

Town of North Hampton
Capital Improvement Plan Committee
Minutes

Regular Meeting: July 14, 2017 – 8:00 A.M.
Executive Conference Room
North Hampton Town Offices
233 Atlantic Ave
North Hampton, NH

Nancy Monaghan, Presiding Officer, called the meeting to order at approximately 8:00 a.m.

The following people were also present:

Shep Kroner, Vice Chair, Citizen Representative
Laurel Pohl, Budget Committee Representative
James Sununu, School Board Representative
Kathleen Kilgore, Select Board Representative
Judy Day, Library Trustees Representative
Vicki Jones, Citizen Representative
Michael Tully, Fire Chief and Deputy Town Administrator
Cynthia Swank, Citizen Representative

Since Paul Apple was not in attendance Nancy Monaghan requested a volunteer to take the minutes of meeting. Kathleen Kilgore volunteered to take the minutes of the meeting.

Nancy Monaghan reviewed procedures for the meeting. There will be a 2-hour limit to the meeting as per a request from Paul Apple, taking in the consideration of Department Heads and their workday schedule requirements. The length of the meeting will be determined by the time needed for the presentation by the Department Head and committee members questions. If more than 2 hours are needed to cover a presentation, the presentation will be carried over to then next meeting. In support of the Town's Go Green initiative, there will be no paper minutes. A soft copy will be accessible copy of the draft minutes will be on the Town's website for review prior to the next meeting. The meeting's packet will be emailed by Paul Apple a week prior to the scheduled meeting, providing committee members ample time to review and prepared for the meeting.

This week's presentation: Fire & Rescue, Presented by Chief Michael Tully

Chief Tully reviewed projects from last year and gave a status update:

- Fire Gear Replacement Program
- Fire Department Forestry Vehicle
- SCBA Replacement
- Gear Extractor and Dryer

Chief Tully reviewed CIP Changes in the FY2018 CIP

- Engine 2 replacement moved back to 2021 (previously in 2020)
- Tank 3 moved back to 2028 for a refurbish date

Ladder 1

Chief Tully provided overview of the FD Capital Reserve Account and Ambulance Equipment Fund. During this overview, he explained the current policy and procedures for ambulance billing and collections.

The following additional information was requested by the committee for review. Chief Tully committed to sending this information after the meeting by email.

- Copy of Mutual Aid Agreement

- Detail charges for PD cruisers and FD utility truck

Cynthia Swank requested that Chief Tully send his report as single attachments via email and requested a picture of the Command Vehicle.

Committee discussed Select Board's recent discussion of adding a seat to CIP. This began because of the confusion whether there was an open seat. It was determined there wasn't. Select Board believes they have the authority to add seat. The committee then reviewed the detail of the last seat added to the committee. The seat, for a Library Trustee was added a couple of years ago by warrant article.

There was brief discussion on the consideration of adding a seat for Little Boars Head. The consensus of the committee was research needs to be done due the fact that LBH is its own district, they have their own Planning Board and Zoning Board, so maybe they should have their own CIP. Rye Beach and Hampton have similar districts, how do they handle CIP?

The committee discussed addressing the Select Board on the question on why is another seat needed. If the Select Board feels compelled to add a seat to the committee. It seat should be another Citizen Representative chosen the CIP committee and the seat should be added by a Warrant Article at the March vote.

The Committee considered the minutes of June 2, 2017. Two correction we identified and agreed to. James Sununu was added as present at the meeting and Cynthia Swanks served as presiding officer for the last three years. Nancy Monaghan moved to approve minutes with the suggested corrections. Kathleen Kilgore second the motion. There was no further discussion. The motion passed unanimously.

The meeting was adjourned by the presiding officer at 9:42 A.M.

Respectfully submitted,

Kathleen Kilgore