



CAPITAL PLANNING COMMITTEE/GROUP

2013 Recommendations

December 4, 2013



Charge of Capital Planning Committee

The Capital Planning Committee reports to the Town Manager and is required to submit a Capital Improvement Plan which includes:

- A list of all capital improvements and/or purchases to be undertaken during the next five (5) fiscal years
- Cost estimates, methods of financing and recommended time schedules for each improvement and/or capital purchase
- The estimated annual cost of operating and maintaining each facility and piece of major equipment involved in the improvement and/or capital purchase.

Further, the Capital Planning Committee is charged with recommending, to the Town, policies relative to the funding of capital projects.

Overview of Capital Planning Process

- This year the town's major committees were asked to participate in a larger planning process. The following groups participated in the development of a capital plan:
 - Board of Selectmen
 - School Committee
 - Finance Committee
 - Library Board of Trustees
 - Conservation Commission
 - Planning Board
 - Council on Aging
 - Recreation Commission

2013 Capital Planning Recommendations

- Policy for Funding Capital Needs:
 - ▣ The Town's goal is to fund the Stabilization Fund at a minimum of 2.5 million dollars (\$2,500,000).
 - ▣ Any Free Cash remaining after the Town's Stabilization Fund is funded at 2.5 million dollars, should be transferred to the Capital Stabilization Fund at first opportunity.
 - ▣ The Capital Planning Committee will have these funds open to use in making its annual recommendation of capital projects to the Town Manager.

Priorities

- *School Roofs - ???*
 - ▣ *McCloskey Middle School - \$450,000*
 - ▣ *Whitin Elementary School - \$500,000*
- *McCloskey Asbestos Abatement - \$650,000*
- *School - Classroom Floors - \$177,500*
- *Bridge and Culvert Repairs - \$1,870,000*
- *Library Fire Escape - \$75,000*
- *Whitin Field Lighting - \$8,000*

Recommended 5 Year Plan

- FY15
 - ▣ McCloskey (\$30,000) and Whitin (\$30,000) Roof Repairs
 - The Capital Planning Group judged the school roof repairs, asbestos abatement and class floor replacement as the highest priorities. The recommendation is to make temporary fixes for the roof repairs while the town applies for funding from the MSBA
 - ▣ Library Fire Escape (\$75,000)
 - While not ranked the highest priority, the fire escape has been a long standing problem and should be made to “go away”. The limitation in funds makes higher priorities less viable in the first year (FY15) of the plan.
 - ▣ Lighting for Whitin Field (\$8,000)
 - This project provides a great return on investment for very little money. Project like this should be encouraged.

5 Year Plan - Continued

- FY16
 - ▣ McCloskey Asbestos Abatement (\$650,000)
 - The shortage of fund moves this to Year 2 of the plan. This project addresses the asbestos issues in McCloskey (classroom floors, etc.) that are not being addressed in the roof replacement project (FY17).
 - ▣ McCloskey Classroom Floor Replacement (\$88,000)
 - Replacement off 35 classroom floors with vinyl composite tile.

5 Year Plan - Continued

□ FY17

■ McCloskey (\$450,000) and Whitin (\$500,000) Roof Replacement

- The repairs of the roofs for the above, including asbestos abatement for McCloskey, with financial help from the MSBA. The money for this project needs to include asbestos mitigation for the classroom ceilings on the second floor.

■ Taft and Whitin Classroom Floor Replacement (\$90,000)

- Replacement of classroom floors with vinyl composite tile in Taft (31 classrooms) and Whitin (5 classrooms).

■ Bridge and Culvert Repairs

- Repairs of East Hartford (\$225,000) and West Street (\$220,000) culverts, both of which are high traffic roadways. The assumption is that the Commonwealth will help pay for half of the costs (Chapter 90 funds).

5 Year Plan - Continued

□ FY18

- Bridge and Culvert Repairs
- Repair of Hecla Street Bridge (\$800,000)

□ FY19

- Bridge and Culvert Repairs
- Repairs of Hollis Street (\$235,000) and Elm Street (\$390,000) culverts.

5 – Year Plan Spreadsheet

FISCAL YEAR 2015 – 2019								
Department	Capital Request	Cost \$000's	Priority Rank	FY15	FY16	FY17	FY18	FY19
Public Works								
Bridge & Culvert								
	Hollis Street Culvert Repl.	\$ 235	1a					\$ 235
	E. Hartford Culvert Repl.	\$ 225	1a			\$ 225		
	West Street Culvert Repl.	\$ 220	1a			\$ 220		
	Elm Street Culvert Repl.	\$ 390	1a					\$ 390
	Hecla Street Bridge	\$ 800	1a				\$ 800	
		\$ 1,870						
Free Public Library								
	Fire Escape Repairs	\$ 75	2	\$ 75				
Public Schools								
	McCloskey Roof Repair	\$ 450	1	\$ 30		\$ 450		
	Whitin Roof Repair	\$ 500	1	\$ 30		\$ 500		
	Asbestos Abatement	\$ 650	1		\$ 650			
	Floor Replacement	\$ 178	1		\$ 88	\$ 90		
Recreation Commission								
	Lighting of athletic fields	\$ 8	3	\$ 8				
	TOTAL	\$ 3,731		\$ 143	\$ 738	\$ 1,485	\$ 800	\$ 625

Next Steps:

