



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

REGULAR MEETING: AUGUST 18, 2017 AT 8:00 A.M.
EXECUTIVE CONFERENCE ROOM
NORTH HAMPTON TOWN OFFICES
233 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE

Nancy Monaghan, the presiding officer, called the meeting to order at 8.00 a.m.

Members present were:

Judy Day, Library Trustee
Kathy Kilgore, Select Board Representative
Vickie Jones, Citizen Representative
Laurel Pohl, Budget Committee Representative
James Sununu, School Board Representative
Cynthia Swank, Citizen Member

Staff present:

Paul Apple, Town Administrator

Residents Present:

Frank Ferarro
Rick Stanton

Ms. Monaghan announced that Susan Grant would not appear at the meeting because the cost estimates the committee had requested were not yet available. She indicated that the issue regarding rehabilitation of the existing library had been referred to the Trustees.

The Town Administrator presented Administration requests.

1. Recreation Van.

Mr. Apple presented a summary of the recreation van request over the last several years. He confirmed that the request included a used van. He indicated that there is likely a trade in value for the existing van, but it cannot be quantified at present.

Ms. Swank asked if the Committee objected to hearing from Mr. Ferraro, who indicated at the last deliberative session that charities were making donations of vehicles.

Mr. Ferraro said that a local auto dealer in Exeter had donated a van to St. Vincent de Paul and that Portsmouth Toyota and donated a van to a food bank.

2. Septic System for Town Hall.

Mr. Apple reported on the work to bring septic systems on the municipal campus up to modern standards and that the Town Hall has only a dry well. It is functioning correctly and is permitted under state law. It would likely not function correctly if more demand were placed on it. There is very little demand on it now. The Town Hall is a secondary shelter under the Town emergency operation plan. The project has two goals: allow the system to serve a higher intensity use as a shelter and serve as an example to the Town about septic maintenance.

The Town Administrator specifically reported that the Select Board had elected to take a year off on facilities.

The Committee considered minutes for August 11, 2017. Ms. Pohl asked for a sentence specifically memorializing it was her request for the Town Administrator to seek guidance on facilities from the Select Board. Ms. Monaghan indicated the Select Board had made the decision to take a year off.

Ms. Swank indicated that Susan Grant had specifically said that the boiler in the library could be a separate project and the minutes should reflect that.

Ms. Swank also reported that the sentence under the ADA project about bathrooms should be removed and clarified that there was one ADA bathroom and one staff bathroom.

The consensus of the Committee is that these amendments were reasonable.

MOTION. Ms. Swank moved to approve the minutes for the August 11, 2017 meeting as amended. Mrs. Kilgore seconded the Motion. There was no additional discussion.

Ms. Pohl, Ms. Day, Mrs. Kilgore, Mr. Sununu and Ms. Monaghan voted in the affirmative. There were no votes in the negative. Ms. Jones abstained.

Mr. Apple left the meeting at 8:35 a.m.

Ms. Monaghan invited the two non-members in the audience if they had questions or comments.

Mr. Ferraro reiterated members' comments that it would be useful to have usage figures for the Recreation Department van, and examples of typical trips.

The presiding officer adjourned the meeting at 8:38am.

Respectfully submitted,

Paul L. Apple

Recorder's Note: Ms. Swank contributed to these minutes as Recorder during the last few minutes of the meeting owing to Mr. Apple's other calendar commitment.