



**TOWN OF NORTH HAMPTON
CAPITAL IMPROVEMENT PLAN COMMITTEE
MINUTES**

REGULAR MEETING: SEPTEMBER 9, 2016 – 8.30 A.M.
EXECUTIVE CONFERENCE ROOM
NORTH HAMPTON TOWN OFFICES
233 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE

Cynthia Swank, the presiding officer, called the meeting to order at approximately 8.30 a.m. The following people were also present:

Nancy Monaghan, Planning Board Representative;
Anne Ambrogi, Budget Committee Representative;
James Sununu, School Board Representative;
Rick Stanton, Select Board Representative;
Shep Kroner, Select Board Citizen Representative;
Judy Day, Library Trustees Representative;
Vickie Jones, Budget Committee Representative (Designate);
and Paul Apple, the Town Administrator.

Cynthia Swank proposed an overview of the process for review of the tables summarizing the projects.

Judy Day reported that the Trustees had discussed proposed Library projects and the table was different. There was considerable discussion about how to identify and rank the Library projects.

The Committee agreed that its first priority would be to recommend the construction of a new library. However, if a new library were not constructed, then the Committee identified the following projects:

1. Windows
2. HVAC
 - a. Boiler
 - b. Ducts
3. Lights/Insulation/Ceiling Tiles
4. ADA Entrance/Bathrooms

The Committee also agreed, after some discussion, that the HVAC, Lights and ADA projects were essential to the building and/or library operation), whereas the windows were more discretionary.

Mr. Stanton proposed a ranking of the projects. The reasoning provided is that the lighting and insulation is a safety issue for fire fighters. In the event of a fire, the first responders might have to pull down the ceiling and since the lights are attached to the ceiling rather than to the building, the light fixtures would come down on top of them.

There was consensus that the safety issue with the lights should be addressed immediately. There was also agreement that the HVAC issues should be addressed immediately.

The question arose as to when to begin the projects. There was significant discussion. Mr. Sununu proposed that both HVAC (Boiler) and Lights be undertaken in FY 18, the ADA issues addressed in FY 19 and the HVAC (Ducts) in FY 20. No proposal was made regarding windows.

The Committee agreed to meet again on September 16 to continue the prioritization discussion.

The presiding officer declared the meeting adjourned at 9:34 a.m.

Respectfully submitted,

Paul L. Apple