

**Town of Hooksett
Capital Improvement Plan Committee Workshop Minutes
Wednesday, May 3, 2023**

1
2 The Capital Improvement Plan Committee met on Wednesday, May 3, 2023, at 5:30 in the Hooksett
3 Municipal Building for a workshop.

4
5 André Garron opened the workshop at 5:32 pm.

6
7 **In Attendance:** Wayne Goertel, School Board Representative; Brian Soucy, Budget Committee
8 Representative; André Garron, Town Administrator; Bruce Thomas, Town Engineer; and Robert
9 Duhaime, Planning Board Representative

10
11 **Staff:** Wendy Baker, Executive Assistant; Chief Steve Colburn, Fire-Rescue; Assistant Chief David
12 Nadeau, Fire-Rescue and Ken Conaty, Wastewater Superintendent.

13
14 **Absent:** David Boutin, Town Council Representative and Christine Tewksbury, Finance Director

15
16 **Review of Wastewater Department Requests**

17
18 **Golden Gate and Merrimack Street Pump Station Upgrades**

19 Ken Conaty presented the upgrades to the two pump stations slated for 2026-2027. He said they are
20 old and were built cheaply. Merrimack Street is at capacity.

21
22 B. Soucy asked why they are put together in one request. K. Conaty answered that the State
23 suggested they be put together.

24
25 **Treatment Plant Roof Replacement**

26 Ken Conaty presented the roof replacement slated for the summer of 2026. He said the roof is over 40
27 years old and they have been constantly repairing leaks. He said they were quoted for an insulated
28 rubber roof that will last 20 years.

29
30 **Martins Ferry Pump Station Upgrade**

31 Ken Conaty presented the Martins Ferry Pump Station Upgrade slated for 2025-2026. This was
32 designed for the Exit 10 project. It will double capacity and service Exit 10 and more.

33
34 **Dump Truck Replacement – 10-Wheeler**

35 Ken Conaty presented the replacement of the 10-wheeler dump truck slated for 2024-2025. The
36 current truck is a 1996 and is beyond its life, although it still runs good which will allow us to trade it in.
37 This truck will be replaced with a roll-off truck which will be needed for the project upgrade.

38
39 **One-Ton Dump Truck Replacement**

40 Ken Conaty presented the replacement of the one-ton dump truck slated for 2027-2028. The current
41 truck is a 2015 and is used for easement clearing, manhole raising etc. Existing truck will be used for a
42 trade-in.

43
44 **Pick-up Replacement**

45 Ken Conaty presented the replacement of the pick-up truck slated for 2025-2026. The current truck is a
46 2016 and they are on a 10-year cycle. These vehicles have issues with rusting.

47
48 **Review of Fire-Rescue Department Requests**

49 **Safety Center Design**

50 Assistant Chief Nadeau presented the need for a feasibility study of the whole Safety Center slated in
51 2025-2026. He said this is needed to maintain long-term growth with a study to evaluate and figure out
52 the needs including repairs for both the Fire and the Police side and will come back with ideas and
53 options.

54
55 It was suggested to re-name this to Safety Center Feasibility Study.

56
57 **Safety Center Remodel/Addition**

58 Chief Colburn presented the Safety Center Remodel/Addition project slated in 2027-2028. He said we
59 won't know a good estimate until the feasibility study is done.

60
61 B. Soucy asked if they are at capacity.

62
63 Chief Colburn answered yes, the bays, the bunks and admin offices are all full. He also said the gym
64 and training room is undersized as well as they need a dedicated Emergency Operations Center.

65
66 **Station 3 Needs Study**

67 Chief Colburn presented the Station 3 Needs Study slated in 2025-2026. The study will take 9 months
68 to complete and he has gotten an estimate from MRI. He said ideally the best location would be in front
69 of DPW or on Cross Road. Need to look at as the town grows are the facilities in the right place for that
70 growth.

71
72 B. Soucy asked what type of information will they look at? Chief Colburn answered call times,
73 demographics, GIS, call volume, response times, etc.

74
75 **Training Structure**

76 Chief Colburn presented the Training Structure project slated in 2027-2028. This would be an on-site
77 full-time training structure. Part of the cost is in running the water to it. He said the Police Department
78 could also use it for training. There is potential to rent it to other towns.

79
80 B. Soucy asked if they would be willing to talk to the Police Department about it being a joint project.
81 Chief Colburn answered yes.

82
83 **Portable Radio Replacement**

84 Chief Colburn presented the replacement of the portable radios slated in 2027-2028. There are 65
85 radios and they have a 10-year life span.

86
87 B. Soucy said he would like to see a Capital Reserve Fund created to fund these in the future.

88
89 **Replace Engine 5**

90 Chief Colburn presented the replacement of Engine 5 slated in 2025-2026. This is part of a scheduled
91 replacement program but could be pushed out a year to bulk buy with another truck.

92
93 **Replace Forestry 2**

94 Chief Colburn presented the replacement of Forestry 2 slated in 2025-2026. This replacement is tied to
95 the already scheduled replacement of Ambulance 3 by repurposing the chassis from it for the new
96 forestry vehicle. The funds are needed to mount a new body with skid tank/pump.

97
98 **Replace Ladder 2**

99 Chief Colburn presented the replacement of Ladder 2 slated in 2026-2027. This truck takes 3 years to
100 build and wouldn't receive it until 2029/30.

101 B. Soucy asked how often this truck is on the road. Chief Colburn answered it is on the road every day.

102

103 R. Duhaime asked to get a breakdown of all of the repairs.

104

105 **Replace Car 2**

106 Chief Colburn presented the replacement of Car 2 slated in 2026-2027. Both Car 2 and Car 4 can be repurposed to other departments.

108

109 R. Duhaime said he thinks these cars need to be pushed out.

110

111 **Replace Car 4**

112 Chief Colburn presented the replacement of Car 4 slated in 2024-2025. Currently being used by the
113 Captain of Fire Prevention and they are looking at changing it to a truck because this existing vehicle
114 cannot carry adequate supplies needed for inspections.

115

116 **Replace Utility 1**

117 Chief Colburn presented the replacement of Utility 1 slated in 2027-2028.

118

119 B. Soucy asked if this needs a new plow also and could it be an F250 instead of F350. Chief Colburn
120 answered yes it needs a new plow but an F350 is better for the weight of the plow.

121

122 B. Soucy asked if it could be pushed out another year to the 2028-2029 mark. Chief Colburn answered
123 yes.

124

125 **Replace Boat 1**

126 Chief Colburn presented the replacement of Boat 1 slated in 2027-2028. This is just for the boat, the
127 motor was replaced a few years ago.

128

129 B. Soucy asked if it would be the same size. Chief Colburn answered yes.

130

131 **ATV Gator**

132 Chief Colburn presented the replacement of the ATV Gator slated in 2026-2027. This new model will
133 allow the ability to have tracks for wheels which is needed. In this purchase price, it includes the
134 vehicle, trailer and skid pump. The existing Gator could be traded in or passed to Parks and
135 Recreation.

136

137 **Replace Ambulance 2**

138 Chief Colburn presented the replacement of Ambulance 2 slated in 2027-2028. The existing box would
139 get updated and installed on a new chassis. The price includes a loaner ambulance. The existing
140 chassis could go to DPW.

141

142 **Replace Ambulance 3**

143 Chief Colburn presented the replacement of Ambulance 3 slated in 2024-2025. The plan is for the
144 chassis to be repurposed on the Forestry vehicle.

145

146 ***The workshop closed at 7:42pm.***

147

148 Respectfully submitted,

149 *Wendy Baker*

150 Wendy Baker

151 Executive Assistant