

**Town of Hooksett
Capital Improvement Plan Committee Workshop Minutes
Wednesday, May 17, 2023**

1
2 The Capital Improvement Plan Committee met on Wednesday, May 17, 2023, at 5:30 in the Hooksett
3 Municipal Building for a workshop.

4
5 Brian Soucy opened the workshop at 5:33 pm.

6
7 **In Attendance:** Jillian Godbout, School Board Representative; Brian Soucy, Budget Committee
8 Representative; André Garron, Town Administrator and Bruce Thomas, Town Engineer

9
10 Staff: Wendy Baker, Executive Assistant and Ben Berthiaume, DPW Director

11
12 **Absent:** David Boutin, Town Council Representative; Robert Duhaime, Planning Board Representative
13 and Christine Tewksbury, Finance Director

14
15 A. Garron said he would like to request that the review of the Solar Project be postponed for a later
16 time. He said they are still working on final numbers and a recommendation to the Council.

17
18 **Review of Department of Public Works Requests**
19 **HIGHWAY**

20
21 **TIF Project – Exit 10 Area**

22 Bruce Thomas presented the Exit 10 TIF Project slated for 2026-2027. He said part of this project is to
23 install a pump station across from Amazon and run a force main under the river to Martins Ferry pump
24 station. This would install sewer in designated areas just around Exit 10 and does not include the Exit
25 11 area. He said they are constantly applying for grants and collecting TIF funds to complete the
26 project.

27
28 **Drainage Improvements Account**

29 Bruce Thomas presented the drainage improvement account project slated for 2024-2025. He said is
30 for the Lincoln Heights Area with an amount of \$150,000. B. Berthiaume said they plan to pave after
31 this project is done.

32
33 B. Soucy asked what year the pipes went in?

34
35 B. Thomas answered he estimated 1970s.

36
37 **Hackett Hill Rd/Rte. 3A and Main St/Rte. 3A Intersections**

38 Bruce Thomas presented the reconstruction of 2 intersections, one at Hackett Hill Rd/Route 3A & Main
39 Street/Route 3A slated for 2025-2026. He said as a municipally managed project, the Town has an
40 agreement with the State to reconstruct both intersections and the State will pay 80%. There is an
41 engineering study happening first to determine if it will be a roundabout or something else.

42
43 B. Berthiaume said McFarland, the consultant, is going to do a lot of outreach to the public on the
44 design.

45
46 B. Thomas said the Town's portion will be mostly covered by Donations and Impact Fees.

47
48 B. Soucy asked if it is reasonable to think it will happen in 2025-26?

49

50 B. Thomas answered yes.

51

52 **Martins Ferry Road Intersection**

53 Bruce Thomas presented the Martins Ferry Road Intersection project slated for 2024-2025. He
54 explained that this is an issue that Town Council asked for a comprehensive plan to fix. The plan is to
55 potentially install a bridge instead of a culvert which if it is a bridge the State will inspect it every two
56 years and will pay 80% of any repairs.

57

58 B. Soucy asked if the new design would change the intersection.

59

60 B. Thomas said it would and showed a photo of a proposed idea.

61

62 **Paving 2024-2025**

63 Ben Berthiaume presented the paving plan slated for 2024-2025 which is on the CIP list every year for
64 \$900,000. He said that amount is sufficient to maintain current conditions each year.

65

66 B. Soucy said he remembers it was voted as a 5 year plan in one warrant article a couple of years ago.

67

68 **Pick-up Truck P4-08 Replacement**

69 Ben Berthiaume presented the replacement of P4-08 Pick-up Truck slated for 2027-2028. He said this
70 is on the 13-year replacement cycle and is a 2008 F-350 with over 89,733 miles.

71

72 **Pick-up Truck P1-17 Replacement**

73 Ben Berthiaume presented the replacement of P1-17 Pick-up Truck slated for 2029-2030. He said this
74 is on the 13-year replacement cycle and is a 2017 F-350 with over 72,912 miles.

75

76 **Dump Truck non CDL D1-05 Replacement**

77 Ben Berthiaume presented the replacement of non CDL D1-05 Dump Truck slated for 2024-2025. He
78 said this is on the 13-year replacement cycle and is a 2006 Chevy with over 41,512 miles. He said this
79 is a winter plow truck which is why it has lower miles on it but it has more rust.

80

81 B. Soucy asked if it is used as a dump truck?

82

83 B. Berthiaume answered yes, when another truck is out of service.

84

85 **Dump Truck non CDL D2-08 Replacement**

86 Ben Berthiaume presented the replacement of non CDL D2-08 Dump Truck slated for 2027-2028. He
87 said this is on the 20-year replacement cycle and is a 2008 Liberty with over 39,009 miles.

88

89 **Dump Truck non CDL D1-16 Replacement**

90 Ben Berthiaume presented the replacement of non CDL D1-16 Dump Truck slated for 2029-2030. He
91 said this is on the 13-year replacement cycle and is a 2016 Ford F-550 with over 27,767 miles.

92

93 **Plow Truck/Sander T1-01 Replacement**

94 Ben Berthiaume presented the replacement of T1-01 Plow Truck/Sander slated for 2027-2028. He said
95 this is on the 20-year replacement cycle and is a 2002 Freightliner with over 56,544 miles.

96 This was already pushed back a year and was ok with the mechanic.

97

98 **Plow Truck/Sander T1-05 Replacement**

99 Ben Berthiaume presented the replacement of T1-05 Plow Truck/Sander slated for 2025-2026. He said
100 this is on the 20-year replacement cycle and is a 2005 Freightliner with over 43,807 miles.
101 This was pushed up a year, the maintenance is high.

102
103 **Plow Truck/Sander T1-06 Replacement**
104 Ben Berthiaume presented the replacement of T1-06 Plow Truck/Sander slated for 2026-2027. He said
105 this is on the 20-year replacement cycle and is a 2006 Freightliner with over 39,853 miles.
106

107 **Plow Truck/Sander T1-09 Replacement**
108 Ben Berthiaume presented the replacement of T1-09 Plow Truck/Sander slated for 2029-2030. He said
109 this is on the 20-year replacement cycle and is a 2009 International with over 28,120 miles.
110

111 **Roller Replacement**
112 Ben Berthiaume presented the replacement of the roller slated for 2025-2026. He said this is on an 18-
113 year replacement cycle and is a 2004 Lee Boy with over 3,428 engine hours. It is used for asphalt
114 repairs and patches and the Parks and Recreation department uses it also.
115

116 **Library Roof Replacement**
117 Ben Berthiaume presented the replacement of the Library roof slated for 2024-2025. This roof is from
118 1992. The estimated cost is \$200,000 but we won't have a better price until the RFP happens and it is
119 unlikely it will cover the full cost.
120

121 **Safety Center Parking Lot Replacement**
122 Ben Berthiaume presented the replacement of the Safety Center parking lot slated for 2027-2028. He
123 said the condition is ok, it is cracking but there are no pot-holes. He thinks the estimate is on the high
124 side.
125

126 B. Soucy said he thinks the estimate includes the helipad as well.
127

128 **Historic Old Town Hall**
129 Ben Berthiaume presented the renovation of Old Town Hall slated for 2025-2026. He said he needs an
130 engineering survey done first and parking is an issue.
131

132 B. Soucy asked if it is currently being heated.
133

134 B. Berthiaume answered yes.
135

136 **R & T Scale House/Office Replacement**
137 Ben Berthiaume presented the replacement of the Recycle and Transfer Scale House/Office slated for
138 2026-2027. He said the current space is a renovated garage with office space that has many issues
139 currently as well as it is on the wrong side of the scale.
140

141 B. Soucy asked how this small building has a cost of \$450,000 on it?
142

143 B. Berthiaume said because we need to hire an engineer as well as move the septic.
144

145 A. Garron said this new building is very much needed.
146

147 **PARKS & RECREATION**
148

149 **Petersbrook Field Lighting**

150 Ben Berthiaume presented the Petersbrook Field Lighting slated for 2026-2027. This request is for 7
151 light towers with lights and electrical.

152

153 **West Side Park**

154 Ben Berthiaume presented the creation of a park on the West Side slated for an unknown time. He
155 said the Council wanted to explore this and there still are more questions but thought it would be good
156 to put it on the CIP to start conversations.

157

158 B. Soucy said there is a need for more fields.

159

160 **Pick-up Truck P5-08 Replacement**

161 Ben Berthiaume presented the replacement of P5-08 Pick-up Truck slated for 2024-2025. He said this
162 is on the 13-year replacement cycle and is a 2008 F-350 with over 64,560 miles.

163

164 **Pick-up Truck PR1-15 Replacement**

165 Ben Berthiaume presented the replacement of PR1-15 Pick-up Truck slated for 2028-2029. He said
166 this is on the 13-year replacement cycle and is a 2015 F-250 with over 34,553 miles. This is the Crew
167 Chief's vehicle and is good for towing, plowing etc.

168

169 **Dump Truck non CDL D1-15 Replacement**

170 Ben Berthiaume presented the replacement of non CDL D1-15 Dump Truck slated for 2028-2029. He
171 said this is on the 13-year replacement cycle and is a 2015 Ford F-550 with over 31,897 miles.

172

173 **RECYCLE & TRANSFER**

174

175 **Trailer Dump SW-T1 Replacement**

176 Ben Berthiaume presented the replacement of SW-T1 Pick-up Trailer Dump Truck slated for 2025-
177 2026. He said this is on the 15-year replacement cycle and is a 1986 Semit Dump Trailer. He said
178 they will be trading in 2 trailers to help with the purchase of this.

179

180 **Truck Tractor SW-401 Replacement**

181 Ben Berthiaume presented the replacement of SW-401 Pick-up Truck Tractor slated for 2024-2025. He
182 said this is on the 15-year replacement cycle and is a 2005 Freightliner with over \$140,950 miles. This
183 truck currently sits as a back-up and only one driver is able to drive it.

184

185 **Auto #3 Upsize**

186 Ben Berthiaume presented the replacement of the Auto #3 Upsize slated for 2025-2026. He said this is
187 on the 10-year replacement cycle and is a 2015 Liberty Packer with over 32,711 miles. He said this is
188 a smaller trash truck where they may have to come back mid-day to dump and go back out and things
189 seem to always be breaking in it.

190

191 **Bailer Replacement**

192 Ben Berthiaume presented the replacement of the Bailer slated for 2025-2026. He said this is on the
193 30-year replacement cycle and it is currently over 30 years old.

194

195 **Overhead Door Replacement**

196 Ben Berthiaume presented the replacement of overhead doors at the trash facility and at the recycle
197 building slated for 2026-2027. He said this is on the 25-year replacement cycle and they have already
198 needed to be repaired 4 times this year.

199

200 B. Soucy asked if this should be changed to urgent?

201

202 B. Berthiaume said now that they have put some money into repairing them, it should be ok until the
203 recommended year.

204

205 **Review of School Requests**

206 J. Godbout presented a preliminary plan and pricing for roofing, HVAC and ventilation slated in 2024-
207 2025. More information to come.

208

209 ***The workshop closed at 8:04pm.***

210

211 Respectfully submitted,

212 *Wendy Baker*

213 Wendy Baker

214 Executive Assistant