

Capital Improvements Plan Committee

Minutes – Friday, July 21, 2023

Mary Herbert Room, Town Offices

237a Atlantic Avenue

Committee Chair Nancy Monaghan called the meeting to order at 8:30 a.m. In attendance were Jacqui Brandt, Sean Dionne, Chuck Gallant, Jonathan Pinette, Cynthia Swank, Wendy Wallus and Michael Tully, Town Administrator.

Tully presented the Town's capital project proposals for FY2025-2030. Two projects for FY2025 totaling \$52,000 are for replacement of the Town's computer server and the air conditioning unit at the Highway Department building.

Tully also presented the Police Department's capital plans, as Acting Chief David Kurz was out of town unexpectedly and was not available to attend the meeting. Kurz had supplied his capital packet to the Committee earlier in the week. Tully clarified that the FY2025-2030 list should include one new cruiser each fiscal year per the annual vehicle rotation plan. He noted that the Town would attempt to get a grant for the two-way radios proposed for FY2026.

SAU21 Associate Superintendent of Finance and Operations Matthew Ferreira presented the North Hampton School plans. All were items in the annual maintenance warrant articles for repairs and equipment replacement with the addition of a standalone project for a new roof section over the gym for FY2026.

The North Hampton Public Library had no capital proposals for the next six fiscal years.

Jonathan Pinette left the meeting at 9:35.

The Committee turned to determining FY2025 priorities, a responsibility required by RSA. The Committee agreed to prioritize the projects as follows:

1. Forestry/Water Rescue Vehicle
2. Police cruiser
3. Town server
4. Replace A/C at the Highway Department building
5. Annual Road Maintenance
6. DPW zero turn mower replacement per vehicle rotation schedule
7. School door automation project
8. School PA system replacement

The Committee agreed unanimously that the School items, while both important, should be separated at the end of the priority list because the School and not the Select Board determines what school projects go on the School warrant and which ones are priorities.

The Committee voted unanimously on a motion by Chuck Gallant, seconded by Wendy Wallus to approve the projects as presented in the priority order noted.

Monaghan said the final meeting of the CIP Committee will be Friday, September 15 as agreed by the Committee at its first meeting June 9. At that time the draft CIP report will be reviewed by the Committee and edited to a final version, which is due to the Select Board by October 1. Monaghan said Committee members will receive the draft at least a week before the September 15 meeting. She suggested that should there not be a quorum of the Committee attending the September 15 meeting, the official report will be submitted to the Select Board as drafted by Cynthia Swank. A motion to that effect by Chuck Gallant seconded by Jacqui Brandt was approved unanimously. The minutes of the July 14 meeting were approved unanimously on a motion by Jacqui Brandt, seconded by Wendy Wallus.

The meeting was adjourned at 10:17 a.m.

Minutes prepared July 22, 2023

By Nancy Monaghan