

CAPITAL IMPROVEMENTS PLAN (CIP)

for

FY 2021 – FY 2026

An annual report of the
Capital Improvements Plan (CIP) Committee

Nancy Monaghan, Chair, Planning Board Representative
Cynthia Swank, Vice Chair, Resident Member, Planning Board Nominee
Scott Baker, School Board Representative
Jacqueline Brandt, Library Trustees Representative
Charles Gallant, Resident Member, Select Board Nominee
Clifton Jones, Resident Member, Budget Committee Nominee
Larry Miller, Select Board Representative
Richard Stanton, Budget Committee Representative

Bryan Kaenrath, Town Administrator and Staff Support

Assisted by

North Hampton Library Trustees and Staff
Municipal Department Heads and Staff
North Hampton School Board and Staff

This report was approved by the CIP committee on September 20, 2019

Signature Page

Nancy Monaghan

Nancy Monaghan, Planning Board Representative

Cynthia Swank

Cynthia Swank, Citizen Member, Planning Board Nominee

Scott Baker

Scott Baker, School Board Representative

After careful consideration and upon the advice of legal counsel and my conscience, I cannot support or agree to the CIP report as written given the questionable legality of the Miller Plan submission with regard to the library.

Jacqueline Brandt, Library Trustees Representative

Chuck Gallant

Chuck Gallant, Citizen Member, Select Board Nominee

Clifton H. Jones

Clifton Jones, Citizen Member, Budget Committee Nominee

Larry Milfer

Larry Milfer, Select Board Representative

Richard H. Stanton

Richard Stanton, Budget Committee Representative

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Section 1 - Capital Improvements Plan FY2021-2026

Summary

The CIP Committee reviewed all Town capital proposals during July and August 2019 and prioritized seven new projects for FY2021, considering the Library and Town Facilities separately. The total cost for these seven projects is \$827,621, with \$315,000 proposed to be funded through warrant articles at the 2021 Town Meeting and the remainder from reserve funds or the Town's operating budget. (See Table 1 following this Summary section for the priority list.) The police cruisers and the ambulance would both be fully funded from the individual departments' capital reserve funds with no additional taxation by warrant for those projects.

The Committee recommends the following FY2021 projects, which are fully outlined in this plan under the individual department sections. Please note that the Annual Long Term Maintenance project for the North Hampton School contains two items for FY2021, and for purposes of prioritizing all projects, the CIP Committee separated those two items so that paving in front of the school is the Committee's #3 priority while resealing of the exterior bricks is the #6 priority.

For FY2021:

Police

- **\$84,000 for two new cruisers**

Department of Public Works

- **\$260,000 for the annual road repair projects**
- **\$125,000 for a new backhoe**
-

Town Administration

- **\$23,621 to complete the two-phase restoration of historic Town Hall**

School

- **\$60,000 to repave the parking lot in front of the school and reseal the brick siding of the building (projects prioritized separately on Table 1)**

Fire & Rescue

- **\$275,000 for a new Ambulance**

Library

The Library Trustees proposed a \$3.4 million project for FY2021 to renovate and add on to the existing Library building, while the Select Board is considering an alternate proposal from Select Board Member Larry Miller to build a new library and use the existing library for Town Offices. The CIP Committee has again put town facilities at the top of the capital priorities list, and the Committee voted in favor of recommending the Miller plan as outlined further in this report. **See**

the Town Facilities discussion below as well as the Library narrative in Section 8 of this report. A full history of the municipal facilities is attached to this report.

The CIP Committee is required to submit a six-year plan for capital improvements and has done so in this report. The capital projects for the subsequent five years beginning with FY2022 are shown in each department’s narrative, in charts at the end of each department section and in the final table of this report. Because these projects are two to six years out and some will likely change for a variety of reasons, the Committee does not prioritize any projects except those in the upcoming fiscal year 2021.

All of the capital proposals on the March, 2019 warrant for FY2020 were approved, executed, purchased and/or are pending completion.

Town Facilities

The North Hampton Public Library’s proposal for a renovation and addition to the existing Library building and an alternate proposal by Select Board Member Larry Miller generated lengthy discussion by the CIP Committee.

Please note: All the Library discussion in this Summary, in Section 8 and in the attachment of the Municipal Facilities History is drawn from the information available to the CIP Committee as of August 29, 2019. Because the Library project is the subject of ongoing discussion, there will likely be updated information that is not included in this report due to the timing of its preparation.

The Committee believes the need for new or renovated municipal buildings is once again the top priority for the Town of North Hampton. These aging buildings – Fire Department, Police Department/Town Offices, and the Library – are all old, overcrowded, require more and more costly repairs to keep them running and cannot function as they are expected to.

Discussion of how to address the Town facilities has been ongoing for more than 15 years. The first of four warrant articles to deal with these buildings was approved by 52% of voters in 2014, but a 60% super majority is required for such projects. All town building proposals have been defeated but this Committee has always supported building and/or remodeling the municipal facilities. The fire and police buildings have serious deficiencies, and both were built with economy in mind, not longevity. The library building, while structurally sound, does not meet space needs nor is it ADA compliant, and it has required significant repairs in recent years.

In the summer of 2017, the Library proposed a new building for FY2019 with an estimated cost of \$3.5 million. However, the CIP Committee agreed then that this building project should not be considered by itself but should be done in conjunction with the Town’s other needs, the top priority of which has been the Public Safety building(s). In addition, the Library did not have a site for a new building, and land acquisition costs were not included in its estimate for the project.

In October 2017 the Library Trustees decided the best plan forward would be to put an addition on the existing library building to expand the space by about 5000 square feet and remodel the

existing structure. Since then, the Trustees have held public sessions for input, a construction company was hired, detailed cost estimates were prepared, floor plans were reviewed, revised and finalized, and renderings of the proposed building have been completed and shared with the public.

At its August 7, 2018 meeting the Trustees expressed concern that the preliminary cost estimate for this expansion was substantially more than they had been expecting. They sought more detailed estimates and at the same time begin reviewing their building options. No Library project was proposed for FY2020. After further review the Trustees decided to move forward in FY2021 with the \$3.4 million plan to remodel and expand the existing Library, and details of that plan are included below and in Section 8 of this report.

As of August 31, 2019 the funds available to build/renovate the Library include:

- **\$668,407 Total contribution from Town Warrants to the Library Capital Reserve Fund.** This amount includes \$375,000 approved by warrant article March 2019 but does not include \$100,000 approved by voters March 19, because the required match of \$100,000 from the Library has not been met.
- **\$247,264 Private donations to the Library**
- **Subtotal.....\$ 915,671**
- + **\$100,000, 2019 warrant article**
- + **\$100,000, 2019 warrant article matching funds required from the Library**
- **Grand total.....\$1,115,671**

The CIP Committee was told the Library Foundation has money on hand but is short of the amount needed to match the 2019 warrant article of \$100,000. The Foundation’s fund balance was not shared by the Library Trustees. Also, the CIP Committee was told that the Library itself has some money on hand for the project but that figure was not shared with the Committee.

In August 2019, the Select Board considered a separate two-phase proposal to build a new library on the Homestead property directly west of the Library, renovate the existing library building to house the Town Offices, use the second floor of the Police building (vacated by Town Offices) for much-needed space for the Police Department, and renovate/add on/build the Fire Station in place. The cost estimate for this proposal – the new Library and the renovation of the existing Library for Town Offices - was \$3.9 million. The alternative plan’s cost estimate for continuing with the Library’s plan to build/renovate the existing Library, build a new building for Town Offices on the Homestead property, and do the same as above in the future for the Police and Fire buildings was \$5.7 million. (See further discussion of costs in Section 8: Library.) The Select Board asked the Library Trustees to consider the idea of building the new Library on the Homestead property.

At its August 14, 2019 meeting, the Library Trustees indicated they planned to move forward with their renovation/remodeling plan. At its August 26, 2019 meeting, the Select Board reviewed the alternate proposal (called the Miller proposal throughout this report) with some updated information and decided to ask the Library Trustees again to consider this idea and to meet with the Select Board to discuss it further.

On August 29, 2019 the CIP Committee reviewed the Miller proposal in detail (the Committee had reviewed the Library proposal five weeks earlier). After lengthy discussion, the Committee voted as follows:

1. The top priority capital project for the Town is the Town Facilities (Library, Police and Fire buildings, Town Offices). (Vote: Unanimous, 7-0, member Cynthia Swank absent).
2. Among those facilities, the public safety buildings (Fire and Police) are the priority projects, and to get to those, the Library must be addressed first. (Unanimous, 7-0.)
3. The most cost effective and quickest solution is the Miller plan, estimated to cost \$1.8 million less than the plan to use the existing Library building for a new Library rather than Town Offices. (Vote 6-1, Library Trustee Jacqueline Brandt voting no.)

The Trustees' plan is to build/remodel one building – the Library - for \$3.4 million.

The Miller plan is to build a new Library on the Homestead for the same amount and save money by using the existing Library with some upgrades for the Town Offices. If the existing Library is converted to a new Library, the Town would then have to build another building on the Homestead for the Town Offices at an estimated cost of \$1.6 million, according to the Miller plan.

In total, the Miller plan estimates that if the Trustees' plan goes through, the cost to the Town will be \$5.7 million (including the need to build a separate building for the Town Offices) while the Miller plan would be about \$3.9 million (including associated costs for renovating the existing Library), a difference of about \$1.8 million.

The CIP Committee discussed the differing cost estimates. The Trustees' construction company has provided a guaranteed, not-to-exceed price of \$3.4 million to renovate and add on to the existing building. Miller's estimates are based on using the same square-foot building cost as the Trustees' plan for all proposed buildings; the Trustees' estimate for a parking lot; the Library's estimate for a new HVAC system (adding two years of cost increases since that estimate was done, plus extra for a potential change of equipment); and Ricci Construction's estimate for bringing the building into ADA compliance. No written estimates for the Miller plan were submitted to the CIP Committee beyond the Miller plan's financial recap sheet.

The Committee also discussed:

- The need to consider all the Town buildings as a group, given that all have needs and there is but one piece of land available for expansion – the Homestead property. The Trustees' plan does not consider any other needs beyond the Library while the Miller plan outlines phases for the completion over time of all four buildings in question.
- The possibility that both plans will go to voters as separate warrant articles in March 2020, and all agreed that in such a case, both would likely fail.
- The amount of time and money the Trustees have spent developing their renovation plan over the past 22 months, and whether the existing proposed floor plan could be transplanted to the Homestead property (Trustee and Committee member Jacqueline Brandt said probably not because the prospect of a new building rather than working around an existing building would likely mean a different floor plan choice). Also

discussed was whether earlier proposed plans for a Library on the Homestead could be resurrected (no conclusion) in an effort to save time and money if the Library Trustees were to opt for building on the Homestead.

- The parking issues created by the Trustees' plan. There are currently 16 spaces at the Library. The Trustees' expansion plan does not provide any additional parking, while it doubles the size of its building and adds more meeting rooms. Instead, the Trustees' plan relies on overflow parking going to the Town lot by the Fire Station and to the Homestead. However, future expansion of the Fire Station would likely eliminate those parking spaces the Library relies on. The Miller plan provides 31 to 41 parking spaces (depending on the exact siting of the building on the lot) for a new Library on the Homestead.
- Ledge removal. It is known that ledge exists on the Homestead property and part of the area where the Library is currently located, and costs for this are not factored into either plan. The Miller plan lists the need for ledge removal on both plans, but has no costs. CIP Committee member and former Select Board member Rick Stanton noted that the Town did a thorough test of the Homestead property to determine the extent and location of the ledge, and he said the study showed the ledge is primarily on the front portion of the Homestead facing Atlantic Avenue.

The Trustees on September 11 decided they would not meet with the Select Board as was tentatively planned for September 23. The CIP Committee made its determination on the facilities issues based on all the facts before it as of August 29, due to the timing of the deadline for the submission of this report.

We believe taxpayers should know the extent of the repairs that will be required if voters do not approve replacement of our municipal buildings. Some of these repairs are needed to address business/regulatory/legal risks if these buildings continue to be used. In June, 2019, the Select Board approved spending up to \$105,000 to address two pressing issues in the Fire and Police Buildings, and both these projects have been completed. They are:

- **\$60,000 for a new HVAC system in the Fire Department.** The boiler was more than 50 years old, and the Select Board approved spending \$60,000 from the surplus (unallocated) fund balance to replace this equipment. A new gas line will service the Fire Department and the new boiler. Air conditioning was also included in the \$60,000 amount.
- **\$45,000 to upgrade the Police Department restrooms/locker areas.** Both were woefully inadequate, especially now that there are two females on the force. As with the Fire Department's needs, this project will be paid from the surplus (unallocated) fund balance. The lunch room previously located inside the men's rest room has been moved, and all officers now have lockers they can use to store their uniforms and equipment.

Other significant issues in the aging buildings:

- **Dangerously-bowed trusses and roof attachment issues in the Fire Department, approximately \$90,000.** The Town is forced to incur significant costs every winter to have snow accumulation of more than six inches removed from the roof, a requirement ordered by the Town's insurance carrier due to the compromised trusses. In addition, the need to replace the ladder truck is difficult to address until there is a facility capable of

housing the type that would be best for North Hampton. See Fire & Rescue Department section for more information on the ladder truck. (*Note: The estimate to fix the roof issues is about five years old.*)

- **Partial ADA compliance at the Library, \$62,977.** The bathrooms and the public entrance do not comply with the Americans With Disabilities Act. The clearance between the crowded book stacks is also noncompliant. These issues will be resolved if the Trustees' renovation plan is approved, and the cost is included in the total \$3.4 million project. (*Note: This estimate of \$62,977 is about five years old. The Miller plan estimates the ADA work will cost \$105,325.*)
- **Police Department holding cells do not meet federal standards and cannot be used, and other projects are needed to relieve overcrowding.** These changes will have to be made if the existing building is to continue to be used. Such an upgrade has been discussed since 2014. In 2015, the estimate for a complete remodeling of the existing police building was \$766,176 (from Bonnette, Page & Stone contractors), although some of that work (including the 2019 rest room project) has already been done. This estimate included a full remodeling of the station and adding a secured entrance sally port for cruisers bringing arrestees into the station.
- **Library HVAC system, \$214,919** (2017 estimate). The system is more than 30 years old, the ductwork is extremely inefficient, and the boiler has been on the watch list for about five years. If this building is to be used by the Library or for any other town function for many years, this work will have to be done. If the Library undertakes its proposed expansion, this work would be completed and funded as part of that remodeling project since a larger system would be needed to handle the 100% increase in space. (This work is included in the Miller plan as a needed project if Town Administration were to move in to the building, and the estimate in the Miller plan is \$250,000.) If the aging boiler fails before any decision is made on the Library it would have to be replaced to continue operations using emergency funds. Estimated cost to replace the boiler only is \$10,405 (July 2019 estimate). *Note: Although a new boiler was originally proposed as a capital project for FY2021, the Library withdrew that request after discussion with the CIP Committee. Library Director Susan Grant said the Library has emergency funds available if emergency replacement is required, and she will discuss options with Town Administrator Bryan Kaenrath should the boiler die before the building project is undertaken.*

The Town incurred major repair costs for all of these buildings in FY2019 and FY2020, in addition to the Fire and Police building repairs noted above, as follows:

- Roof insulation was put in at the Police Station/Town Offices (FY2019) to stop years of ice dams outside during the winter months, and new siding is to be installed in FY2020 to replace damage from falling ice. The insulation work was \$16,000 and the siding is estimated at \$35,000 and was out for bid as of the writing of this report.
- New lights and ceiling tiles were installed in FY2019 in the Library (lights were a safety issue and many of the ceiling tiles had water damage from continuous roof leaks), \$67,000.
- New septic system for the Town Clerk's office and the Library was installed for \$45,000.
- New roof installed on the Library building, \$26,000.

Other projects that will likely need some attention by the Town in the near future:

Coakley Landfill. Issues here continue to accelerate, and it is anticipated the Town will be paying more in its annual share to the Coakley Landfill Group to address problems. (North Hampton pays 4.062% of all CLG expenses, amounting to about \$40,000 per year.) The Town has a long-standing Capital Reserve Fund for Coakley, although many years passed without replenishing that account. (Voters approved a warrant article in March 2019 to add \$50,000 to that fund.) The CIP Committee recommends the Select Board consider putting forth an annual Warrant Article to build up the reserve fund balance. In August 2019, Governor Sununu signed a bill that will require the CLG to design and install a system to remediate contaminants found in Berry's Brook across Breakfast Hill Road from the landfill in Greenland. The deadline for implementation is September, 2020. The Coakley reserve fund balance was \$155,301 as of June 30, 2019. In FY2020, the town's expense is estimated to be \$41,107

Recycling Center. The roof was to be repaired in FY2020, but the building itself may need some reconstruction in the coming years.

Rail Trail. The Town has no financial responsibility for the anticipated rail trail until it is built and officially turned over to the Town. At that point, the Town will have responsibility for maintenance (excluding major repairs conducted by NHDOT) of the trail within the borders of North Hampton, perhaps the Select Board should consider beginning some method of annual funding to cover these future expenses. Fire Chief Michael Tully does not believe he needs any new equipment for the trail, since the forestry truck and the utility truck both have access.

Flooding Issues. Rising tides and climate change require action to help control flooding of both of North Hampton's rivers - the Little River and the Winnicut River. The State of New Hampshire has control of and responsibility for all waters of the state. However, it is the responsibility of the Town of North Hampton to keep its citizens informed of flooding emergencies.

Winnicut River Project

The issues:

- Two culverts must be replaced and enlarged to improve drainage. Estimated cost: \$281,300 - \$371,300 (2018 estimate).
- River bed work is needed to remove overgrowth and beaver dams that impede the flow of the river and are the primary cause of extensive flooding. The cost is unknown.

The Winnicut River is one of our largest and most important rivers ecologically. Spanning 17.5 square miles, 93% of the river watershed is located within portions of North Hampton, Stratham and Greenland. The river flows north to the Great Bay Estuary, a vital natural resource. However, regular flooding due to natural and manmade causes occurs, threatening septic systems on Exeter Road and posing a potential public health risk.

In August 2017, the Winnicut River Watershed Management Plan reported the water quality and habitat of the river and several of its tributaries have been “degraded by increased nonpoint source pollution resulting from rapid land development in the watershed over the past 20 years.”

Increased vegetation from lack of water flow and the many small dams created by beavers appear to be the primary causes of today’s seasonal flooding problems. In 2017 two residents’ septic systems were in jeopardy during spring floods. If these systems had been compromised, raw sewage would have flowed into the Great Bay, creating a significant public health issue. Flooded septic systems will only get worse if nothing is done. The culvert project alone will not prevent flooding. River bed work is needed to remove the overgrowth and beaver dams that impede the flow of the river. The Town’s Department of Public Works does work with a beaver trapper to remove beavers, and DPW workers clear the dams as they can but new ones are continually built.

The CIP Committee suggests the Select Board work with the State DES to get approval for the recommended remediation methods and the amount of self-help that would be permitted and approved. Because the State controls the river and the work product, it could only be done by the Town if the State approves a specific work method.

Philbrick Pond Saltmarsh Project

The issues:

- Drainage structures under Ocean Boulevard are inadequate to remove water from the saltmarsh. Cost: \$60,000. This alone will not prevent flooding but is a first step. Further remediation would be necessary (see the end of this section on the next page).

The Philbrick Pond saltmarsh is a 29-acre marsh draining to the Atlantic Ocean. Flow into and out of the marsh is through drainage structures beneath Ocean Boulevard and what was believed to be a partially crushed vitrified clay pipe beneath a berm built for a c. 1900 trolley line. Both the trolley berm pipe and the Ocean Boulevard culvert restrict flow out of the marsh during normal tidal fluctuations and after precipitation events. During the extreme Mother’s Day storm of 2006, flow limitations due to the trolley berm culvert and other hydraulic constraints resulted in the flooding of two homes surrounding the marsh and the isolation of more than 40 homes for more than three days from vehicular traffic, including ambulance and fire vehicles.

One of the primary recommendations of the Philbrick Pond Study of July 2018 was to repair the cobble weir gate to the Atlantic Ocean. “...This simple project at modest cost has the effect of increasing the daily tide level variation in the...saltmarsh from the current 5 inches to about 16 inches, with associated significant improvements to the marsh environment. This installation would not increase the water surface elevation in Philbrick Pond at high tide, but rather would decrease the pond’s water surface elevation at low tide” (see p. 22 of report). While the State has primary responsibility for this project, it is not yet even listed on the State’s 20-year plan. This project can be accomplished with Town resources, according to the DPW Director, if DES/DOT would approve it as a local project. The Select Board may want to consider establishing a non-

lapsing Expendable Trust Fund for this purpose since approval, design and completion may extend over several fiscal years. As noted the primary purpose of this project is and will be to *drastically improve the health of the salt marsh surrounding the Pond* – the Town’s priority environmental and conservation goal.

The Select Board has notified the State of the need for this project as outlined in the study, as well as the Town’s desire to take it on as a local project. As of early September, 2019, the Town had received no response. As with any work on the Winnicut River, if the State does approve the work it would be conditioned upon a strict set of guidelines for the work product, contractor selection and the like.

The repair of the cobble weir will not prevent flooding, and further remediation recommended in the Philbrick Pond Study includes

- Consider developing new access routes to Old Locke Road, Pond Path and Bradley Lane during flood events. The Town has investigated two different access routes but neither appears feasible. Fire & Rescue has purchased a boat that will allow emergency access should any of the neighboring homes be cut off by flooding.
- The Town, Conservation Commission and the DES Coastal Program should consider remedial action to improve marsh vegetation and to limit mosquitoes.
- Future DOT road, seawall and drainage projects on Ocean Boulevard should
 1. Evaluate the adequacy of the existing structures and rock pile seawalls in view of storm events and future sea level rise
 2. Target major improvements on the drainage from Philbrick Pond including installation of a tide gate, removing the trolley berm, and lowering the culvert and making it larger.

Little River

The culvert under Route 1A from the Little River to the Atlantic Ocean has been identified by the State as a needed project due to rising tides associated with global warming. No cost estimate is available for that project.

Table 1 FY 2021 Capital Improvements Prioritized List

KEY to Category columns:

U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Function	Project	Dept priority	CIP category	CIP priority	FY 2021 2020--2021	Funding source(s)
Pb. Safety, Library, Town Admin / Construct new and/or expand, renovate existing buildings remains the TOP priority of the Town						
Police	Vehicle replacement (2 cruisers)	1	U/S	1	\$84,000	Special revenue fund
Town Admin	Town Hall repair / restoration. Year 2 of 2 year project	1	P	2	\$23,621	Capital reserve – Building maintenance.
School	Resurface and reline parking lots (front and east), front sidewalk		S/P	3	\$40,000	Warrant
Fire/Rescue	Replace ambulance		S	4	\$275,000	Fire Department Equipment Cap reserve
DPW	Annual road maintenance	4*	S/P	5	\$260,000	Cap reserve (\$30k); Warrant (\$230,000)
School	Re-seal exterior bricks facades		P	6	\$20,000	L-T maintenance reserve warrant article
DPW	Replace 1999 Case Backhoe	2*	P	7	\$125,000	Warrant for lease/purchase. \$25k per annum
Total					\$827,621	

* DPW prioritizes entire 6 year period.

Section 2 - Introduction to Capital Improvements Planning and Process

New Hampshire RSA 674:5-8, cited below, provides the legislative authorization and purpose for preparing a municipal Capital Improvements Plan (CIP). The prerequisites for a CIP are an approved Master Plan, which is the responsibility of the Planning Board, and a committee formed by the local legislative body authorization.

The primary statutes guiding the CIP process are:

RSA 674:5 Authorization. – In a municipality where the planning board has adopted a master plan, the local legislative body may authorize the planning board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board, the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the mayor or selectmen and the budget committee in their consideration of the annual budget. **Source.** 1983, 447:1. 2002, 90:1, eff. July 2, 2002.

RSA 674:6 Purpose and Description. – The capital improvements program shall classify projects according to the urgency and need for realization and shall recommend a time sequence for their implementation. The program may also contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation of each project. The program shall be based on information submitted by the departments and agencies of the municipality and shall take into account public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls. **Source.** 1983, 447:1, eff. Jan. 1, 1984.

RSA 674:7 Preparation. –

I. In preparing the capital improvements program, the planning board or the capital improvement program committee shall confer, in a manner deemed appropriate by the board or the committee, with the mayor or the board of selectmen, or the chief fiscal officer, the budget committee, other municipal officials and agencies, the school board or boards, and shall review the recommendations of the master plan in relation to the proposed capital improvements program.

II. Whenever the planning board or the capital improvement program committee is authorized and directed to prepare a capital improvements program, every municipal department, authority or agency, and every affected school district board, department or agency, shall, upon request of the planning board or the capital improvement program committee, transmit to the board or committee a statement of all capital projects it proposes to undertake during the term of the program. The planning board or the capital improvement program committee shall study each proposed capital project, and shall advise and make recommendations to the department, authority, agency, or school district board, department or agency, concerning the relation of its project to the capital improvements program being prepared. **Source.** 1983, 447:1. 1995, 43:1. 2002, 90:2, eff. July 2, 2002.

RSA 674:8 Consideration by Mayor and Budget Committee. – Whenever the planning board or the capital improvement program committee has prepared a capital improvements program under RSA 674:7, it shall submit its recommendations for the current year to the mayor or selectmen and the budget committee, if one exists, for consideration as part of the annual budget. **Source.** 1983, 447:1. 2002, 90:3, eff. July 2, 2002.

North Hampton first adopted a Master Plan in 1967. The first CIP Committee was created as a subcommittee of the Planning Board by a vote of the legislative body in March 1988. Subsequently, at the Town Meeting of 2010 the legislative body voted to create a Capital Improvements Plan (CIP) Committee that was independent of the Planning Board, and composed of one appointed member each from the Select Board, Budget Committee, Planning Board and

School Board, and one at-large citizen member each is appointed by the Select Board, Planning Board and Budget Committee. The Town Administrator is the committee's adjutant. A warrant article approved in 2015 added one Library Trustee as a statutory member of the CIP Committee.

Municipal department heads, Library Trustees and/or Librarian, and the North Hampton School Board submit requests on a common form with department or organizational priorities. All requests from these entities are reviewed, questioned, and discussed with the responsible individual. Then they are evaluated, categorized and prioritized. Each request is assigned a category using the following criteria (from most important to least important): public health or safety need ('S'), urgent to protect assets ('U'), needed to preserve assets ('P'). In some cases the committee recommends a change in the timing of a specific request.

A capital asset as used in this CIP is one that is valued at an individual cost over \$10,000 with an estimated useful life in excess of two years. The time horizon for this plan is a minimum of six years; but in some places, if a requirement has been identified in a fiscal year beyond the scope of this plan, it has been so noted.

Each request is prioritized by the department heads within the fiscal year in which the request was made and for those fiscal years that it will require funding, such as a bond. Therefore, the number representing the priority of each project was considered in the context of the year of the funding request. This report covers the CIP discussions in the summer of 2019 for FY2021 through FY2026, with the priorities for FY2021 listed in Table 1, and the six-year projects shown in Table 9.2.

Section 3 - Fire & Rescue Department Capital Requests

Summary

- Fire & Rescue proposed no capital projects for FY2021 but the CIP Committee, in consultation with Fire Chief Michael Tully, opted to move a FY2022 project – a new ambulance – back to FY2021. This equipment would be paid for from the department’s Equipment Capital Reserve Fund, requiring no additional taxation by warrant article of residents. **Cost: \$275,000**
- There are **four other apparatus proposals** in this six-year plan, beginning in FY2023, **totaling \$1,430,000**, all of which will be funded from the department’s capital reserve fund, requiring no additional taxation by warrant article of residents. They are detailed below.

Capital Reserve Funds as of 6/30/19

Ambulance Equipment Fund - \$ 31,562
Vehicle/Apparatus Fund - \$786,002

All the revenue collected for ambulance fees goes into the department’s capital reserve funds: 15% to the ambulance equipment fund (pays for medical equipment inside the ambulance and for fees charged for billing) and 85% to the vehicle/apparatus fund (pays for all new fire and rescue vehicles). The ambulance fees charged to each patient are in accordance with those charged in surrounding communities, and each summer when the official cost-of-living increase for this area is published, the ambulance fees are adjusted accordingly. Ambulance fees generate a minimum \$165,000/year, and the reserve fund should be able to handle all equipment purchases from FY2021-FY2026. This has been a significant turnaround since Chief Tully took over the department and revamped the system and the fee structure. Annual revenue into the ambulance equipment fund is approximately \$30,000.

Six-year capital proposals

FY2021 – Replace Ambulance - \$275,000

The lifespan of an ambulance is nine years before reliability and costly repairs become issues. In 2012 the Town’s ambulance broke down and had to be taken off the road for about eight weeks until a new one was ready for operation. During that period, emergency calls in North Hampton were serviced by other Fire Departments, and the Town lost more than \$30,000 in revenue because ambulance fees went to those departments. The existing ambulance has been in service since 2013 and would hit its nine-year rotation schedule in 2022. Because the Fire Department had no other vehicle needs for FY2021, the CIP Committee chose to support moving the ambulance up one year, with Chief Tully’s agreement. The existing ambulance, when replaced, may be offered to the Rye Fire Department to serve as a backup for Rye, Greenland and North Hampton.

Chief Tully noted it would not be cost effective for North Hampton to keep a backup ambulance, for several reasons: There is no room to keep it inside the fire station, and it must be under cover especially during the harsh winter season. It is very costly to equip an ambulance, and much of that equipment has very strict expiration dates. That would mean replacing equipment in the ambulance when it has potentially never been used as a backup. Tully believes the best course of action for now is to have a backup ambulance available to Rye, Greenland and North Hampton, and talks regarding this possibility are continuing with the other towns.

FY2023 - Replace Engine 2 - \$650,000

Engine 2 was originally scheduled to be replaced in FY2021 but Chief Tully believes this equipment will be good until FY2023. Engine 2 is a 1997 model that was partially refurbished in 2013, with most of that \$50,000 cost going to paint. The department has been closely monitoring the condition of this equipment and repair costs, and the Chief is confident this backup Engine will be in good shape for at least two more years since it is performing well. The general standard for Engines is that a new model serves 10 years as the primary engine and after refurbishment, another 10 years as the secondary engine. Engine 2 will have been on the road for 26 years when replaced in 2023.

FY2024 - Replace Utility Vehicle - \$55,000

This 2011 truck will be 13 years old if replaced in FY2024. It is a multi-function vehicle used to transport personnel and equipment to emergency scenes, to plow the town complex and fire hydrants, work Fire and Police details, and to transport personnel to training sessions. The utility vehicle also precedes the ambulance and engines on emergency calls in winter to plow driveways that would otherwise be impassable.

FY2024 -Refurbish Engine 1 - \$225,000

Engine 1 was purchased new in 2012 and will be 12 years old when refurbished in 2024 and would then move to the backup engine for another 10 years. Much of the maintenance on this and other equipment in the department is done by staff. One firefighter is a diesel mechanic and has his own diesel shop. This work saves money for the town and means the department doesn't have to take equipment out of town for maintenance. Chief Tully said Engine 1 does have some electronic issues and some difficulty with the pump valves.

FY2025- Replace Ladder Truck - \$500,000 (used)

Although the existing 1984 ladder truck is less than fully reliable, Chief Tully continues to put a low priority on replacement simply because there is no resolution regarding the possible replacement or remodeling of the fire station. He has consistently said since he's been Chief that no ladder truck should be purchased until a decision is made on the building, because a replacement truck should be designed to fit the needs of the Town, not to fit the existing building, which is ultimately going to change. One of the most pressing issues for a new ladder truck is to have a pre-piped waterway, which requires just one firefighter to handle instead of the three now needed on the existing ladder equipment. However, the low clearance of the current station's bay doors is an impediment to housing a ladder truck with a pre-piped waterway, a feature that does not exist on the current ladder. The current ladder truck can clear the bay door with just ¾" to spare, and during winter storms firefighters must clear off all snow at the apron so ice doesn't build up and make entry and exit impossible.

The existing ladder truck has had a number of difficulties the past few years and required \$16,000 in repairs last year. The truck passed its annual inspection in July, 2019. Because of concerns about its reliability, the ladder is used sparingly. Some of the equipment previously housed on the ladder truck and taken to emergency scenes has been moved to other vehicles. In 2018 Chief Tully arranged with the Portsmouth Fire Department to respond to North Hampton

for fires that require a ladder truck. This occurs through the area's mutual aid agreement and will continue.

At the same time, Chief Tully has been in discussions with the Rye Fire Department about cooperating on equipment. Rye is scheduled to get a new ladder truck in the summer or fall of 2020, and one area of discussion is whether North Hampton might share that truck with Rye and purchase another type of equipment useful for each community.

The ladder truck is used to access roofs and chimneys, it carries supplies for venting roofs and preserving property after emergency incidents, and it is used as a blocking vehicle at motor vehicle accidents.

Replacing failing or obsolete vehicles before they become irreparable or before they fail at the moment of an emergency is responsible management. Decisions on when to replace these vehicles are based on whether excessive repairs are ongoing, how many miles have been clocked on the vehicles, how many hours pumps have been used, and other criteria.

The Fire Chief tracks maintenance and repair costs for each vehicle and recommends refurbishment or replacement as appropriate and when necessary to ensure the effective operation of the department. Refurbishment is an important technique for extending the useful life of certain vehicles for a decade or more at a cost that is far less than replacing the vehicle.

The Fire Department's Capital Reserve Account will have sufficient funds to purchase all the vehicles proposed in the next six years with no additional taxation by warrant of residents.

See Table 3.2 for vehicle mileage, hours and replacement schedule.



1984 E- One Ladder Truck – Currently listed for replacement in FY2026 but only if there is a new fire station capable of fitting the truck configuration the Town needs

Schedule 3.1
Fire & Rescue/EMS Department Capital Improvement Requests
Ranked by Year and Department Priority

KEY to Category column:

U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Project	Priority	Category	FY 2021 2020-2021	FY2022 2021-2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Replace Ambulance	1	U	\$275,000					
Replace Engine 2	2	U			\$650,000			
Refurbish Engine 1	3	U				\$225,000		
Replace Utility Vehicle	4	S				\$55,000		
Replace Ladder Truck	5	S					\$500,000	
TOTAL			\$275,000	\$0	\$650,000	\$280,000	\$500,000	\$0

Schedule 3.2
Fire & Rescue / EMS Department Vehicle & Equipment
Replacement Schedule

Vehicle	Year	Make	Description	Miles as of 7/1/2019	Pump Hours	Fuel	Est. cost/Refurb cost	FY	Age When Replaced/Refurbished
Forestry	2007	Ford	F550 w/ Skid	90,610	N/A	D	\$65,000/\$20,000	2027	20 Years Old
Ladder	1984	E-One	Ladder	66,384	444	D	\$500,000/NA	2025	41 Years Old
Car 2	2007	Chevy	Tahoe	78,324	N/A	G	N/A	N/A	N/A
Car 1	2018	Chevy	Tahoe	3,109	N/A	G	\$65,000/NA	2029	11 Years Old
Engine 2	1997	C States	Engine	37,534	4789	D	\$650,000/NA	2023	26 Years Old
Ambulance	2013	Ford F350	Ambulance	44,471	N/A	G	\$275,000/NA	2022	9 Years Old
Tanker 3	2003	International	Tanker	11,225	1120	D	\$300,000/\$100,000	2028	25 Years Old
Utility	2011	Chevy	HD2500	36,381	N/A	D	\$55,000/NA	2024	13 Years Old
Engine 1	2012	E-One	Engine	30,107	2692	D	\$650,000/\$225,000	2024	12 Years Old

Section 4 - Police Department Capital Requests

Summary

- The department's only capital proposal for FY2021 is for \$84,000 for two new cruisers, to be funded from the department's detail fund with no taxation of residents. In the five succeeding years through FY2026, the department will continue with the planned rotation schedule of replacing one cruiser per year.

Police Detail Fund:

\$112,052 – 6/30/19

This fund holds revenue from police details, and it is used to buy police cruisers. Police details are requested and paid for by utilities, contractors and businesses that need police to direct traffic at work and event sites. It is anticipated that the fund balance will be more than sufficient to cover the cost of the two cruisers proposed for FY2021 as well as one new cruiser each of the following five years as outlined in this plan. The annual revenue in the detail fund varies each year based on the number of officers who work details. (In FY2019 the income was \$137,430. One new cruiser approved for FY2019 was purchased for \$37,000.) Police Chief Kathryn Mone plans to increase the detail fee, with the approval of the Select Board, as it has not been raised in some years. The current rate is \$71/hour.

Six-year capital proposals

FY2021 – Replace two cruisers, \$84,000

Beginning in FY2019, the cruiser rotation schedule was changed to one per year, skipping any cruiser purchase in FY2020. This change came on the heels of two unexpected cruiser buys (replacing those damaged in accidents) as well as reduced mileage on all cruisers due to open positions and fewer employees driving fewer miles than usual. In addition, the department has been buying five-year extended warranties on each new car to ensure that costly repairs don't build up after the traditional three-year warranties expire. Chief Mone, who joined the department in 2019, did an extensive review of the department's cruiser fleet and the rotation plan. She told the Committee that while the decision to skip buying a cruiser in FY2020 was understandable at the time and made with all the information available, changes in the department have resulted in more frequent patrols, more cars out on patrol, more mileage accumulating on all cars, and a full staff using all cars. The two cruisers proposed for FY2021 will make up for the one not purchased in FY2020 and one new one for 2021, and will replace the last old Crown Victoria patrol car (mileage 78,056), and the oldest SUV in the fleet, a 2013 model with 85,003 miles.

All new cruisers purchased go to frontline patrol car use, so the patrols have the newest, most reliable equipment, while older cruisers go to secondary patrol use and down the line for supervisors and detail work. As a general rule following the industry standard, cruisers rotate off frontline patrol work once they reach a total 80,000 miles including idle hours. The two lowest mileage frontline cruisers are at 11,856 and 19,323 miles plus idle hours respectively. (See Table 4.2 for mileage and idle hours for each cruiser.)

The department has a fleet of seven vehicles, and with the replacement of the last Crown Victoria, all will be Ford Interceptor SUVs. Older cruisers that rotate out of the department's fleet are passed down to the Building Inspector and other town employees to use, and all are sold

when they have reached the end of their useful lives.

FY2022 – Replace one cruiser, \$42,000 (see cruiser explanation, previous page)



FY2022 – Replace radar trailer, \$15,000

The department has two speed monitoring trailers which are rotated around town as they are requested. This proposal is to purchase a new trailer with upgraded features that will allow the trailer to collect data that can be used for deployment decisions, traffic analysis, and other road issues. Chief Mone feels the trailers are an effective deterrent.

FY2023 - Replace one cruiser, \$42,000 (see cruiser explanation, previous page)

FY2024 – Replace one cruiser, \$42,000 (see cruiser explanation, previous page)

FY2024 – Automated fingerprint scanner, \$18,000.

The department has an antiquated fingerprinting system: Everything is done by hand, and everyone placed under arrest must be fingerprinted. For each, an officer must do three separate sets of prints on cards, then the officer has to fill in all the information on each card by hand. Then the cards must be mailed to the state for filing, and if there are any mixups on the prints – a smudge or a print not quite totally finished – those mixups are sent back to the police and require new prints. In addition, the department does fingerprinting for any town resident who needs them, including people who volunteer at the school, which requires that any volunteer working with children have fingerprints on file.

Last year the department fingerprinted 130 arrestees and so far this year (as of mid-July 2019), there have been 74. They do not keep track of the citizen prints they take. The automated scanner will eliminate this labor-intensive work and prevent mixups. If a print is not clear, the scanner will beep to tell the officer instantly to take the print again. The scanner uploads the prints into a national database and is a very useful tool when police are trying to identify a suspect. Chief Mone cited a recent case of a man working his way up the Seacoast and fraudulently withdrawing money at various banks. He was using a fake ID and police were unable to determine his actual identity. Although he was not successful getting money out of banks in North Hampton and Hampton, he did so in Portsmouth. North Hampton and Hampton police ultimately made the arrest.

FY2025 – Replace one cruiser, \$42,000 (see cruiser explanation, previous page)

FY2026 – Replace one cruiser, \$42,000 (see cruiser explanation, previous page)

Please note: The body-worn cameras that were in the long-term proposal in last year's FY2020-2025 CIP plan are not recommended at this time by Chief Mone because more research must be done to determine specifics. She will study this issue for future consideration.

Schedule 4.1 shows capital requests from the Police Department for FY2021–FY2026. The

bottom row shows the total cost of these requests by year. Because some of each retired vehicle's equipment (light bars, radios, etc.) can be transferred to a new vehicle, the six-year vehicle plan attached includes no cost adjustments for inflation.

See Table 4.2 for the analysis of cruiser mileage and hours.

The Utility Vehicle is preferred for its durability, comfort and less frequent maintenance. There are six in the fleet and the last remaining Crown Victoria patrol car is scheduled to be replaced with the Ford Interceptor SUV by the end of FY2021.



Schedule 4.1
Police Department Capital Improvement Requests
Ranked by Year and Department Priority

KEY to Category column:
U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Project	Priority	Category	FY 2021 2020-2021	FY 2022 2021-2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Police Vehicle Replacement	1	U/S	\$84,000	\$42,000	42,000	42,000	\$42,000	\$42,000
Replace Radar Trailer	2	S		\$15,000				
Automated Fingerprint Scanner	3	S				18,000		
TOTAL			\$84,000	\$57,000	\$42,000	\$60,000	\$42,000	\$42,000

Table 4.2
Police Department Cruiser Mileage and Hours

The Police Department operates 24 hours a day 365 days per year. Police vehicles are used for emergency and non-emergency response to calls for service and general patrol of the community. Patrol officers spend the majority of their shift in the vehicles. Essentially it is their office and as such needs to be safe, efficient, and conducive to productive work. Police vehicles endure a far different use pattern than typical personal use vehicles. For example, they are in service nearly 24 hours a day, subject to sudden acceleration, long periods of electrical systems in use for lights and mobile data terminal use, a significant duration of idling, frequent opening and closing of doors, use by multiple drivers, and more. Even with regular on-time scheduled maintenance these vehicles wear out at a much faster rate than standard use vehicles. The Police Vehicle Replacement Plan is a multi-year plan designed to have the safest and most current equipment available for the primary response units. These front line vehicles must be reliable and in safe condition in order to deliver proper emergency services to the community while ensuring the safety of the responding officer.

Vehicle	Year	Make	Description	Miles	Engine Hours	Idle Hours	Mileage equiv. Idle Hours
Cruiser #128	2017	Ford Interceptor	Frontline Cruiser	19323	1501	891	29403
Cruiser #127	2017	Ford Interceptor	Frontline Cruiser	46498	4337	2794	92202
Cruiser #126	2017	Ford Interceptor	Frontline Cruiser	44395	3816	2369	78177
Cruiser #123	2014	Ford Interceptor	Detail Cruiser	56056	4730	2904	95832
Unmarked SUV	2013	Ford Interceptor	Chief Cruiser	85003	6209	3531	116523
Cruiser #1	2019	Ford Interceptor	Frontline Cruiser	11856	1268	863	28479
Unmarked Cruiser	2008	Crown Vic	Deputy Chief Cruiser	78056	1050	N/A	N/A

Section 5 - Public Works/Highway Department Capital Requests

Summary:

- In this six-year plan there are six road repair projects, following the department's 15-year road maintenance plan. The first in FY2021 is for \$230,000 to overlay Spruce Meadow, North Road, Appledore and Boutilier Lane.
- Also in FY2021 is a proposal to buy a new backhoe to replace the existing equipment, a 1999 Case model. The backhoe is one of three pieces of equipment proposed in this six-year plan for a total cost of \$269,000. Two are proposed as five-year lease-purchase agreements, with the first year's cost funded through a warrant article and the remainder in the department's yearly operating budget. The third vehicle for \$54,000 is proposed to be fully funded by a one-year warrant article.

Capital Reserve Fund

The Municipal Transportation Reserve Fund is used to offset some of the annual cost of road maintenance. A portion of all vehicle registration fees collected in North Hampton is allocated to this fund, and each year \$30,000 from the fund goes toward the road maintenance total, while the remainder of the road maintenance cost is through warrant article taxation. In this six-year plan, \$180,000 of the total \$1,105,000 cost of road maintenance will be paid from the capital reserves with no taxation of residents.

Six-year capital proposals

FY2021 – Annual Road Maintenance, \$230,000 for Spruce Meadow, North Road, Appledore and Boulder Lane.



FY2021 - Replace the 1999 Case 580L Backhoe, \$125,000, per the equipment replacement schedule. This vehicle logs 200-300 hours per year and will be 22 years old in 2021. DPW Director John Hubbard estimates the trade-in value will be approximately \$20,000, and he proposes acquiring this new equipment through a five-year lease/purchase arrangement. The first year would be funded through a \$25,000 warrant article, with the remaining years paid through the annual budget. *(Please note: The CIP Committee recommends that the Select Board consider buying equipment outright rather than incurring financial costs for the five-year lease program.)*

FY2022 – Annual Road Maintenance plan, \$180,000, to reconstruct Grandview and pave and overlay Buckskin, Deer Run and Red Fox.

FY2022 – Replace the 2011 Ford F350 pickup truck and plow, \$90,000, per the vehicle rotation schedule. This is the frontline vehicle used for construction projects and winter operations, with its own plow route. It clocks approximately 10,000 miles per year and will be 11 years old in 2022. DPW Director John Hubbard anticipates upgrading this truck to a 450 or 550 model and adding a wing or salting equipment.

FY2022 – Paving at the Recycling Center on Cherry Road, \$33,000. This will include installing new pavement on the existing gravel areas at the Center and overlaying existing pavement in front of the building and up to the brush dump.

FY2023 – Replace 2004 John Deere tractor with attachments, \$54,000. This equipment will be 19 years old when replaced in 2023. This vehicle is used for mowing, moving recyclables, loading compost, and moving brush and other materials at the brush dump.

FY2023 - Annual Road Maintenance plan, \$240,000, to reconstruct Meadow Fox and Sylvan and overlay Juniper, Woodridge and Birch Road.

FY2024 – Annual Road maintenance plan, \$215,000, to overlay Evergreen, Woodknoll and Boutilier.

FY2025 – Annual Road Maintenance plan, \$180,000, to overlay Chapel, Maple and Shepherds Lane.

FY2026 – Annual Road Maintenance plan, \$250,000 to overlay Runnymede Drive and reclaim Garrett Drive.

The annual road maintenance plan is traditionally the most expensive capital project for the Department of Public Works. The specific projects planned in each year and listed above are tentative and can change to go earlier or later depending on conditions and pressing needs. The 15-year maintenance plan is designed to keep costs for roadwork fairly even year to year by keeping up with all road repairs rather than having to face many hundreds of thousands of dollars in any given year to replace several badly-worn roads. The DPW budget includes a line item for the annual state block grant revenue provided to North Hampton from the state gasoline tax. That amount varies from \$70,000 to \$90,000, and all the funding is used for road work in addition to the annual road maintenance warrant articles. This additional work includes drainage and a variety of other road repairs not otherwise covered by the warrant article funding.

The FY2020 paving of the lots in front of Town Hall, the Police and Fire Departments and the west side of the Town parking lot will include regrading of the area in front of the Fire Department bay that has just $\frac{3}{4}$ " of clearance for the ladder truck. New grading will also be done in all areas as needed.

Schedule 5.1 shows all the department's capital requests over the period FY2021-FY2026. The annual total cost of these requests is shown in the last row of the schedule. The 15-year Road Maintenance Plan has been updated and is attached.

Schedule 5.2 provides the department's vehicle replacement schedule. As with the fire and emergency vehicles, it is important that these vehicles and equipment assets are managed in a cost-effective and prudent way to ensure they are safe, fully functional, and reliable in case of emergencies, including weather events for which the town must be prepared. Tracking age and maintenance costs of each vehicle or piece of equipment is an important part of understanding how reliable they are and when replacement may be appropriate. It is prudent to replace unreliable or aging equipment before it fails at a time of need or in a situation that could result in injury to the operator or others.

Schedule 5.1
Public Works/Highway Department Capital Improvement Requests
Ranked by Year and Department Priority

KEY to Category column: U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Project	Dept Priority	Category	FY 2021 2020-2021	FY 2022 2021-2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Replace Case Backhoe	2	P	\$125,000					
Road Improvement - (Plan Year 10)	4	P	\$260,000					
Replace Ford 350 pickup w/ plow	1	P		\$90,000				
Road Improvement (Plan Year 11)	5	P		\$180,000				
Repave Recycling Center pavement	10	P		\$33,000				
Replace John Deere Recycling Tractor	3	P			\$54,000			
Road Improvement (Plan year 12)	6	P			\$240,000			
Road Improvement (Plan year 13)	7	P				\$215,000		
Road Improvement (Year 14)	8	P					\$180,000	
Road Improvement (Year 15)	9	P						\$250,000
Total			\$385,000	\$303,000	\$294,000	\$215,000	\$180,000	\$250,000

Schedule 5.2

*Public Works/Highway Department Vehicle & Equipment
Replacement Schedule*

Year	Make	Description	Mileage/ Hours	Fuel	Estimated Replacement Cost	Replacement Due Date
One Ton/ Medium Duty Trucks						
2011	FORD	Replace 10--12 Years F350 4x4 Pickup #1	64,700 Miles	DS	\$89,700	July 2023
2016	FORD	F350 4x4 Pickup #6	15,200 Miles	DS	\$66,000	July 2037
2016	FORD	F550 Dump Truck #2	15,150 Miles	DS	\$103,000	July 2028
Medium/ Heavy Dump Truck						
2012	FORD	Replace 15-20 Years F650 Dump #5	30,200 Miles	DS	\$134,000	July 2027
2018	International	7400 SFA #3	0 Miles	DS	\$270,000	July 2038
2014	International	7400 SFA #4	18200	DS	\$260,000	July 2034
Backhoe						
1998	Case 580L	Replace 25 Years Back Hoe	4,150 Hrs	DS	\$125,000	July 2021
Loaders						
2010	Case 621 Ext	Replace 25 Years Loader	1,910 Hrs	DS	\$263,000	July 2035
Tractors						
2004	John Deere 4610	Replace 15-20 Years Tractor & Attachments	2300 Hrs	DS	\$42,000	July 2022
Chipper						
2007	Bandit	Replace 30 Years Model 1590	400 Hrs	DS	\$75,000	July 2037
Zero Turn Mowers						
2012	Husqvarna	Replace 5-7 Years 23.5 Hp Mower Commercial	402 Hrs	Gas	\$12,400	

Section 6 - Town Administration Capital Requests

Summary

- Town Administration proposed one capital project for FY2021: The final phase of renovation of the historic Town Hall for \$23,621. This is proposed to be paid from the building maintenance fund with no taxation of residents.

Capital Reserve Funds

Building Maintenance Fund - \$301,882 6/30/19
Town Buildings Fund - \$265,897 6/30/19

Voter-approved warrant articles contribute annually to the Town's building maintenance fund to ensure there are sufficient funds to cover building maintenance and emergency repairs. On average, the town spends about \$100,000 a year on various repair projects for all Town buildings. Some money in the fund is earmarked to cover specific emergency projects that may crop up. Separate warrant articles approved by voters contribute to the town buildings fund, which is earmarked for the building and/or renovation of the Town facilities.

Capital Proposal FY2021

In 2018 the Town hired an historic building specialist to examine the 1844 Town Hall building and produce a plan for needed façade repairs. The first phase is being completed in FY2020 for \$23,621, and this final phase for FY2021 is for the same amount.

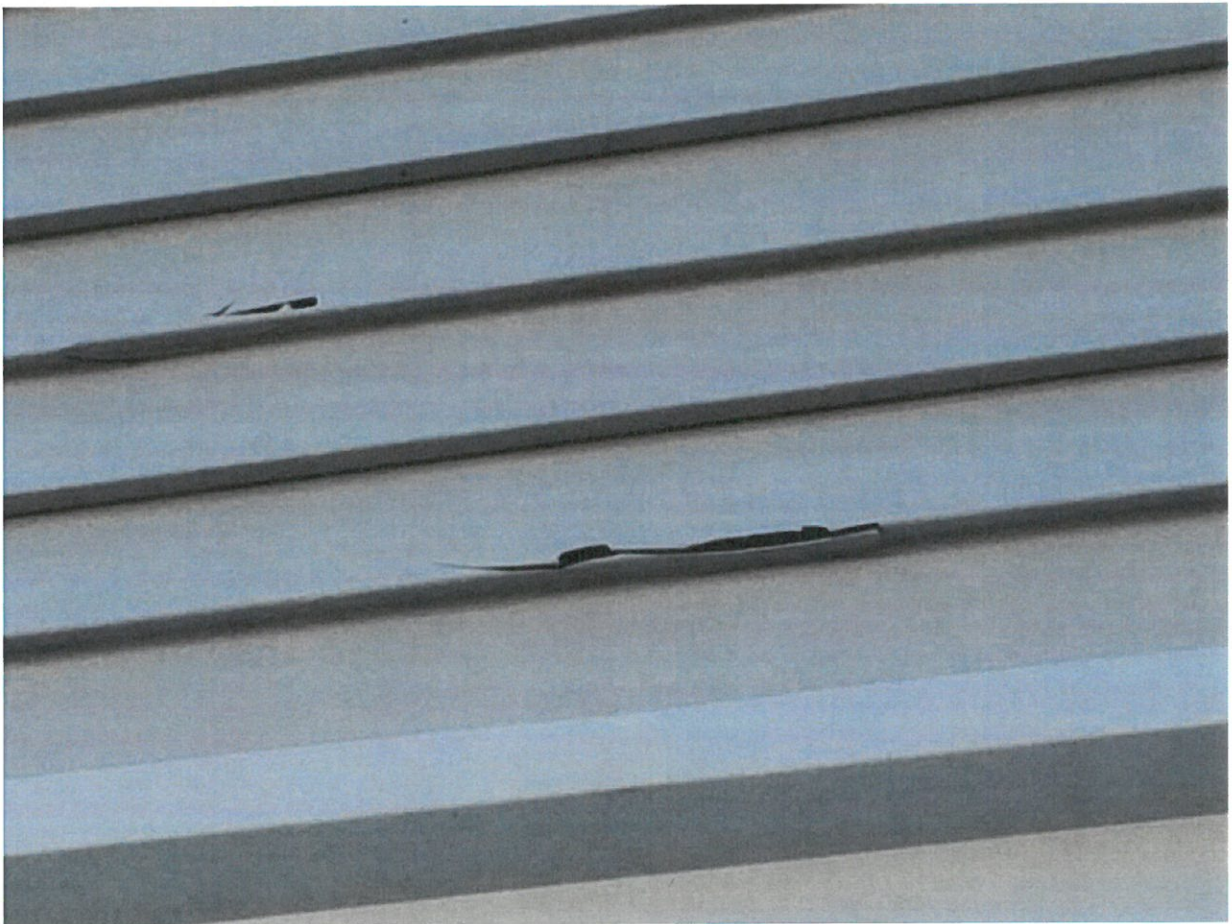
The Town has no capital proposals for FY2022-2026.

In FY2020 a new gas line was run to the Fire Department in conjunction with the HVAC system replacement in that building. During the winter, the roof of the Police/Town Offices building was insulated to stop years of ice dam buildups that caused leaks and damaged the exterior siding of that building. The siding project will be completed in FY2020.

Schedule 6.1 shows Town Administration's requests for FY2022 – FY2026



Siding damage - Town Offices / Police Building. Project to be completed in current FY2020



Schedule 6.1
Town Administration Capital Improvement Requests
Ranked by Year and Department Priority

KEY to Category column:
U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Project	Dept Priority	Category	FY2021 2020-2021	FY 2022 2021-2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Town Hall repair (Year 2 of 2 year project)	1	P	\$23,621					
TOTAL			\$23,621	\$0	\$0	\$0	\$0	\$0

Section 7 - North Hampton School Capital Requests

Summary

The North Hampton School has two capital projects for FY2021, both included in one Annual Long Term Maintenance Warrant Article for a total \$60,000:

- Resurface asphalt and re-line parking lot in front of the school, \$40,000.
- Reseal the exterior brick of the building, \$20,000.

Building Maintenance Reserve Fund

\$142,720, 6/30/19

The school maintains an expendable trust fund to be used for emergency facility repairs as needed. Planned repairs, such as all of those in this six-year plan, are covered by the annual long-term building maintenance fund warrant article, which began in 2012 to provide funding for repairs and upkeep that often went unattended because allocated funds in the budget were being squeezed out by other priorities.

Six-year capital proposals

This plan includes details of five annual Long Term Maintenance projects through FY2025 to cover items listed below. While there are “future” projects noted in FY2026 and beyond in the school’s plan, none have been scheduled by year. The SAU and School work on a five-year plan rather than the six-year plan the CIP Committee prepares. Please note: Annual interior painting projects are covered in the School’s yearly operating budget.

FY2021 - Annual long-term maintenance warrant article \$60,000. To pave the crumbling front parking lot (\$40,000) and to reseal all the exterior building bricks (\$20,000).

FY2022 - Annual long-term maintenance warrant article \$60,000. To resurface the rubber playground (\$50,000) and construct an athletic equipment storage shed (\$10,000).

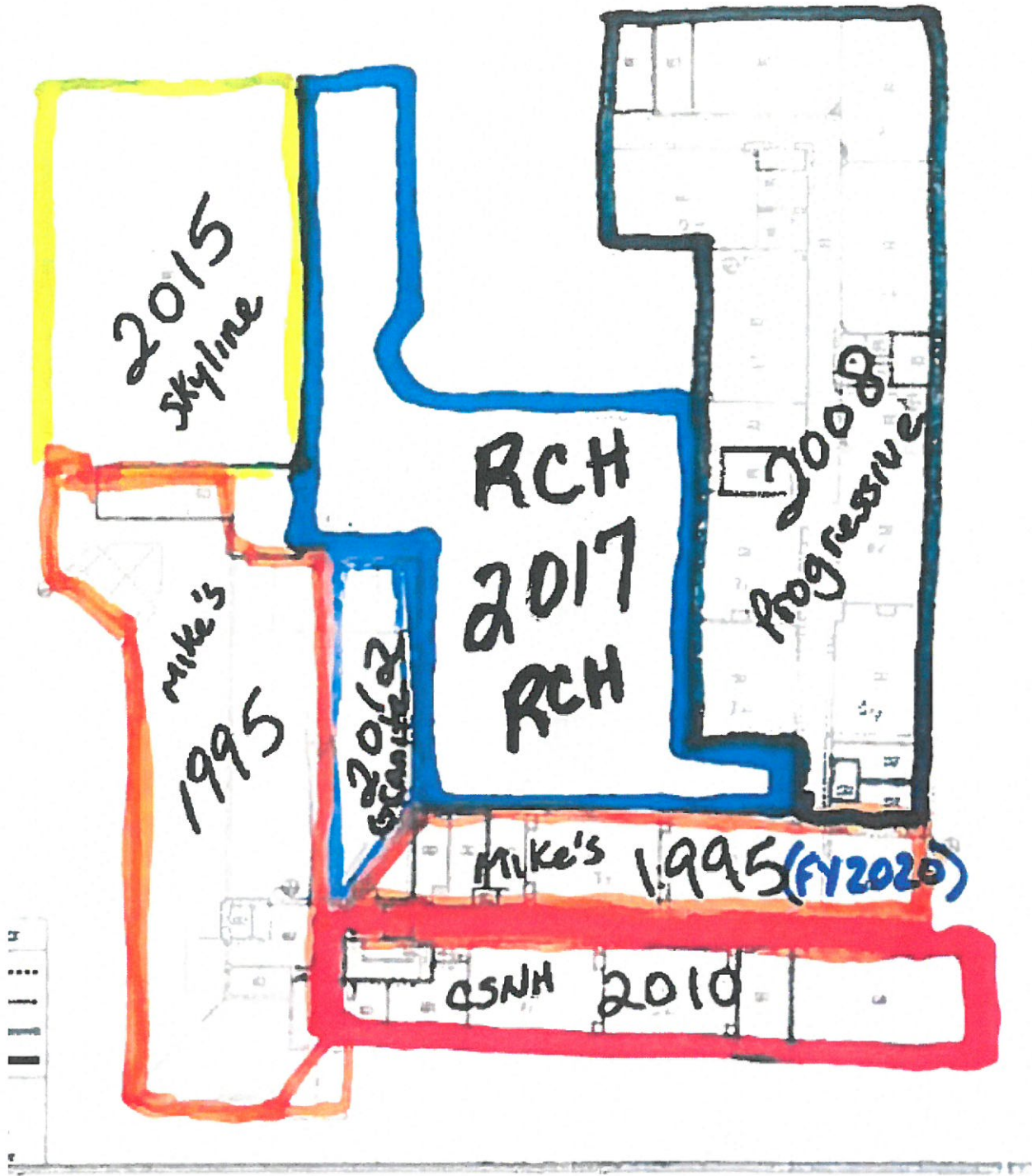
FY2023 - Annual long-term maintenance warrant article \$60,000. To replace the irrigation pump system (\$20,000) and replace the leach field (\$40,000).

FY2024 - Annual long-term maintenance warrant article \$55,000. To replace the fire alarm panel (\$40,000) and to replace the exterior doors of the gym (\$15,000). Although the fire alarm panel was repaired in 2014 after it was damaged by a lightning strike, it will require a complete replacement by FY2024. The doors are showing wear and tear and repairs are often needed for it to function properly.

FY2025 - Annual long-term maintenance warrant article \$65,000. To replace a section of the roof (\$35,000) and upgrade the HVAC system for the main office (\$30,000). The roof is replaced in sections to keep ahead of the potential for large and expensive swaths of repairs, and this one is for the roof above the gym entrance, kitchen and cafeteria on the west side of the building. Since 2008, the School has replaced portions of its roof (2008, 2010, 2012, 2015, 2018 and 2020). This is the last section of the original 1995 roof that remains. (See roof drawing at the end of this School section.)

FY2026, Future - Anticipated projects include replacing the 20-year-old HVAC roof unit for the gym; exterior trim and fascia replacement; interior LED lighting conversion; repaving the asphalt parking lot on the east side of the school, and upgrading the automated door system.

Schedule 7.1 presents the School's anticipated capital projects for FY2021-FY2026. Annual total costs of the projects are shown in the bottom row of the schedule.



School roof sections by year of installation.

Schedule 7.1
North Hampton School Capital Improvement Requests - Ranked by Year

KEY to Category column:

U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Project	Category	FY 2021 2020-2021	FY 2022 2021-2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Repair parking lot - front	P	\$40,000					
Reseal exterior brick	P	\$20,000					
Resurface rubber playground surface	S, P		\$50,000				
Construct athletic storage shed	S, P		\$10,000				
Replace irrigation pump system	S, P			\$20,000			
Replace leach field	S, P			\$40,000			
Replace fire alarm panel	S, P				\$40,000		
Replace gym exterior doors	S, P				\$15,000		
Replace roof section	P					\$35,000	
Upgrade HVAC main office area	P					\$30,000	
TOTAL		\$60,000	\$70,000	\$60,000	\$55,000	\$65,000	*

Note: All projects listed above will be in a given year's Long Term Maintenance Warrant Article.

* For FY2026 and beyond, the following projects are anticipated: 1. Replace HVAC Roof Top Unit for Gym (installed 1996). 2. Exterior Trim and Fascia Replacement. 3. Interior LED Lighting. Convert from T8 to LED. 4. Repair Asphalt Sidewalks in Front of School. 5. Repave Asphalt Parking Lot on East Side of School. 6. Upgrade Door Automation System.

Section 8 – Library

Summary

The CIP Committee continues to believe the Town's number one capital project priority is to replace and/or renovate all Town Facilities (Library, Fire Department, Police Department, Town Offices) because of declining conditions and overcrowding. For FY2021, the Library Trustees propose a \$3.4 million addition/remodeling project to double the size of the existing Library building. At the same time, the Select Board is considering an alternate plan presented by Select Board Member Larry Miller to build a new Library on the Homestead property immediately west of the existing building and renovate the existing Library for use as Town Offices. The Library Trustees' plan was reviewed by the CIP Committee July 19, 2019, and the Miller plan was reviewed August 29, 2019. The Committee voted in favor of recommending the Miller plan as the most economical and fastest way forward to address all the Town Facility issues, with priority on the public safety facilities for Fire and Police, which cannot be addressed until the Library plan is settled. Both plans are reviewed below and in the Summary section at the beginning of this report.

The Select Board and the Library Trustees were expected to have a joint meeting September 23, 2019, but the Library Trustees on September 11 decided to send a letter to the Select Board to say they would not be appearing. The CIP Committee's deliberations and decisions were based on information available to it as of August 29, 2019. This report was in the final stages of preparation as the Library issue was advancing forward, and further information may become available beyond what is contained in this report.

The Library has no other capital projects for FY2021-2026

Capital Reserve Fund

\$668,407 Total contribution from Town Warrant articles approved by voters

(Note: This does not include the March 2019 \$100,000 approved warrant article because the requirement of \$100,000 in matching funds from the Library has not been met. Once that happens, \$100,000 will be added to the Capital Reserve Fund monies available.)

This fund was established in 2006 to raise money for the library building project, and eight warrant articles have since been approved by voters.

Capital proposal for FY2021

The Library building, while structurally sound, is too small. After several years considering different options for a new building, the Library Trustees have decided to go forward with a plan to remodel the existing building and construct a 5000-square-foot addition on the west, east, and south sides. The total cost is \$3,438,200 million (shortened to \$3.4 million throughout this report), and the Trustees plan to include a warrant article for \$2.4 million on the March 2020 ballot. If approved, construction would begin in the summer of 2020.

Although the Trustees anticipate a fundraising campaign to begin at an unspecified date, they intend to ask for the total amount they will need (\$2.4 million) to complete the \$3.4 million project. The Trustees want the full remaining amount to be approved by voters so the construction can proceed without the potential interruption that could be caused as donations are

being sought and received. It is the Trustees' plan to pay down the \$2.4 million debt by an amount equivalent to the donations as they are received, after the warrant article passes. Previously, the Library Foundation, which handles the fundraising, had estimated private donations would produce \$1 million, and as of August 2019, a new estimate of \$1.3 to \$1.5 million was reported to the CIP Committee.

The Plans – Written proposals and schematics for both plans follow this narrative. Cost estimates and details quoted in this CIP Report are taken from the Trustees' proposal as of July 19 and the Miller proposal as of August 29.

Library Trustees

The Trustees' plan deals only with the Library structure itself, and the Trustees have a guaranteed maximum price of \$3.4 million to complete the project. The building is proposed to be expanded on the west to the property line of the Homestead property, to the east but not affecting the leach field, and to the south to within seven feet of the handicap ramp at the Town Clerk's office (also known as the Stone Building). No additional parking is proposed. The proposed structure would be 11,386 square feet, more than double the existing space.

Under this plan, added space would wrap around the west and south facades of the existing building, providing secure access to meeting rooms at night when the Library is closed. The existing building would be remodeled, and together, the Library's square footage would total 11,386. The floor plan includes new dedicated space for a children's room, six meeting/conference rooms, increased space for the adult and children's collections, more storage, and an entry that would allow public access after-hours to the meeting rooms.

There is no new parking in this plan. The Library intends to use the adjoining Town lot now used by the Fire Department for overflow parking as well as the Homestead lot. It is anticipated that the Library will remain open as construction takes place.

The Library Trustees, as they have in the past with all the potential building options, have sought extensive public input about the floor plan and the uses within this proposed expanded building. If this plan is approved, the next phase to address Town Facilities would likely be for the Town to construct a new building on the Homestead property to house the Town Offices, which are now on the second floor of the Police Department. Once the town employees have moved, the Police and Fire buildings could be addressed.

This plan does not meet the Town's Zoning Ordinance requirements for building setbacks. (Municipal entities are exempt from the requirements of zoning ordinances.) The detailed cost estimates for this plan are attached to this section, and the total \$3.4 million is a guaranteed not-to-exceed cost.

Library Trustees' building - \$3.4 million

Alternate Plan

The Miller plan being considered by the Select Board proposes a new Library building of 10,500 square feet on the Homestead property, which would then allow the Town Offices to move to the existing Library, with some renovation but no new addition. The Town employees are now

located on the second floor of the Police Department building, and the crowded Police Department cannot move into that space until the Town employees depart.

There is no floor plan available for the Miller Plan. There is a to-scale architect's drawing that shows a 10,500-square-foot building will fit on the property in two different locations while providing 31 to 41 parking spaces, depending on the siting of the building. This plan meets all Town Zoning Ordinance setback requirements.

Alternate Plan cost: \$3.4 million

Overall Plan

While the cost for the Library building itself is about the same - \$3.4 million – in both the Trustees' plan and the Miller plan, the Miller plan estimates actual costs to the Town by using the Trustees' plan to be substantially more because the Trustees' plan will limit the Town's options for addressing the other buildings in need.

Renovating and building on to the existing Library building for \$3.4 million as the Trustees propose will require the Town to spend \$5,763,237 according to the Miller plan estimates. Most of the estimated \$1.8 million difference is because the Town would then need to build a second building for Town Offices on the Homestead property if the Library remains in place. The Miller plan reverses the order, putting one new building – a Library – on the Homestead and doing a modest renovation to the existing Library for Town employees. Under the Trustees' plan, the Library would remain open while construction proceeds in and around the building. Under the Miller plan, there would be no construction interference in the existing Library as a new Library is built next door.

While the Miller plan's Library is 10,500 square feet, the Trustees' plan has a library at 11,386 square feet. During the CIP Committee's review, Miller said the building on the Homestead could expand to 11,000 square feet and still fit, making it 386 square feet smaller than the Trustees' plan.

The CIP Committee carefully reviewed both these proposals and held a special meeting August 29, 2019 to discuss the public facilities aspect of this report.

At that meeting the Committee agreed:

1. The Town's top capital priority is the Town Facilities (Library, Police and Fire buildings, Town Offices)
2. Among those facilities, the public safety buildings are the priority projects, and to get to those buildings the Library must be addressed first.
3. The most cost effective and quickest solution for the Library and the remaining facilities is the Miller plan, estimated to cost \$1.8 million less than the expansion/remodeling of the Library in place, which would mean building a new structure for the Town employees.

The CIP Committee discussed the differing cost estimates. The Library plan's cost is a guaranteed, not-to-exceed price of \$3.4 million. Miller's costs are estimates based on using the same square-foot building cost as the Trustees' plan for all proposed buildings, the Trustees'

estimates for a parking lot and a new HVAC system in the existing building (adding two years of cost increases since that estimate was made and adding a sum for a potential change in the mechanics of the HVAC system), and an estimate from Ricci Construction for bringing the building into ADA compliance. No written estimates for the Miller plan were submitted to the CIP beyond the Miller report's financial recap sheet.

The Committee also discussed:

- The need to consider all the town buildings as a group, given that all have needs and there is but one piece of land available for expansion – the Homestead property just west of the Library. The Trustees' plan does not consider any other needs beyond the Library while the Miller plan outlines phases for the completion of all four buildings in question.
- The possibility that both plans will go to voters as separate warrant articles in March 2020, and all agreed that in such a case, both would likely fail.
- The amount of time and money the Library has spent developing its plan over the past 22 months, and whether the existing proposed floor plan could be transplanted to the Homestead property (Trustee and Committee member Jacqueline Brandt said probably not because the prospect of a new building rather than working around an existing building would likely mean a different floor plan choice). Also discussed was whether earlier proposed plans for a Library on the Homestead could be resurrected (no conclusion) in an effort to save time and money if the Library Trustees were to opt for the Homestead.
- The parking issues created by the Trustees' plan. There are currently 16 spaces at the Library. The Library's expansion plan does not provide any additional parking, even though it doubles the size of its building and adds more meeting rooms. Instead, the Library plan relies on overflow parking going to the Town lot by the Fire Station and to the Homestead. However, future expansion of the Fire Station will likely eliminate those parking spaces the Library relies on. The Miller plan provides 31 to 41 parking spaces - depending on the exact siting of the building on the lot - for a new Library on the Homestead.
- Ledge removal. It is known that ledge exists on the Homestead property and part of the area where the current Library is located, and costs for this are not factored into either plan. The Miller plan lists the potential need for ledge removal on both plans, but has no costs. Committee member and former Select Board member Rick Stanton noted that the Town did an extensive test of the Homestead property to determine the extent and location of the ledge, and he said the study showed the ledge is primarily on the front portion of the Homestead facing Atlantic Avenue.

The Trustees and the Select Board were expected to have a joint meeting September 23 for further discussions. However, on September 11 the Library Trustees decided not to attend that meeting, and as of the completion of this report, the Trustees are moving ahead with their plan. Due to time constraints with the deadline for this report, the CIP Committee made its determination based on all the facts before it as of August 29, 2019.

The following pages contain the Library's images and detailed project budget as of July 10, 2019 and Select Board Member Larry Miller's presentation to the Select Board on August 26, 2019.

Rendering of Expanded Existing Library – Library Trustees Plan

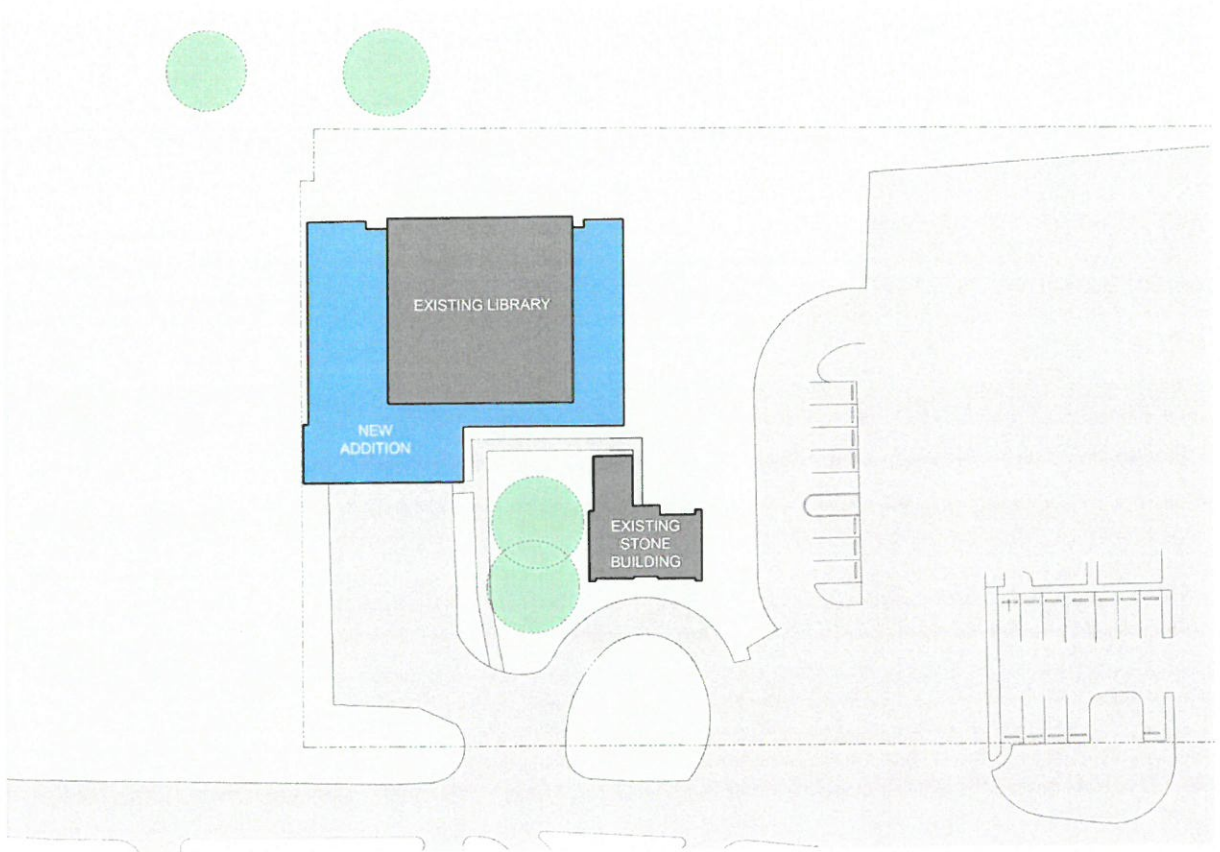


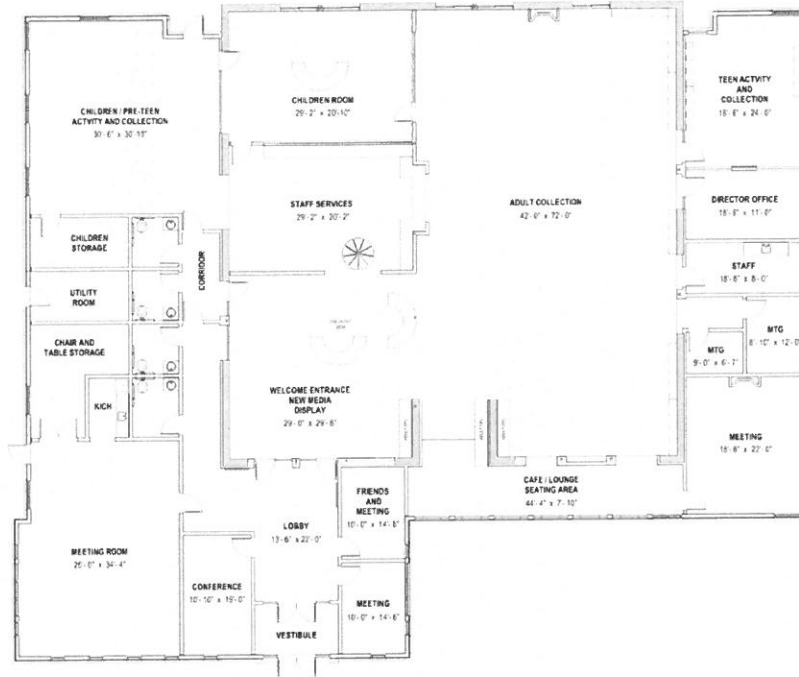
From SE



From SW







Project Budget Detail for Expanded Existing Library
North Hampton Public Library
 July 10, 2019

Site Acquisition and Fees

Notes

HAZMAT Disposal	TBD	\$0	None known
Hazardous materials identification, testing, removal		\$0	None known
Financing costs		\$0	TBD
Insurance Fees		\$0	Included in CM Costs?
Legal Fees + State Fire Marshall Fees		\$5,000	
Site Permitting Costs (Planning BD and DES)		\$10,000	
Site Permitting Fees (Site Specific - AOT)		\$0	not required
Construction Permit		\$0	assumed to be waived
Power company back charges		\$25,000	UG Power Service
Utility Impact Fees (sewer)		\$0	
Water Meter Fees		\$1,000	
Other Permitting Fees	TBD	\$0	assumed as not required
Other Local Fees	TBD	\$0	assumed as not required
Subtotal		\$41,000	

Site Data

Site Survey		\$0	by Owner - existing
Geotechnical investigations post vote		\$12,000	
Phase I Environmental Site Assessment	TBD	\$0	assumed as not required
Wetlands Mapping	TBD	\$0	assumed as not required
Subtotal		\$12,000	

Architectural/Engineering Design Fees

Architectural/Engineering Basic Services Fees		\$250,000	
A/E Reimbursable expenses (estimate)		\$17,500	
Permitting Related Engineering Services	TBD	\$0	assumed as not required
Other Fees	TBD	\$0	
Subtotal		\$267,500	

Independent Consultants (additional to A/E Fees)

Acoustic Consultant		\$0	assumed as not required
Technology Consultant		\$0	assumed as not required
HAZMAT Monitoring and Bid Docs	TBD	\$0	not required
Subtotal		\$0	

Furnishings - Equipment - Technology

Furniture and Equipment -reusing items for future replacement		\$75,000	
Specialty Equipment		\$0	assumed as not required
Other		\$0	assumed as not required
IT/AV Systems -reusing items for future replacement		\$50,000	
Security Management System		\$35,000	
Relocation Budget		\$40,000	
Subtotal		\$200,000	

Subtotal - Soft Costs \$520,500

Construction Costs

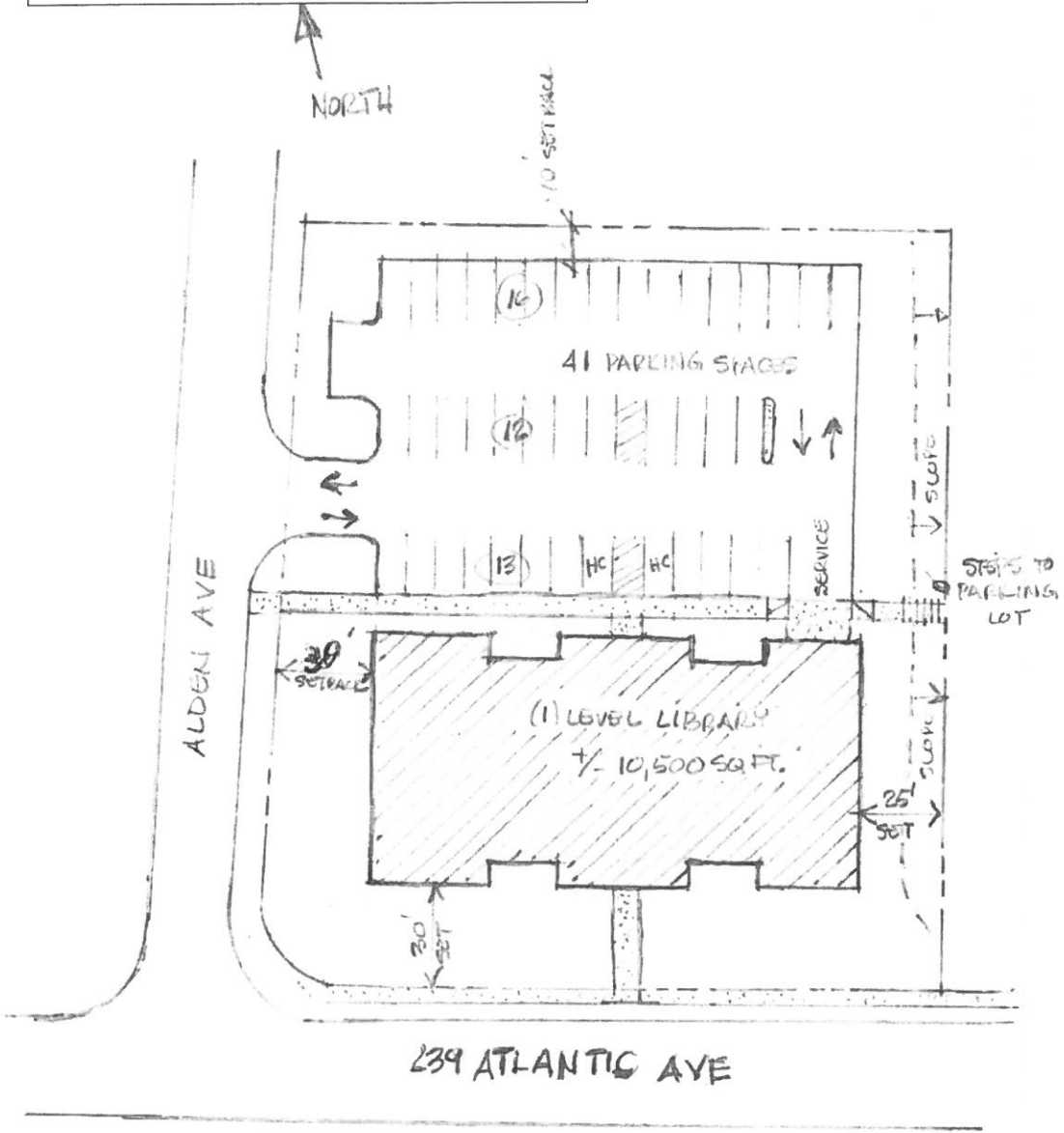
Building Construction Cost		\$2,607,000	GMP by CM**
Construction Contingency = 5%		\$130,350	
Performance Bonds		\$0	included
CM Fee		\$0	included
Inflation = 5%	summer 2020	\$130,350	
Subtotal - Construction Costs		\$2,867,700	

Rebates through Utility Company(s)	TBD	\$0	
Construction Inspection & Testing		\$0	Included in GMP
Owner Contingency	TBD	\$50,000	
Total Project Estimate		\$3,438,200	

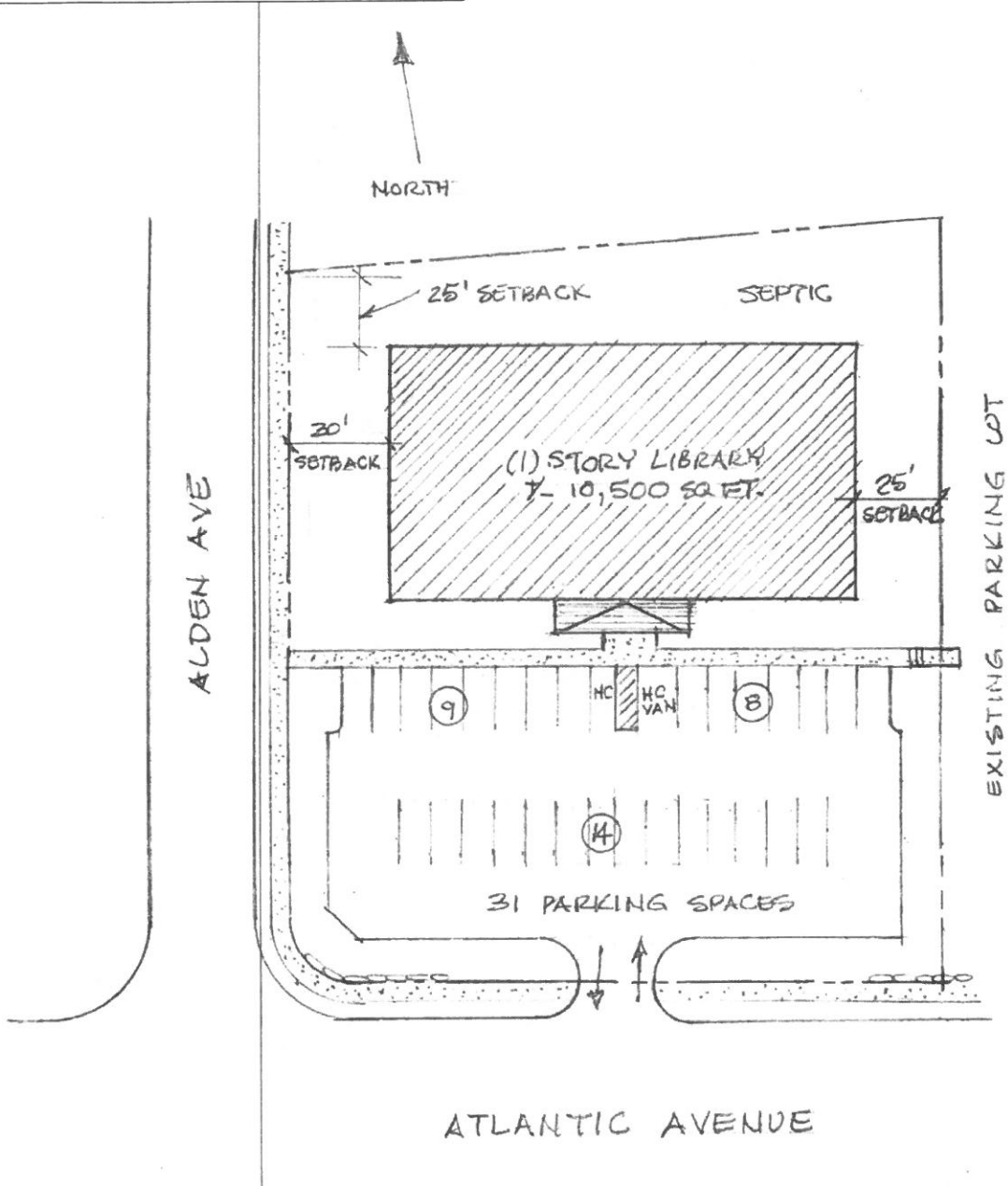
Not-to-Exceed Budget

Miller Alternate Plan

New Library on "Homestead" property
w/ parking behind bldg



New Library on "Homestead" w/
parking in front of bldg



ATLANTIC AVENUE

SCALE 1" = 40'-0"

The Time has arrived to develop a Comprehensive Plan North Hampton Town Buildings 8-26-19

Background Information

For many years, several Select Boards have tried to pass construction projects which would address the Town's antiquated buildings. Highest priority has been the task of updating the Fire/Rescue/Police building. To date, none of the associated Warrant Articles has passed at election. Our last election confirmed the voters would not consider buying a site for expansion. Thus, the focus of this plan is to use the buildings and land the Town has now to their best purpose. Results, cost, utility and time are all considered factors.

The Police building which was built in 1990 to accommodate a total of 8 employees had an unfinished second story. The space was intended for the future growth of the Police Department. Today, the total staff numbers 14.

The Police Department now has male and female officers. The making of gender appropriate facilities available has stretched the first-floor space to its limit. Outside storage of records in the parking lot is now, unfortunately, necessary.

Since 2001, the second floor of the Police building has been the home of our Town employees. This space no longer adequately serves these employees, their records, storage of artifacts and records of the Heritage Commission and the Historical Society or the North Hampton citizens who go there to conduct their affairs.

The Fire Department building was constructed in 1968 for a Fire Department with 1 fulltime employee. In 1986, the Town voted to have 24-hour protection. The staff increased to 1 chief and 12 firefighters. Today, the force is a Chief, Deputy Chief and 12 firefighters. We also have 24-hour Paramedic service. We also have a female firefighter who is also a Medic. Professional and personal accommodations are very inadequate. Gender accommodating facilities are necessary for any professional workplace.

See the list of deficiencies in the FD/Rescue building on pages 6 and 7.

There are no alternative locations for the Town employees. And yet, they must be relocated in order to allow the FD/PPD Safety Center to be improved. There is no alternate location for the FD/PPD services.

Phase 1

The highest responsibility for any Select Board is the health and safety its citizens. Improvement of the Public Safety facility is 10-15 years past due. Therefore, the redevelopment the FD/PP buildings needs attention first.

However, there is no way to seriously address the gross deficiencies in this building while the Town employees are located above the Police station. This 2500sf space is also grossly inadequate for the employees, record storage and accessibility for the public. We must provide them another location.

The best, fastest and most economical way to accomplish this is to build 1 new Town building. That building is a new stand-alone North Hampton Public Library on the Homestead lot.

Once the new Library Building is completed and occupied, the old Library can be quickly repurposed to be the new home for the Town employees.

In future years, with the second floor of the Police Department vacant, plans to renovate the FD/PP building can be executed.

I have attached two scaled drawings of a new North Hampton Public Library Building sited on the Homestead lot which meet all the requisite municipal setbacks. Augmented parking is included. A place for a new septic system is also included. **See pages 8 and 9.**

Why not expand the North Hampton Public Library in place?

The present North Hampton Public Library expansion plan calls for expansion of a building never intended to be expanded. Many architects have told us the building is not suited for expansion. The plan also includes no additional parking. The plan requires construction while the library is open. The options for a new library space are limited by the condition of the existing building, the location of its leach field and the proximity to the historic Stone building. The expansion of the existing building does not conform with the present and future needs of the other Town public facilities. The expansion plan of the Library building does NOT comply with the setback requirements of our Town Zoning Ordinance. However, the existing Library building is very well suited for the future location of the Town employees and their record storage needs. The Heritage Commission and Historical Society could store their records and artifacts as well.

The reuse of the North Hampton Public Library building saves > \$1.6MM and 1-2years minimum. Plus, only 1 new building is needed, not two buildings (1 for the NHPL expansion and 1 for the Town employees).

The Select Board should hire its own architect to seek a cost estimate for a 10,500sf, 1-story North Hampton Public Library to be built on the Homestead lot with parking and septic system.

The builder I approached for ideas recently estimated <\$3.2MM using superior finishes for a 10,500sf 1 story building. The parking lot and septic will be additional.

With a design in hand, the Select Board could seek multiple bids to support a Bond Warrant Article for the March 2020 ballot.

I believe the Select Board should vote to put on the March ballot a Warrant article bond to fund a stand-alone NHPL building on the Homestead lot. 1 year later, 2021, the New NHPL building will be occupied and the old NHPL building can be repurposed as the new Town Administration building.

After the Town employees move from their present location above the PD, plans can be executed to address the Safety Building for the long term.

Phase 2

Simultaneous with item 1., the Select Board shall create an RFP to study the rebuilding or replacement of the Fire Station Building in place. This request will be sent to at least 6 architectural firms. The present drive through space between the Town Clerk Office and the NHFD must be included in a rebuild plan. The parking spaces along the FD building west wall will be eliminated.

Phase 3

Next, I am asking the Select Board to direct the Town Administrator to plan the use of the existing Library as a new home for the Town employees now housed above the NHPD.

Using a blowup of the NHPL building, engage the employees in laying out the use of the building and to accommodate the documents and artifacts also to be stored.

We have new cost figures for the updating of the entrance and restrooms to meet ADA standards.

Phase 4

The long-term plan for the Town Clerk/Tax collector is to remain in their present location. The Town has repaved the present Library parking lot. It will serve well the traffic needs of the Town Clerk and the Town Offices once they are so located. No action needed.

Phase 5

Inquire of the NH Bond bank the cost of a 20-year and 30-year fixed rate and fixed payment bonds for \$2.5MM and \$3.MM.

Phase 6

FIRE/RESCUE DEPARTMENT ISSUES

8-26-19

1968 – The current Fire Station was built and was intended to house one full time employee which is what the Town was running for personnel at that time.

1986 – The Department took over the ambulance, disbanded the ambulance core and hired eight full time firefighters which began three man shifts. Total employees at that time was Thirteen

1994 – The department began downsizing by attrition to two man shifts and that was completed by mid 1995. Total employees of nine.

1995 – The Department promoted a full time Deputy Chief. Total employees of ten.

2004 – The Town voted to reinstate the four positions lost in 1994. Total employees of fourteen. This is the number of full time employees we are at today running three man shifts.

In response to issues with the building and operationally within the Department

- The building is in a state of disrepair in which the front wall has begun separating from the remainder of the building.
- The roof trusses are warped and should be repaired or replaced.
- Due to the truss problem, our insurance has stated they will not cover a loss if the roof is not shoveled when more than 6 inches of snow has accumulated on the roof.
- Proper spacing between apparatus and walls/equipment does not meet today's best practices and creates a safety hazard.
- Lack of storage space requires that we store equipment on the bottom of the roof trusses in the attic area which it is not rated for both weight as well as properly fire separated.
- There is no separation for opposite sex employees to include bathroom, shower and bunk room facilities.
- A lack of office space creates a crowded work environment in the dispatch area where a 9 x 15 foot area houses 3 employee work stations in addition to office equipment, dispatch radios and department files.
- The construction of the building (height and width of bay doors) limits the equipment that may be purchased by the Town.
- Storage of equipment in the bays creates an environment where employees cannot walk completely around apparatus.
- Size of bays creates a situation where town equipment is stored outside and has led to multiple electrical issues with those vehicles.
- A lack of public meeting space has caused the Towns EOC to be used as a public meeting space and not as intended by the department
- The department lacks a dedicated fire/police training space.
- EMS supplies and equipment are stored in the kitchen with no facility to properly decontaminate supplies and equipment.
- The floor of the bays has separated from the foundation and has been repaired with cold patch in order to get by.

- Plans review and customer meetings are held in the kitchen due to no available meeting space.
- Due to no PPE storage space, gear is exposed to direct sunlight as well as artificial light which has caused premature degradation of the equipment.
- Two office spaces are directly off the bays and not sealed from vehicle noise and operational contaminants on the bay floor.
- Emergency radio equipment stored in an attic space with temperatures ranging from below zero to 140 degrees due to space considerations
 - Lack of secured area for emergency dispatch equipment, files and employees.
 - Lack of records storage space.
 - Lack of proper storage for flammable/combustible liquids and equipment.
 - Lacking space for fitness equipment for Fire and Police employees.

Section 9 - FY2021-FY2026 Schedule of All Capital Requests

Schedule 9.1 reflects this year’s CIP Committee’s prioritization of capital projects for FY2021 and likely funding sources.

Schedule 9.2 lists all capital requests received and assessed by the CIP Committee for subsequent FY2021-FY2026.

Schedule 9.1 Prioritized Capital Improvement Requests for FY 2021 (2020-2021)

KEY to CIP category column:

U = Urgent to Protect Assets; **S = Public Health/Safety** Need; **P = Needed to Preserve** Assets

Function	Project	Dept priority	CIP category	CIP priority	FY 2021 2020--2021	Funding source(s)
Pb. Safety, Town Admin, Library / Construct new and/or expand, renovate buildings						
Police	Vehicle replacement (2 cruisers)	1	U/S	1	\$84,000	Special revenue fund
Town Admin	Town Hall repair / restoration. Year 2 of 2 year project	1	P	2	\$23,621	Capital reserve – Building maintenance.
School	Resurface and reline parking lots (front and east), front sidewalk		S/P	3	\$40,000	Warrant
Fire/Rescue	Replace ambulance		S	4	\$225,000	Cap reserve -- Fire Department Equipment
DPW	Annual road maintenance	4*	S/P	5	\$260,000	Cap reserve (\$30k); Warrant (\$230,000)
School	Re-seal exterior bricks facades		P	6	\$20,000	L-T maintenance reserve warrant article
DPW	Replace 1999 Case Backhoe	2*	P	7	\$125,000	Warrant for lease/purchase. \$25k per annum
Total					\$827,621	

Schedule 9.2
Capital Improvement Requests for FY 2022 – FY 2026

KEY to Category column: U = Urgent to Protect Assets; S = Public Health / Safety Need; P = Needed to Preserve Assets

Function	Project	Dept priority	Dept Category	FY 2022 2021- 2022	FY 2023 2022-2023	FY 2024 2023-2024	FY 2025 2024-2025	FY 2026 2025-2026
Library, Pb. Safety, Town Admin	Construct, enlarge, renovate bldings							
Police	Police Vehicle Replacement	1	U/S	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000
Police	Replace Radar Trailer	2	S	\$15,000				
DPW	Replace Ford 350 pickup w/ plow	1	P	\$90,000				
DPW	Road Improvement (Plan Year 11)	5	P	\$180,000				
DPW	Repave Recycling Center pavement	10	P	\$33,000				
School	Resurface rubber playground surface		S, P	\$50,000				
School	Construct athletic storage shed		S, P	\$10,000				
Fire/Rescue	Replace Engine 2	2	U		\$650,000			
DPW	Replace John Deere Recycling Tractor	3	P		\$54,000			
DPW	Road Improvement (Plan year 12)	6	P		\$240,000			
School	Replace irrigation pump system		S, P		\$20,000			
School	Replace leach field		S, P		\$40,000			
Fire/Rescue	Refurbish Engine 1	3	U			\$225,000		
Fire/Rescue	Replace Utility Vehicle	4	S			\$55,000		
Police	Automated Fingerprint Scanner	3	S			\$18,000		
DPW	Road Improvement (Plan year 13)	7	P			\$215,000		
School	Replace fire alarm panel		S, P			\$40,000		
School	Replace gym exterior doors		S, P			\$15,000		
Fire/Rescue	Replace Ladder Truck	5	S				\$500,000	
DPW	Road Improvement (Year 14)	8	P				\$180,000	
School	Replace roof section		P				\$35,000	
School	Upgrade HVAC main office area		P				\$30,000	
DPW	Road Improvement (Year 15)	9	P					\$250,000
	TOTAL excluding municipal bldgs expansions/construction			\$420,000	\$1,046,000	\$610,000	\$787,000	\$292,000

Attachment A Municipal Facilities History

Because three consecutive Select Board warrant articles – in 2014, 2015 and 2016 – and one citizens’ petition in 2017 failed to garner the required 60% yes vote for new municipal buildings, the CIP Committee has needed to keep informed about options that might be presented to the voters.

After the March 2016 vote failed, the Select Board decided not to present an entire campus plan to voters a fourth time. Because the Fire Department building is in the worst shape, the Select Board opted to make construction of a new Public Safety Building the first priority for replacing the Town’s aging buildings. While the fire building could be remodeled, it would cost more than building an entirely new building, primarily because the Fire Department staff and equipment would have to relocate at very significant cost for some months while renovations were completed. In addition, there are significant cost savings in combining the Fire and Police departments into one structure where they can share space and equipment.

The top priority of the CIP Committee has been and remains replacement of the municipal buildings. The Select Board in 2017 and again in 2018 decided not to pursue any construction plan. During that time the Select Board investigated potential building sites off-campus for a Public Safety Building but found none suitable.

History of Town Campus Planning

There have been several studies since the mid-1990s, and all are available on the town website and described in prior years' CIP reports. Since the March 2014 vote, three additional studies have been completed:

- Foley, Buhl, Roberts & Associates’ Structural Report of the current Fire Station
- Bonnette Page & Stone & Associates’ Estimate of Renovation Costs for the Public Safety buildings
- Foley, Buhl, Roberts & Associates’ "Preliminary Structural Review and Assessment" of the Library

Here is a brief recap of the most recent studies regarding the municipal facilities.

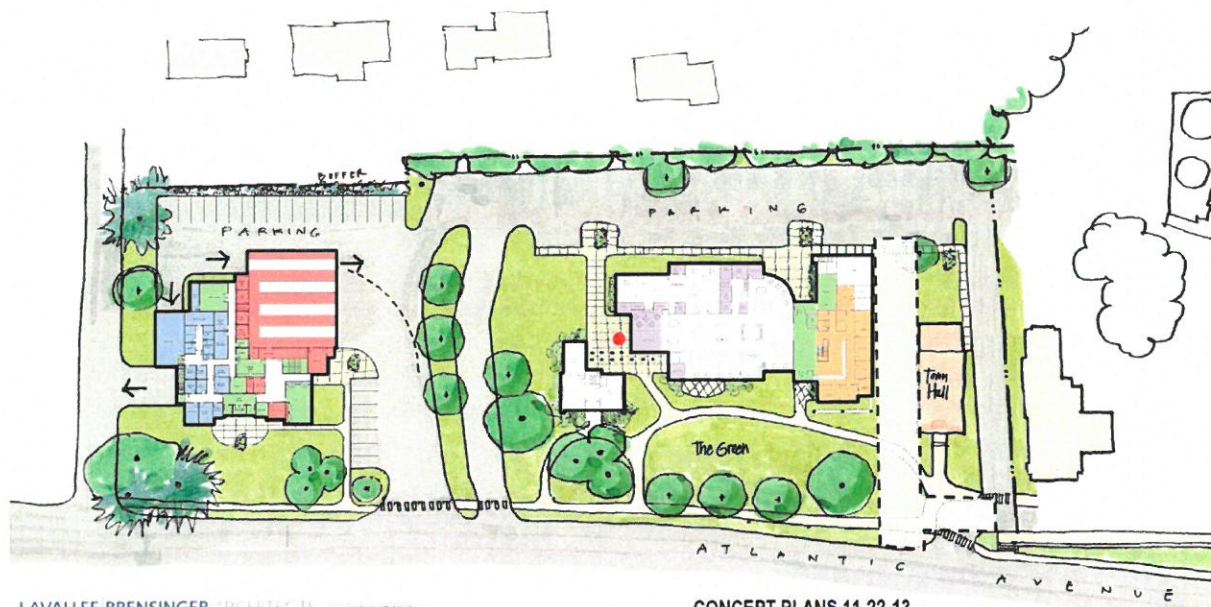
- 2001: Architect Dennis Mires’ analysis showed the stone building (Town Clerk’s office) was overcrowded, Town Hall was in disrepair, the Library and Fire Department had aging, inadequate buildings, and the Highway Department buildings behind Fire and Police were especially deficient.
- 2001: Library Consultant Patience Jackson conducted a needs analysis for the library.
- 2002: Voters approved, by one vote, a temporary fix by renovating the second floor of the police station for town administration, and adding an elevator.
- 2004: Voters approved buying the Homestead Property at the corner of Alden and Atlantic.
- 2004-05: Municipal Facilities Advisory Committee reviewed all buildings and proposed hiring architectural and engineering studies. Rejected by voters.

- 2006-13: A series of five (5) Warrant Articles appropriating \$50,000 each, four with matching funds from the Library Trustees (matching funds were not included in the article on the 2013 Warrant), and \$75,000 on the 2017 Warrant (also not requiring matching funds) for the planning and construction of a new Library or an addition. All the articles passed.
- 2008: Select Board commissioned a study of the Fire and Police departments' facilities and operations.
- 2008: Patience Jackson's library study was updated.
- 2011: Warrenstreet Architects hired to produce plans, two concepts presented, cost \$6.5 to \$7 million
- 2012: Consulting Engineer Victor Azzi reviewed all studies, recommended blending features from Warrenstreet's two concepts. *Note: The Select Board unanimously voted not to move the Town Hall as discussed in this analysis.*
- 2013: CIP Committee recommended undertaking a charrette, a technique used in planning that brings together municipal officials, residents and other stakeholders in any development process.

In 2013 the town engaged Plan NH, a non-profit organization composed of architects, engineers, landscape architects, historic preservation professionals, planners, and other real estate professionals who volunteer their services, to conduct a community design charrette encompassing the Town Campus area and extending eastward to the school. Their conceptual drawing became the basis for the current campus design.

The CIP Committee further recommended that the Select Board empower the Facilities Building Committee to develop a time-phased building and cost plan. The Facilities Building Committee would be separate from the library's Building Committee and comprised of members with a broad range of expertise and opinion within North Hampton. However, it would be advantageous to have both building committees share membership. It also was the CIP Committee's recommendation that implementation of the Municipal Facilities Master Plan be placed on the March 2014 warrant for approval by the legislative body and to begin work on the project as soon as possible.

The result of the committee's work in summer 2013 was a documented statement of space needs for Administration, Library, Police, and Fire & Rescue. The final design proposal was to place a 17,500sf Safety Complex on the Homestead property, raze the Fire Department building and build a 9,000sf Library attached to a renovated former police building (8,000sf) that would serve as town administration and include shared spaces with the Library. The current Library would then be razed. Ricci Construction Company was hired as Construction Manager and provided a not-to-exceed cost guarantee of \$6.1 million.



This is the proposal placed before the voters on the Warrants for 2014 - 2016.

After the March 2014 vote, the Library Trustees created an online survey to get feedback from North Hampton residents in an attempt to understand why the warrant article failed. The Trustees, Select Board and Heritage Commission representatives at two public meetings discussed the results of the 247 survey responses, gave their individual interpretations, and made suggestions about how to address questions raised in the survey. The Select Board decided a structural analysis of the current fire station was necessary. The town hired Foley, Buhl, Roberts & Associates to complete that study, which was presented in May 2014. The study found significant structural compromise of the roof trusses and attachment points in the Fire Department. The Board also concluded that a determination whether the current public safety facilities could be renovated and at what cost should be undertaken. The Town hired BPS (Bonette, Page & Stone Corporation) to present a cost estimate for the renovation of the existing public safety buildings. In June 2014, BPS estimated the cost of renovation at \$3.86 million, approximately \$200,000 more than it would cost to build a new, comparable Public Safety building as proposed on the 2014 Warrant.

The Select Board also pursued efforts to find a potential site on Route 1 near Atlantic Avenue on which to construct the public safety building. The Board looked at four potential sites, each of which would have added between \$400,000 and \$600,000 to the cost, just for land acquisition, as well as additional costs for site preparation. Moving the public safety complex to any of these sites would also mean taking valuable property off the tax rolls. After careful consideration of these extra cost factors, the Select Board decided to continue with the Plan NH town campus concept.

The 2015 warrant article for this project again did not pass by the required 60%, and the Select Board solicited volunteers from the public to serve on a new Municipal Facilities Committee. Names were pulled from a hat, and the Select Board appointed a committee that was charged

with developing a plan for the campus that voters would approve. This committee recommended that the Library and not the Public Safety Building be built on the Homestead Property, that the old Library be renovated and used as town offices, and that the police and fire buildings be renovated. This plan is now known as the Chauncey Plan, as George Chauncey was chair of the committee that proposed it. Another Municipal Facilities Committee was then appointed by the Select Board, again made up of volunteers from the community and including two members from the Chauncey Committee, to review the Chauncey Plan and come up with cost estimates. Four of the six members of this committee were in the building design/construction business.

This Municipal Facilities Committee, known as the Fifth Municipal Facilities Committee, worked most of the summer and into the fall of 2015, and their work quickly showed two things: (1) the fire station is in such bad shape it would be more cost effective to build a new one than to renovate the old one, and (2) the cost of the Chauncey Plan as recommended would be prohibitive. The Committee then looked at all possible options for building placement, with one caveat being that the plan be less costly and the other being that the proposed new library remain on the Homestead Property as recommended by the Chauncey Committee. One of the most costly pieces of any plan is the temporary relocation of either the Fire Department or the Police Department during construction, so the committee developed a plan to eliminate that need.

The Fifth Municipal Facilities Committee proposed building a new fire apparatus bay to the west of the existing fire building, then tearing down the existing building while the fire personnel relocated temporarily to the new bay area. A new structure, to be shared by fire and police would be built and attached to the existing police building, which would be renovated to house parts of the police functions as well as the town offices on the second floor, all with a central reception area. Police personnel would relocate to the newly-constructed library while renovations proceeded on their building.

On September 28, 2015, this committee presented costs for the Chauncey Plan (\$7.3 million), and its own proposal (\$6 million), a two-year project that keeps the library on the Homestead property as the Chauncey Committee recommended, utilizes new construction as well as renovation, and does not require costly relocation of police or fire personnel to a rented building off the campus. The committee also presented new costs for the previous proposal, with inflation, of \$6.3 million. See Attachment B Bauen Corp Cost Summary in the CIP Report for FY2017-2022.

On October 5, 2015, the Select Board voted 2-1 to put a warrant article before the voters in 2016 to construct a new Library on the Homestead property as phase 1 of the municipal facilities project. The Board chose to adopt the Chauncey Plan, suggesting there would be three consecutive warrant articles and three years of construction/renovation to complete the municipal campus.

At the October 21, 2015 meeting, Select Board Chair Jim Maggiore proposed reordering the construction phases so that the Fire Department would go second after the Library. Selectman Rick Stanton offered a new motion to put construction of the Library on the Homestead property on the March 2016 ballot, and to designate the Fire Station as phase 2 of the municipal campus project for 2017-2018. The full details of the plan and the remaining phasing for renovation of

the Police Department building and the existing Library were to be left for future consideration by another Select Board.

Two days later, at its October 23 meeting, the CIP Committee voted to recommend that the previous plan, the one put to voters in 2014 and 2015, be adopted. Committee members believed this was the most cost-effective and best use of the space, and it had been supported by the entire Select Board, the Library Trustees and a majority of voters. This plan would build the new Public Safety Building on the Homestead property, with no need to relocate the Fire Department personnel and equipment as is required in the Chauncey Plan. The guaranteed maximum cost of the plan was estimated at \$6.3 million. The Library Trustees supported this plan, saying they did not want the Library to be put on the Homestead property ahead of the Public Safety Building.

In all, there were three warrant articles on the ballot in March 2016:

- The Select Board's warrant article to build the Public Safety Building on the Homestead property, with the remainder of the building project to be determined at a later date;
- A citizens' petition – also supported by the Select Board - mirroring the 2015 warrant article to build the entire municipal campus in two phases starting with the Public Safety Building on the Homestead property;
- A citizens' petition calling for the Town to deed the Homestead property to the Library.

All three articles failed.

The CIP Committee is responsible for reviewing and recommending to the Budget Committee and the Select Board the town's capital improvement projects for the following six years. Due to the timing of the Select Board's vote in 2015, the Committee had not voted until the Select Board's plan was known. The Committee voted to recommend the former municipal plan to the Budget Committee.

The cost of the Chauncey Plan's entire municipal facilities campus, built over three years, was estimated to be as much as \$8.4 million, significantly higher than the \$6.1 million warrant article voted on in March 2015. The difference was due to inflation, individual Library and Town Offices buildings with no shared spaces, as well as the phasing of the project, which would cost more than if the project were done all at once.

See the FY2017 CIP report, Attachment C, for Lavallee Brensinger drawings of the Chauncey and Fifth Municipal Facilities Committee's plans dating from Summer 2015. The Library's size and shape were yet to be determined in that plan. The Fire Department's driveway is not shown in the Chauncey Plan. There are no drawings for the Select Board's version of the Chauncey Plan.

After voters rejected the campus for the third time in March 2016, the Select Board decided to approach the building plan in phases, starting with its top priority, the Public Safety Building. Toward that end, the Select Board worked concurrently on three tracks:

- (1) Once again searching for buildable land on Route 1,
- (2) Revisiting the idea of remodeling the Fire Department in place, and
- (3) Building the Public Safety Building on the town campus.



This version was the proposed public safety building on the 2016 Warrant.

Michael Castagna, who served on the Chauncey Committee and the Fifth Municipal Facilities Committee, then approached the Select Board with the idea of having a developer (JDL Castle Corporation, based in North Carolina) do the project from beginning to end on land to be found on Route 1. Because JDL has a strong track record of doing such projects for all types of municipal buildings, and because the firm indicated it could do the project at a lower cost than had been projected in 2016, the Select Board voted to let the firm pursue possible locations and present a plan.

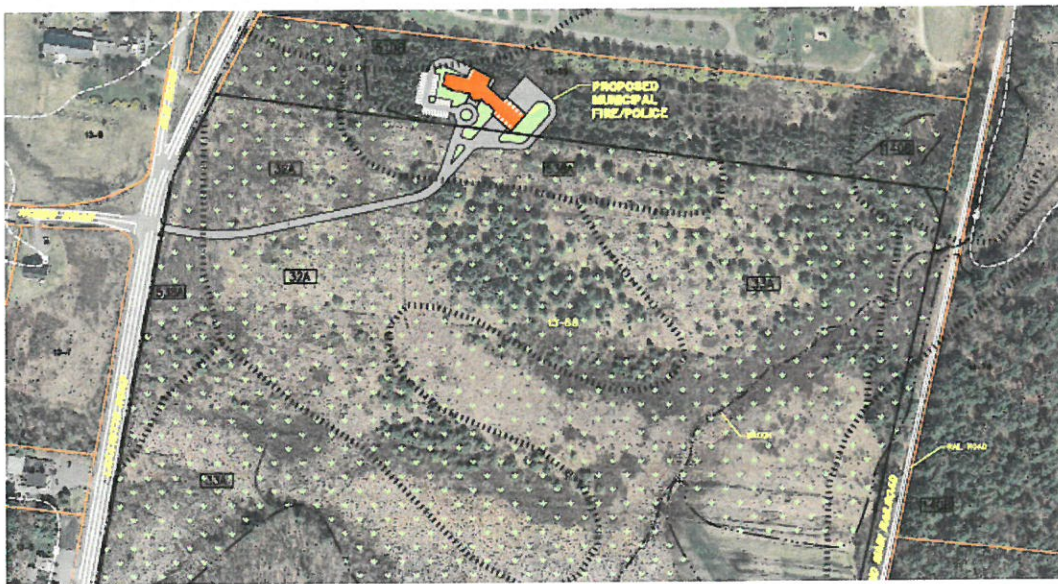
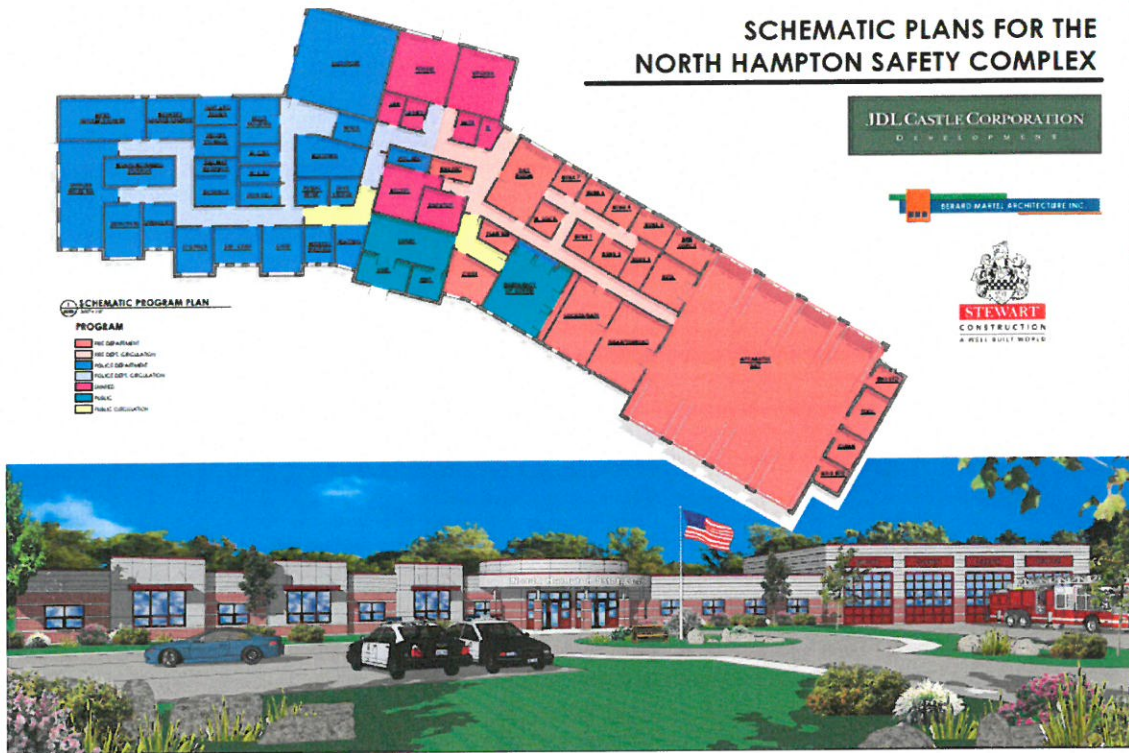
The first proposed site on Route 1 south of Atlantic Avenue was abandoned because the land is in conservation and it would have been too difficult, if not impossible, to take all the steps to allow a building on the site. JDL then entered negotiations for a second site on Route 1 north of Atlantic Avenue.

The Select Board on August 29, 2016 approved a Memorandum of Understanding with JDL and then on September 26 approved the northwest portion of Tax lot 13-68 for siting of the building. Under this agreement, the Town would not have incurred any cost until the project was approved by voters and the Safety Complex built.

Near the deadline for preparation of the CIP report in 2016, Mr. Castagna appeared before the committee and estimated the entire cost of that building, including land acquisition, would be 30 to 35 cents per thousand of property tax dollars, or about \$5.3 million, and such a proposal could go on the ballot in March 2017, requiring 60% approval by voters. See next page for a schematic of the building and siting on the property.

However, when the project was finally presented to the Select Board, the actual cost was \$7.9 million, and the Select Board voted unanimously not to proceed with the Castagna/JDL plan due

to that cost. The Budget Committee also voted unanimously against this plan. Mr. Castagna brought a Citizen's Petition to the Town Meeting in March 2017, and that warrant article failed.



In 2017 the Select Board opted not to put forth any plan for construction and/or remodeling of any buildings, and there was no warrant article on the ballot in 2018. While the Library did include in its capital requests a new \$3.5 million building for FY2019, the CIP Committee chose not to include the project in its recommendations because the Library did not have a location for a new building and there were no final building drawings. There was a warrant article on the 2019 ballot to buy land across Atlantic Avenue from the Fire Department to use for possible expansion for Town Offices or some other use, but it was not approved. Originally it was proposed as a possible site for a new Library but the Library Trustees opposed.

In October 2017 the Library Trustees voted to move forward with putting an addition on the existing library, expanding the space from 5,000 to 10,000 square feet, and remodeling the existing structure. The Trustees believed that would be the least costly option to meet their needs and that it would be the most expeditious. Preliminary architectural drawings were completed, public listening sessions were held to get input from citizens, a construction consultant was hired, and a preliminary estimate was delivered to the Trustees in August 2018. That preliminary estimate of \$2.7 million was substantially more than the Trustees had expected, so they went back to the drawing board to review all their options and get more detailed information about costs.

In 2018, on the recommendation of CIP Committee, the Select Board put forth a warrant article for \$100,000 to establish a building/remodeling capital reserve fund to start saving for all the Town's building projects. This warrant article was approved by voters, and the same amount was approved in 2019. Also in 2019, voters approved \$100,000 for the Library's building fund, and a citizens' petition for \$325,000 for the Library was also approved.

The Trustees decided to move forward with the building/remodeling plan. Throughout 2018 and 2019, work continued to finalize the floor plan, design and firm costs. The Library proposed a FY2021 project with a guaranteed not-to-exceed cost of \$3.4 million, with a warrant article to be presented to the voters in March 2020 for \$2.4 million, the amount needed above the cash on hand to complete the project. Although the Library plans to raise private funds, the Trustees want voters to approve the full amount needed to finish the project so as not to risk interruptions in construction if money runs out before donations can be collected. It is the Trustees' intent to pay down the \$2.4 million debt as donations are received.

On July 8, 2019, at the Select Board's town facilities workshop, Select Board Member Larry Miller said he believes the best option for the entire municipal complex is to build a new library on the Homestead property – the only available open land the Town owns by the municipal buildings – and move Town Administration to the existing Library, then expand police quarters to the second floor of the Police/Town Offices Building, and build/remodel the Fire Department in place. A joint meeting of the Select Board and the Library Trustees was set for July 22, 2019, to discuss whether the Trustees would want to consider the prospect of a new building on the Homestead.

At that meeting, Select Board Member Kathleen Kilgore, who is also a Library Trustee, recused herself as she is an abutter to the Homestead property. Trustees Susan Leonardi and Jacquie Brandt both indicated they are very far along on with their existing plan but wanted to explore

some sort of “guarantee” regarding allowing the Library to build on the Homestead. Both Select Board Chair Jim Maggiore and Select Board Member Larry Miller said no Select Board can “guarantee” or promise a course of action that would bind a future Select Board.

On July 25, 2019, the Library Trustees met to discuss the Homestead option. Mrs. Kilgore again recused herself, and the Trustees decided 2-0-1, with Mrs. Kilgore abstaining, to continue with the plan to remodel/add on to the existing library. They said to build on the Homestead would cost more, and they believe their current plans are sound with strong public support.

The Select Board discussed the town facilities proposals at both its meetings in August. Select Board Member Larry Miller presented a proposal for “building one building” – a Library on the Homestead property. Mr. Miller’s proposal included:

- Building a new Library on the Homestead property.
- Renovating the existing Library to house Town Administration.
- Expanding the Police Department into the second floor of its building – now occupied by Town Administration - to relieve overcrowding.
- And then the Fire Department could be rebuilt/renovated in place.

The plan was presented as “the best, fastest and most economical way to address the Town’s inadequate public buildings.” The cost estimates were provided by Mr. Miller, which he said were based on the Trustees’ guaranteed estimates, Ricci Construction’s estimate for the ADA requirements, and the Library’s most recent quote to replace the HVAC system. *Note: The Miller plan estimates were updated and presented to the CIP Committee August 29, 2019 and are in Section 8: Library of the FY2021-2026 CIP report. The Trustees’ contractor’s estimates are also included in Section 8.*

From the Miller plan estimates:

• Plan 1: Build on/renovate the existing Library	\$3,438,200
• Parking lot	275,000
• Total:	\$3,713,200
• New building for Town Offices on Homestead	\$ 1,691 032
• Ledge mitigation	?
Total:	\$ 5,763,237

Plan 1 Library is 11,386 sq. ft.@\$301.92/sf

• Plan 2: Build Library on Homestead	\$ 3,170,657
• Parking lot	275,000
• New septic	45,000
• Ledge mitigation	?
• Total:	\$ 3,490,657
• Renovate existing library for town offices	420,325
Total:	\$ 3,910,982

Plan 2 Library is 10,500 sq. ft.@\$301.92/sf

Again on August 14, 2019, the Library Trustees discussed the Miller proposal and decided to stay with their own plan. On August 26, Mr. Miller asked that the Trustees and the Select Board hold a joint meeting, which was tentatively schedule for September 23.

On August 29, the CIP Committee met to review the Miller plan (it had reviewed the Trustees' plan July 19) and renewed its position that (1) replacement or renovation of Town Facilities is the top priority capital project for the Town and (2) the public safety buildings (Police and Fire) are the priority buildings. The Committee voted 6-1 with Library Trustee Representative Jacqueline Brandt voting no (member Cynthia Swank absent) - that the Miller plan is the most cost effective and fastest way to approach replacement of all town facilities. While Fire and Police are the priority projects, they cannot be dealt with until the Library issue is settled.

The Miller plan takes into consideration all the buildings, and the Trustees' plan deals only with the Library. The Trustees' plan doubles the space in the library but adds no new parking, relying on Town spots next door. The Miller plan adds 31-41 parking spaces on the Homestead, depending on the exact siting of the building on that lot. The Trustees' plan does not meet the Town Zoning Ordinance setback requirements (the Library is exempt from the ordinance) and builds up to the Homestead lot line on the west and to within seven feet of the handicap ramp of the Town Clerk's office at the southeast corner of the expansion. The Miller plan meets all Zoning Ordinance setback requirements. The Trustees' plan gives the library 886 square feet more than the Miller plan, and Mr. Miller said there is room in his plan to take the building up another 500 square feet to 11,000 square feet if desired, or 386 less than the Trustees' plan.

The Committee also agreed that if both plans – the Trustees' plan and the Miller plan – are on the March 2020 ballot, both will likely fail.

Due to the timing of the continuing discussions and the impending due date of the CIP Report, the Committee based all its recommendations on the facts before it as of August 29, 2019. On September 11 the Library Trustees decided not to meet with the Select Board on September 23 and reiterated their desire to continue forward with their own plan to add on to and remodel the existing Library building.

**Attachment B.
15 Year Road Maintenance Plan**

Street names in red, completed.

STREET	Plan Year	Traffic/ Priority	Existing Condition	Proposed Project	Budget Amount
Cherry Rd.	2012	Medium	1/2 Extensive Cracking/ Heaving	Reclaim/ Overlay	\$53,250.00
Cotton Farm Rd.	2012	Low	Minor Cracking	Crackseal	\$1,200.00
Highlander	2012	Low	Rebuilt 300' --extensive cracking	Ave 1 1/2" Overlay	\$45,250.00
New Rd.	2012	Medium	New: Reclaim & 3.5" Pavement	-	\$91,500.00
Sea Rd.	2012	Medium-High	Extensive cracking and delamination	Fabric, Patch, Ave. 1.5" Overlay	\$23,400.00
Runnymede	2012	Low	Minor Cracking	Crackseal	\$1,200.00
Squier Dr.	2012	Low	Moderate Cracking	Crackseal	\$1,400.00
Total Year 2012 =					\$217,200.00
Fern Rd.	2013	Medium	Moderate Cracking and Rutting	1 1/2" overlay	\$41,500.00
North Rd. E.	2013	Medium-High	Extensive cracking/ Heaving	Cold Plane 1000' Shim & 1 1/2" Overlay	\$70,000.00
Rockrimmon	2013	Low	Transverse and alligated cracking/rutting	Ave. 1 1/2" Overlay	\$65,000.00
Shepherds La.	2013	Low	Moderate Cracking	Drainage, Roadway Entrance	\$10,000.00
South Rd. E.	2013	Medium-High	Transverse Cracking w/ maj. heaving	Cold Plane 2" pavement- Shim Overlay	\$35,900.00
Total Year 2013 =					\$222,400.00
South Rd. W. Post-95	2014	Medium-High	Transverse Cracking w/ maj. heaving	1 1/2" Overlay	\$82,750.00
Woodland Rd. N.	2014	Medium-High	TransverseCracking w/ Minor Heaving	Ave. 1 1/2" Overlay	\$136,600.00
Total Year 2014 =					\$219,350.00
River Rd.	2015	Low	Moderate Cracking/ Heaving	1" + Overlay	\$27,400.00
North Rd. W.	2015	Medium-High	Major Cracking & Heaving	Cold Plane, Shim	\$54,000.00
Hampshire	2015	Low	Moderate Random Cracking	1" + Overlay	\$30,000.00
Willow Ave	2015	Low-Medium	Extensive Allegated Cracking/ Delaminating	Reclaim, 3.5 " Pavement	\$120,000.00
Causeway Rd.	2015	Low	Moderate Cracking and Rutting	1"+ Overlay	\$6,410.00

STREET	Plan Year	Traffic/ Priority	Existing Condition	Proposed Project	Budget Amount
Old Locke Rd.	2015	Medium	Extensive cracking/ Heaving	Drainage/ 2" Ave Overlay	\$42,000.00
Total Year 2015 = \$279,810.00					
South Rd. W.--95- Exeter	2016	Medium-High	Transverse/ Vertical Cracking w/ maj. heaving	1 1/2" Overlay	\$54,000.00
Birch Rd.	2016	Medium	Moderate Cracking/ Heaving	Reclaim, 2" Base Course	\$108,000.00
Ship Rock	2016	Low	Minor Cracking/ Some alligation	Ave. 1 1/2" Overlay	\$77,000.00
Dearborn Rd.	2016	Low	Extensive cracking- Good profile	1 1/2" Overlay	\$15,000.00
Total Year 2016 = \$254,000.00					
Birch Rd.	2017	Medium	Moderate Cracking/ Heaving	1 1/2" Top	\$55,000.00
Cedar Rd.	2017	High	Minor Cracking	Reclaim & 2.5" Pavement	\$43,000.00
Elm Rd.	2017	Low	Moderate Random Cracking	1" + Overlay	\$27,600.00
Lovering Rd.	2017	Medium-High	Moderate cracking & Heaving/Rutting	Reclaim .5 Miles/ Shim 1 Mile	\$135,000.00
Total Year 2017 = \$260,600.00					
Woodland Rd South	2018	Medium-High	Transverse/ Vertical Cracking	Ave. 1.5" Overlay	\$85,000.00
Goss Rd.	2018	Low	Mod. Transverse & Random Cracking	1" + Overlay	\$87,000.00
Winterberry La.	2018	Low	Minor Cracking & Movement	Ave. 1 1/2" Overlay	\$58,000.00
Mill Rd	2018	High		shim & 1.5" Overlay	\$120,000.00
Total Year 2018= \$350,000.00					
Lovering Rd.	2019	Medium-High	Moderate cracking & Heaving/Rutting	1.5" Overlay	\$115,000.00
Spruce Meadow	2019	Low	Extensive Cracking and Heaving	Reclaim and 2" Pavement	\$68,000.00
Lafayette Terr.	2019	Low- Medium	Moderate Random Cracking	Reclaim & 3.5" Pavement	\$60,000.00
Park Circle	2019	Low	Moderate cracking & heaving	Reclaim & 2" pavement	\$46,000.00
Total Year 2019 = \$289,000.00					
Beaumonde Est.	2020	Low	Moderate Random Cracking	1" + Overlay	\$56,000.00
Spruce Meadow	2020	Low	Extensive Cracking and Heaving	1.5" Overlay	\$37,000.00

STREET	Plan Year	Traffic/ Priority	Existing Condition	Proposed Project	Budget Amount
North Rd. West	2020	Medium- High	Major Cracking & Heaving	1.5" Overlay	\$112,000.00
Cedar Rd.	2020	High	Minor Cracking	1"+ Overlay	\$55,000.00
Park Circle	2020	Low	New Base Course	1.5" Overlay	\$25,000.00
Total Year 2020=					\$285,000.00
Buckskin La.	2021	Low	Minor Cracking/ Allegation	1" + Overlay	\$68,000.00
Deer Run Rd.	2021	Low	Minor Cracking	1" + Overlay	\$32,000.00
Red Fox Rd.	2021	Low	Transverse Cracking	1" + Overlay	\$39,000.00
Grandview Terr.	2021	Low	Transverse and alligated cracking	Reclamation/ 3.5 " Pavement	\$71,000.00
Total Year 2021 =					\$210,000.00
Juniper Rd.	2022	Low	Moderate Cracking/ Good profile	1"+ Overlay	\$37,000.00
Woodridge Dr.	2022	Low	Moderate Cracking/ Good profile	1"+ Overlay	\$23,500.00
Meadowfox	2022	Low	Transverse and alligated cracking	Reclaim & 3.5" Pavement	\$54,000.00
Sylvan Rd.	2022	Low	Transverse and alligated cracking	Reclaim & 3.5" Pavement	\$47,000.00
Stevens Rd.	2022	Low	Transverse and alligated cracking	1"+ Overlay	\$56,000.00
Hillside	2022	Low	Transverse and alligated cracking	1"+ Overlay	\$22,500.00
Total Year 2022 =					\$240,000.00
North Road East	2023	High	Moderate Cracking/ Good profile	Shim & 1.5" Overlay	\$80,000.00
Evergreen Dr.	2023	Low	Minor transverse cracking	1" + Overlay	\$48,000.00
Woodknoll Dr.	2023	Low	Minor Cracking	1" + Overlay	\$43,000.00
Boutillier La.	2023	Low	Minor Cracking	1" + Overlay	\$44,000.00
Total Year 2023 =					\$215,000.00
Chapel Rd	2024	Medium	Minor Cracking	1" + overlay	\$87,000.00
Maple Rd	2024	Medium	Minor Cracking	1.5" Overlay	\$51,000.00
Shepherds La.	2024	Low	Moderate Cracking	1"+ Overlay	\$42,000.00

STREET	Plan Year	Traffic/ Priority	Existing Condition	Proposed Project	Budget Amount
				Total Year 2024=	\$180,000.00
Runnymede	2025	Low	Minor Cracking	1" + Overlay	\$54,000.00
Garrett Rd.	2025	Low	Transverse and alligated cracking	Reclamation	\$106,000.00
South Road	2025	High	Moderate Cracking	1.5" Overlay	\$90,000.00
				Total Year 2025=	\$250,000.00
Appledore Ave.	2026	Low	Moderate Random Cracking	1" + Overlay	\$59,000.00
Bolters Cove	2026	Low	Moderate Random Cracking	1" + Overlay	\$27,000.00
				Total Year 2026 =	\$86,000.00
				Total Plan Amount =	\$3,472,360.00