVE WARRIOR WAY \$90,000 This is the driveway exiting onto Winnacunnet Road and is part of the ongoing maintenance plan.

BLAIR FIELD \$10,000

HIGHWAY DEPARTMENT was presented by L. Ruest, Town Administrator.

HIGHWAY MAINTENANCE CAPITAL RESERVE FUND \$250,000 This is for the annual paving and reconstruction needs of the town and the amount will be offset by \$71,265 from the Highway Block Grant. After the current culvert repair expenses are paid there will be approximately \$30,000 remaining in this fund. Projects currently under consideration by the Board of Selectmen include King Street culvert, Curtis Road culvert and Surrey Lane paving. Concerns were raised by the committee about using the Axiomatic Study for the funding amount without a report from the Road Agent outlining the current conditions. L.Ruest noted that the funds are used for more than just road paving and the Board of Selectmen will set the priorities.

POLICE DEPARTMENT

Chief Robbie Dirsa and Lt. Ryan Venio presented the police department's CIP.

POLICE CRUISER CAPITAL RESERVE FUND \$23,000 This would be added to the capital reserve fund for the replacement of a cruiser following the established two year replacement cycle. The funds for a cruiser come from both the police detail fund and the capital reserve fund and the Chief anticipates that there will be a \$33,200 balance at the end of this year after the cruiser that is on order is delivered. The cost of the cruiser and all the associated equipment and installations will be \$71,330. The Chief was asked about the option of keeping the existing Crown Victoria and stated that while it would be nice to have a vehicle for details, this vehicle has had problems for years and should not be kept.

J. Ziolkowski asked the Chief to talk about the justification of a 2 year replacement cycle versus a 3 year cycle and the need for a 4 vehicles versus 3. Chief Dirsa said that the current Crown Vic has 118,000

CAPITAL IMPROVEMENT COMMITTEE	SEPTEMBER 11, 2019, 8:00 AM
TOWN OF HAMPTON FALLS	TOWN HALL

FINAL

miles, has been in service for 8 years and \$18,447.21 has been paid in maintenance costs over 8 years. The next vehicle to be replaced is an Explorer SUV with 77,387 miles has been in service for 6 years and has maintenance costs of \$14,249. With those numbers staying consistent between the models, he does not believe a 3-year replacement cycle will work. As the mileage increases, the maintenance costs increase. The 2016 SUV has been in service for 4 years, has 40,000 miles and maintenance costs have been \$3,123.92. Speaking to a reduction of the fleet, Chief Dirsa stated that it would not save any money, the same total amount of mileage would be put on the vehicles and he would anticipate having to replace vehicles sooner. Four vehicles allows the department to run efficiently and allows for a vehicle to be available for officers training, details and coverage for the town events as they continue to get larger. The insurance costs and current coverage was discussed and the Town Administrator is looking into the coverage level with the town's carrier Primex. L. Gargiulo asked why the equipment in the cruiser needed to be replaced with the purchase of a new cruiser. Chief Dirsa said that the cruisers being taken off line have been in service for 8 years and the computer, camera equipment and radios would be 8 years old as well.

REPLACE OLD RADIO EQUIPMENT \$25,000 The equipment to be replaced is currently being borrowed from Rockingham County and is used to communicate between Rockingham Dispatch and the officers. This is an important project for the safety of the officers and the mission of the department. The antenna would be on the roof of the Public Safety building. The current 2007 equipment is analog and this would be digital equipment that is compatible with the county. Chief Dirsa told the committee that he will be working with the Emergency Management Director to seek potential grant funds for the equipment as well.

COMPUTER SERVER \$13,000 This is to replace the data server in the station that is 5 years old. The Chief was asked if the new server for the cameras could accommodate the data needs and the response was that it could not, they were different systems. Use of the cloud for data storage was reviewed. S. Carlson noted that there are differences between remote storage and onsite storage when it comes to the transmission of data.

APPROVAL OF SEPTEMBER 12, 2018 MEETING MINUTES

MOTION: To approve the 9/12/18 minutes as written.

MOTION: L. BROWN-KUCHARSKI

SECOND: T. FRANCIOSA

VOTE: UNANIMOUS

T. Franciosa requested that the committee receive a memo from the Board of Selectmen with some detail on what the \$250,000 paving funds would be used for. L. Gargiulo said that the Board is currently looking at options for King Street's culvert that could be as high as \$175,000. L. Ruest said that crack sealing of the roads paved within the past three years is planned as well as repairs to Surrey Lane.

NEXT MEETING WILL BE SEPTEMBER 18, 2019

MOTION: To adjourn the meeting at 10:30 a.m.

MOTION: L. BROWN-KUCHARSKI

SECOND: S. CARLSON

UNANIMOUS