

DRAFT

CALL TO ORDER: C. Brown called the meeting to order at 8:00 a.m.

PRESENT: C. Brown, P. Robart, J. Ratigan, M. Kasprzak
Town Administrator E. Small, Administrative Assistant L. Ruest
NOT PRESENT: M. Caruso, Chairman

LIBRARY BUILDING - LIBRARY TRUSTEES

REPLACE ALL TRIM WITH LOW MAINTENANCE MATERIAL – ADJUSTED ESTIMATE?: No member of the Library Trustees was present. P. Robart reported that he viewed the issues identified as needing repair to the trim and reported that, in his opinion, not all trim needs to be replaced. He suggested that the work that is needed to be done could be done with available funds and that this information should be discussed with the Library Trustees.

FIRE DEPARTMENT – FIRE CHIEF J. M. LORD

MEZZANINE IN FIVE BAYS ABOVE WASHER/DRYER AREA: J. M. Lord reported that this item is the same as the one presented last year. There is a need for additional space at the Public Safety Building and the creation of this space will assist with storage of items such as cots and other emergency/storm equipment. J. M. Lord noted that the Fire Department is currently using storage racks placed in the middle of the bay.

It was also noted that this additional space will assist the Police Department with increased storage. J. M. Lord reviewed the specifics of the additional square footage of space resulting from construction of a mezzanine. C. Brown stated that this matter will be brought forth as one item, however, the Board of Selectmen may decide to split the cost between Fire and Police budgets.

REPLACE PAGERS – PART 2: J. M. Lord reported that this request continues the project to replace pagers with updated equipment. He noted that there has been a radio frequency change and there may be an opportunity to purchase pages as part of the mutual aid district. Doing so may result in a reduced cost.

CAPITAL RESERVE FUND FOR FIRE TRUCK – REDUCTION FROM \$50,000 TO \$25,000?: Discussion took place with regard to the \$50,000 requested and whether \$25,000 would be acceptable to J. M. Lord given the difficult economy. J. M. Lord stated he took M. Caruso's suggestion of dividing the cost of a new fire truck by a certain number of years. He stated that he was okay with reducing the request to \$25,000 for 2012. He emphasized that he would like to see money saved over time and indicated that in seven or eight years he will be looking to replace a fire truck. He also stated that needs will be evaluated at that time with regard to available water sources to determine if a new truck is warranted. Suggestion was made to set a request of \$25,000 for three of the six years and \$50,000 for the three later years of the six years.

AMBULANCE – FIRE CHIEF J. M. LORD

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PURCHASE A NEW AMBULANCE: J. M. Lord reported that the Town of Hampton Falls purchased a used ambulance from the Town of Seabrook in 2011. He stated that in approximately eight years, this vehicle will need to be replaced. He stated that this replacement is a long-term project and emphasized the importance of saving money over time.

In response to P. Robart, J. M. Lord reported that the Town has been lucky in obtaining two used ambulances over time; each that have been properly taken care of. He added that money is growing in the fire vehicle replacement fund but that a new, rather than used, ambulance would cost approximately \$100,000.

GOVERNMENT BUILDINGS – TOWN ADMINISTRATOR E. N. SMALL

CARNEY LAND NEXT TO THE MUNICIPAL COMPLEX: E. N. Small reported that the Board of Selectmen has been unable to speak with Mr. Carney with regard to its intent. Therefore, no action will take place on this matter this year. It was agreed to leave this item on the listing as an action item. Once an opportunity to review the Selectmen's plan has taken place, it is the intent to follow up with the owner with a written letter.

HIGHWAY – ROAD AGENT D. ROBINSON AND TOWN ADMINISTRATOR E. N. SMALL

HIGHWAY CAPITAL RESERVE FUND: Road Agent D. Robinson and R. McDermott were present. A \$55,000 CRF is proposed for 2012 for Highway Maintenance. E. N. Small explained that this is a portion of the anticipated block grant from the State of New Hampshire. The Committee acknowledged a \$77,500 bond payment due in 2012. It was noted that the plan is to continue with \$55,000 bonds each year through 2017 and also that the 2005 bond for road reconstruction will be exhausted in 2015.

Discussion took place with regard to the RSMS project recommendations for road improvements over 10 years totaling \$1,900,000. R. P. McDermott explained the manner in which this information was provided and noted that the Town would probably continue with funding as proposed. He stated that the results of the project identify small items such as crack sealing up to larger projects to replace roads. He stated that consideration has been given to complete work for larger roads in a number of portions.

C. Brown noted that the Town may be able to increase the annual amount from \$55,000 to a greater amount once the bond amount is no longer due.

CONSERVATION - CONSERVATION COMMISSION: E. N. Small reported that no projects have been requested from the Conservation Commission this year.

APPROVE MINUTES OF SEPT 21, 2011

MOTION: To accept the minutes of the September 21, 2011 meeting as written.

DRAFT

**MOTION: P. ROBART
SECOND: J. RATIGAN
UNANIMOUS**

PRIORITIZE CIP PROJECTS: The Committee reviewed the spreadsheet of projects, to include the school projects, and assigned priority of High, Medium, Low or Committed. E. N. Small will revise the spreadsheet for distribution to the Planning Board and Board of Selectmen.

PRESENTATION TO THE PLANNING BOARD – NOV 15 AND PRESENTATION TO THE BOARD OF SELECTMEN – NOV 16: P. Robart agreed to present the recommendations of the CIP Committee to the Board of Selectmen and Planning Board.

OTHER BUSINESS: No other business was discussed at this time. C. Brown thanked the Committee members for serving on the CIP Committee this year.

MOTION: To adjourn the meeting at 8:54 a.m.

**MOTION: J. RATIGAN
SECOND: P. ROBART
UNANIMOUS**