

TOWN OF PLAISTOW, NH
CAPITAL IMPROVEMENTS PROGRAM



(2016 – 2021)

September 16, 2015

Adopted by the CIP Committee: 9/2/2015
Approved by the Planning Board: 9/16/2015

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1. Introduction And Purpose Of The CIP

Plaistow Town Officials and Staff, like our counterparts in other communities in New Hampshire, expend a great deal of effort each year establishing a municipal budget. This budget must realistically balance the ever increasing needs and costs of delivering services to their constituents while at the same time staying within the financial constraints mandated by available tax revenues. In an acknowledgement of the precariousness of the annual budgetary process, the General Court authorized the use of a Capital Improvements Program (CIP) to aid town officials in scheduling the investment of Town resources.

New Hampshire RSA numbers 674:5-7 provide legal guidance as to authorization, purpose, description and preparation of the CIP. Undertaking a CIP can only be done after authorization to do so is granted by the local legislative body. This was done by a vote of the residents of Plaistow at Town Meeting in March, 1984. The CIP also serves to prepare a financial plan for capital projects included in the Master Plan. The primary goal of the CIP is to schedule the expenditures so that the peaks and valleys in the Town's annual tax rate are eliminated. The largest of expenditures are anticipated and scheduled while the smaller expenditures are worked in around them to help stabilize the tax rate.

Although this document must have the authorization of the local legislative body, its use, once completed, is entirely advisory. The document is structured to provide a multi-year (at least six) recommended program of major capital projects and expenditures. RSA 674:5 states "*The sole purpose and effect of the Capital Improvements Program shall be to aid the Board of Selectmen, Town Manager and the Budget Committee in their consideration of the annual budget.*"

The Plaistow CIP is a budgetary document that schedules all anticipated major capital Town expenditures for an extended period of time, typically six years. The document includes a fiscal analysis that aids in prioritizing the expenditures. The program, when adopted and fully utilized, serves to ensure that the services and facilities necessary to meet the community's needs are provided in accordance with the financial capabilities of Plaistow.

2. Advantages Of A CIP

A Capital Improvements Program offers many advantages including the following:

1. Stabilizes year-to-year variations in capital outlays.
2. Pre-emptive acquisitions are made more feasible and defensible (e.g., land acquired for town uses such as water supply, waste disposal, and recreation).
3. In conjunction with capital reserve funds, interest payments may be reduced or eliminated by having the cash on hand for purchases rather than having to purchase bonds.
4. Enables towns to establish growth control measures (in conjunction with a master plan, RSA 674:22) and/or impact fees in accordance with RSA 674:21.

5. Facilitates implementation of the master plan through scheduling of proposed projects over a period of time. This type of programming can eliminate duplication and a random approach in making capital outlays.
6. Furnishes a total picture of the municipality's major needs, discourages piecemeal expenditures, and serves to coordinate the activities of various departments.
7. Establishes priorities for projects on the basis of need and cost, and permits anticipation of revenues and expenditures.
8. Serves as a public information tool by explaining to the public the Town's plans for major expenditures.

3. CIP Committee Membership

Voting Members:

- ***Planning Board:*** 2 voting members including Chairman of the Planning Board who shall also serve as the Chairman of the CIP Committee. An alternate member may serve in place of either member in case of an absence or recusion.
- ***Board of Selectmen:*** 2 voting members. An alternate member may serve in place of either member in case of an absence or recusion.
- ***Budget Committee:*** 2 voting members. An alternate member may serve in place of either member in case of absence or recusion.

Non-voting Members:

- ***Town Manager and Town Planner***

4. Definition Of A Capital Improvement

In general, a capital improvement is a major expenditure for public facilities having a gross cost that exceeds a threshold value. The Town of Plaistow initially established this threshold value at \$5,000. In 2013 the threshold value was increased to \$10,000. To be considered for inclusion in the CIP, the project must exceed the threshold value, have a useful life of three (3) years or more, and not be considered an annual, on-going, operating expense. Projects that require bond financing are also included in the CIP.

Examples of such improvements include:

- *Land acquisition for public purpose*
- *Vehicles*
- *Buildings*
- *Equipment and machinery with a useful life of greater than 3 years*
- *Major building or facility renovations and repairs*
- *Road renovations resulting in long-term improvement in road capacity or conditions*

- *Special studies such as resource assessments or development of a Master Plan*
- *Computer facilities including all upgrades and replacements*

5. Preparation, Adoption, And Review Of The CIP

Each year at the request of the CIP Committee, the Town staff sends the appropriate sections of the CIP text document to all Town Department Heads and asks for updates, changes and additions. This request is typically issued in the late spring time frame with a stated reply deadline of early summer. The Town Staff accumulates the returned information and posts it to the Master CIP Text document, highlighting those items that have changed from the previous year. Town Staff also updates the Master CIP Text document and spreadsheet to indicate the new 6-year range.

Beginning in late spring, staff also updates the latest approved CIP spreadsheet by removing the previous year's columns, adding a column for last year's approved amounts and adding a new year to maintain the 6-year history. These columns should be highlighted until they are reviewed and approved by the CIP Committee. Town staff captures Information from last year's approved CIP for the current year, the official votes on all Town Warrant Articles, and the most current Town Report to include in the "Town Meeting Approved" column.

Each Department Head meets with the Town Manager to review the Department's capital projects for the next 6-year planning meeting. All changes and additions are then highlighted in the CIP spreadsheet.

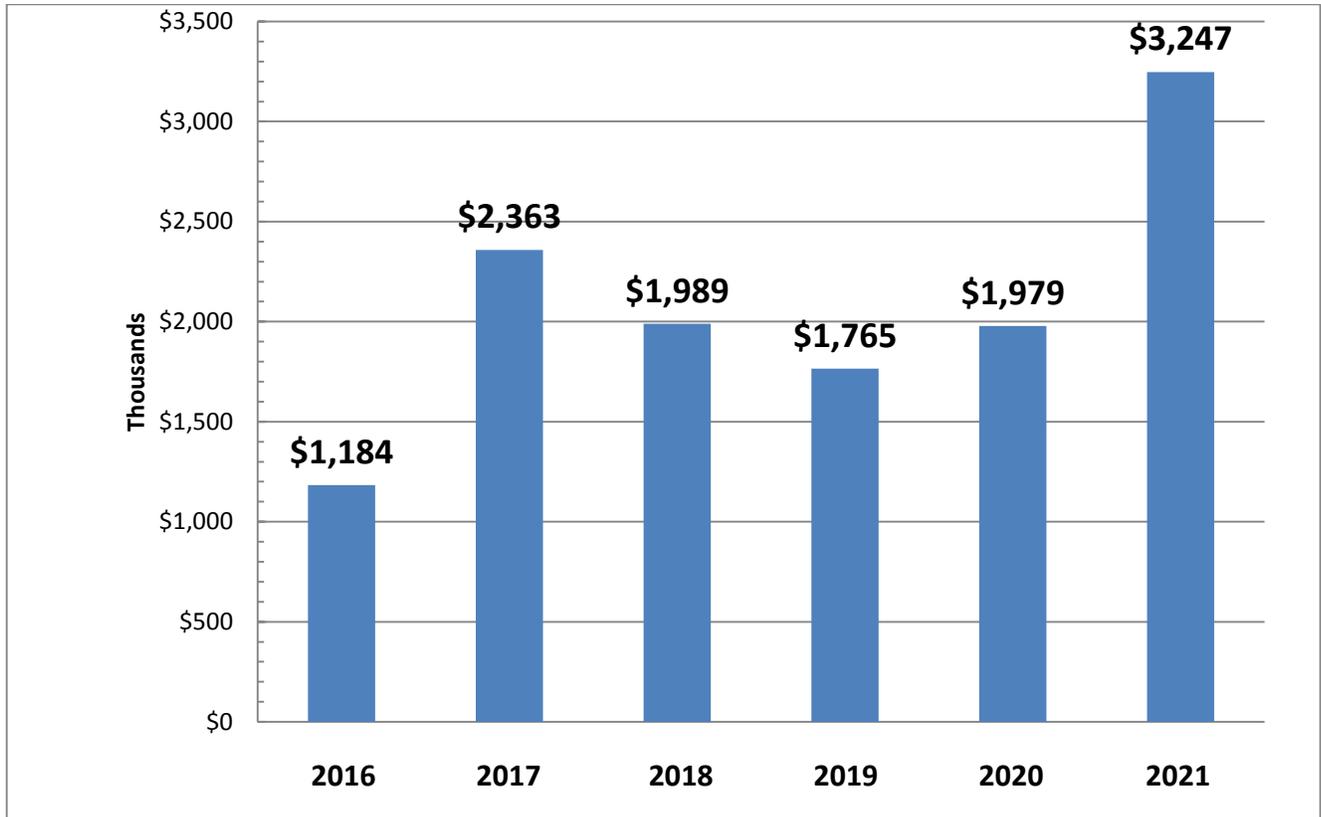
At each CIP meeting, the highlighted areas of the CIP Text document are reviewed by the CIP Committee for potential update to the CIP spreadsheet. If there are any projects that the CIP Committee would like more information about, they either request that Town staff obtain the information or ask that a Department Head come to the next CIP Committee meeting to explain the project(s). Once the CIP Committee has considered a project and decided to include it in the spreadsheet, the highlighting is removed. If the project is not to be included in the spreadsheet, then the text is removed from the CIP Text document.

The CIP Committee will continue to meet to fully understand all of the changes or additions to capital projects and their associated costs and to finalize the numbers and text associated with each project. Upon final review, the Committee tries to balance or level-fund the requests for the 6-year period. Once this is accomplished, the Committee votes to adopt the CIP with the recommendation the CIP be submitted to the Planning Board.

The Planning Board formally approves the CIP at a regularly scheduled meeting after which the CIP is presented to the Board of Selectmen and the Budget Committee.

The following chart shows the CIP next expenses for the 6-year range of the CIP. The chart shows at a quick glance how successful the level-funding effort has been.

2016-2021 CAPITAL IMPROVEMENT PROGRAM (Net Expenses By Year - \$ In Thousands)



6. Classification Of Projects

The Capital Improvements Program (CIP) projects as described in this document are divided into three (3) main categories:

- (A) One-Time.
- (B) Multi-Year.
- (C) On-Going.

One-Time projects appear in the CIP for only one funding year within the 6-year planning window of the CIP. Multi-Year projects are those that will require more than 1 year to purchase or replace capital items. The On-Going projects are those that get funded every year. Capital reserve deposits generally fall into this category.

7. Comparison Of Capital Expenses With Total Budgets

While the capital expenses outlined in the CIP are an important factor in budgeting town expenses, they in fact, on average, only account for 13% of the total municipal budget. Note the CIP and Budget dollar amounts reflect what the Planning Board approved and not what was ultimately approved at Town Meeting.

The following table shows the dollar amounts and percentages for the past six years:

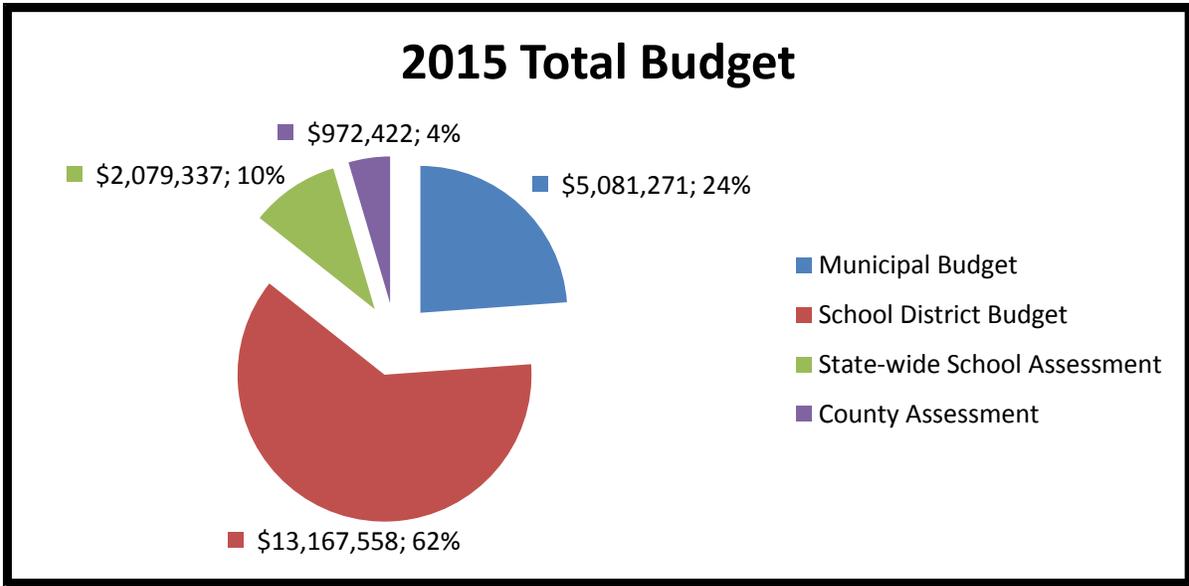
Budget Year/Item	2010	2011	2012	2013	2014	2015
CIP Total	\$1,233	\$816	\$766	\$1,200	\$1,254	\$1,392
Budget Total	\$7,680	\$7,193	\$8,563	\$8,870	\$8,659	\$8,118
% of CIP Total to Budget Total	16.1%	11.3%	8.9%	13.5%	14.5%	17.1%

Note that the years listed reflect “budget years”; thus the year 2015 reflects the 2015 budget as prepared during the 2014 calendar year. The CIP Committee, the Board of Selectmen, and the Budget Committee do not participate in the generation of the Timberlane Regional School District (TRSD) budget. However, the School District Assessment to the Town of Plaistow is the single largest part of the total budget upon which the tax rate and ultimately the tax bills are based.

Tax bills are based on four parts as follows:

1. Municipal budget
2. School District Assessment
3. State-wide School Assessment
4. County Assessment

The chart below shows the dollar amounts and percentages of the total tax bill.



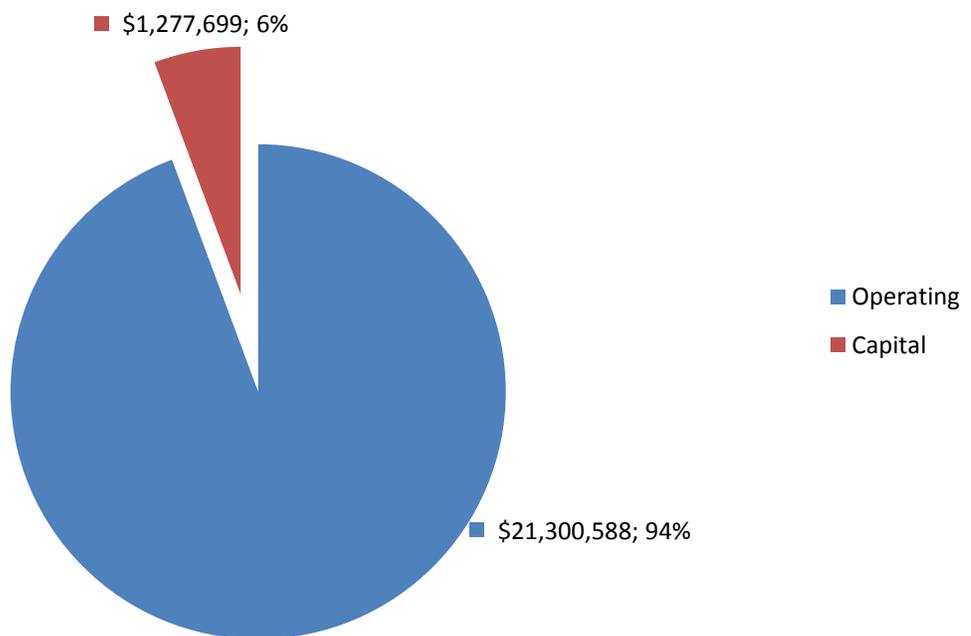
The School District budget may be split into two parts: Operating and Capital. Note the State-wide Assessment was split into the same ratio as the School District Assessment. The County budget does not lend itself to be easily split into operating expenses and capital expenses and has therefore been included here as all operating expense.

The School District operating assessment for each of the four member towns (Atkinson, Danville, Sandown, and Plaistow) is based Average Daily Membership (ADM) that is the

number of students attending grades kindergarten through twelve (12). The capital assessment is based on the Net Assessed Valuation for each of the member towns. Note that TRSD belongs to SAU 55 along with Hampstead. Although Hampstead shares the expense of the SAU along with TRSD, no Hampstead students attend TRSD schools. The TRSD share of the SAU budget is included in the operating budget for TRSD.

2015 Budget	Operating	Capital
Municipal	\$5,081,271	\$775,542
School District	\$13,167,558	\$347,783
State-wide Assessment	\$2,079,337	\$104,314
County	\$972,422	\$0

2015 Total Budget Operating vs Capital Expenses



8. 2016-2021 CIP PROJECTS

The following pages contain a description of project sorted by department and classified as a One-Time project, a Multi-Year Project, or an On-Going project. All projects described in this document are included in the CIP spreadsheet. This text document will help the CIP Committee to present the 2016-2021 CIP to the Planning Board, Board of Selectmen and Budget Committee and will help all committees and boards to better understand the nature of the capital projects and how they impact/influence the financial structure of Plaistow.

Each project description also includes a reference to the Master Plan and a recommendation(s) from the CIP Committee as how to fund the project. When the recommendation is to include a warrant article for the Town Meeting, the proposed language of the warrant article is also included.



8.1 HIGHWAY DEPARTMENT



H1. Highway Department Equipment Capital Reserve Fund Deposit

2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This capital reserve fund was created in 2006 to level fund the on-going expenditures for the replacement of highway department vehicles. Each year a review of this fund's cash flow is undertaken to determine if an adjustment to the Fund deposit is necessary. See Section 9 for a more detailed explanation of the yearly analysis of the cash flows.



CIP Committee Recommendation(s):

- The CIP should include \$80,000 to be deposited in the Highway Department Capital Reserve Fund in each of the years 2016 through 2021.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$80,000 to be added to the existing Highway Department Equipment Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Highway Department vehicles. Putting funds aside each year will allow for the orderly replacement of highway vehicles by leveling the yearly tax impact. This money can only be spent by a future vote at town Meeting. These funds will be invested in an interest bearing account.]

H2. Replacement of Highway Department Vehicles

2015

H2.1 Replacement of the 2008 International Dump Truck

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the 2008 International dump truck should be replaced in 2015. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$160,000 for 2015 and should also show this expense will be funded by a withdrawal from the Highway Department Vehicle Capital Reserve Fund.
- The following warrant article should be presented at the 2015 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$160,000 for the replacement of the 2008 dump truck and to withdraw \$160,000 from the Highway Department Vehicle Capital Reserve Fund for such replacement?”

Appropriation:	\$160,000
Withdrawal from the Highway Department Vehicle Capital Reserve Fund:	- \$160,000
<hr style="border-top: 1px dashed black;"/>	
Amount to be raised by taxation:	\$0

This warrant article passed at the 2015 Town Meeting.

2016

H2.2 Replacement of the 2001 Front End Loader

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the 2001 Caterpillar 924 Front End Loader should be replaced in 2016. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$120,000 for 2016 and should also show this expense will be funded by a withdrawal from the Highway Department Equipment Capital Reserve Fund.

- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$120,000 for the replacement of the 2001 Caterpillar 924 Front End Loader and to withdraw \$117,100 from the Highway Department Equipment Capital Reserve Fund and to withdraw \$2,900 from the New Road Impact Fee Fund for such replacement?”

	Appropriation:	\$120,000
Withdrawal from the Highway Department	Equipment Capital Reserve Fund:	- \$117,100
Withdrawal from the New Road Impact Fee Fund:		- \$2,900
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the 2001 Caterpillar 924 Front End Loader as part of the replacement schedule for Highway Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2019

H2.3. Replacement of the 2010 International 6W Dump Truck

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the 2010 International dump truck should be replaced in 2019. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$160,000 for 2019 and should also show this expense will be funded by a withdrawal from the Highway Department Vehicle Capital Reserve Fund.
- The following warrant article should be presented at the 2019 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$160,000 for the replacement of the 2010 International 6W Dump Truck and to withdraw \$160,000 from the Highway Department Equipment Capital Reserve Fund for such replacement?”

	Appropriation:	\$160,000
Withdrawal from the Highway Department	Equipment Capital Reserve Fund:	- \$160,000
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the 2001 Caterpillar 924 Front End Loader as part of the replacement schedule for Highway Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

H2.4. Replacement of the 2012 F-550 Ford Dump Truck

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the 2012 F-550 Ford dump truck should be replaced in 2019. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$110,000 for 2019 and should also show this expense will be funded by a withdrawal from the Highway Department Vehicle Capital Reserve Fund.
- The following warrant article should be presented at the 2019 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$110,000 for the replacement of the 2012 F-550 Dump Truck and to withdraw \$110,000 from the Highway Department Equipment Capital Reserve Fund for such replacement?”

Appropriation:	\$110,000
Withdrawal from the Highway Department Equipment Capital Reserve Fund:	- \$110,000
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Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the 2012 F-550 Dump Truck as part of the replacement schedule for Highway Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2020

H2.5 Replacement of the 2013 F-350 Ford Pickup Truck

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the 2013 F-350 Ford Pickup Truck should be replaced in 2020. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$50,000 for 2020 and should also show this expense will be funded by a withdrawal from the Highway Department Vehicle Capital Reserve Fund.
- The following warrant article should be presented at the 2020 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$50,000 for the replacement of the 2013 F-350 Pickup Truck and to withdraw \$50,000 from the Highway Department Equipment Capital Reserve Fund for such replacement?”

Appropriation:	\$50,000
Withdrawal from the Highway Department Equipment Capital Reserve Fund:	- \$50,000
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Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the 2013 F-350 Ford Pickup Truck as part of the replacement schedule for Highway Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2021

H2.6. Replacement of the Landscaping Trailer

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Highway Supervisor indicates that the Landscaping Trailer should be replaced in 2021.



This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.

CIP Committee Recommendation(s):

- The CIP should show an expense of \$10,000 for 2021 and should also show this expense will be funded by a withdrawal from the Highway Department Vehicle Capital Reserve Fund.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$10,000 for the replacement of the Landscaping Trailer and to withdraw \$10,000 from the Highway Department Equipment Capital Reserve Fund for such replacement?”

	Appropriation:	\$10,000
Withdrawal from the Highway Department Equipment Capital Reserve Fund:		- \$10,000
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Amount to be raised by taxation:		\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Landscaping Trailer as part of the replacement schedule for Highway Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized as well as protecting the landscaping equipment transported and stored in the trailer.]

8.2

FIRE DEPARTMENT



F1. Fire Department Capital Reserve Fund Deposit

2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This capital reserve fund is set to level fund the on-going expenditures for the replacement of the necessary fire department vehicles. Each year a review of the fund cash flow is undertaken to determine if an adjustment to the fund deposit is necessary. See Section 9 for a more detailed analysis of the fund cash flows.



CIP Committee Recommendation(s):

- The CIP should include \$105,000 to be placed in the Capital Reserve Fund in each of the years 2016-2021.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$105,000 to be added to the existing Fire Department Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for future purchases of Fire Department vehicles. Putting funds aside each year will allow for orderly replacement of fire vehicles while leveling the yearly tax impact. This money can only be spent by a future vote at town Meeting. These funds will be invested in an interest bearing account.]

F2. Self-Contained Breathing Apparatus (SCBA) Capital Reserve Fund Deposit

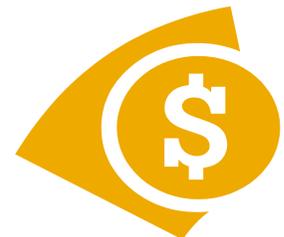
2015-2020

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This Capital Reserve Fund was created in 2015 for the purpose of level funding the replacement of the SCBA apparatus, SCBA tanks, and high temperature facemasks. Each year a review of the fund cash flow is undertaken to determine if an adjustment to the fund deposit is necessary.



CIP Committee Recommendation(s):

- The CIP should include \$33,400 to be placed in the Capital Reserve Fund in each of the years 2016-2020.

- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$33,400 to be added to the Self-Contained Breathing Apparatus (SCBA) Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To set aside money for future replacement of the SCBA, cylinders, and masks. Putting money aside each year will allow for the orderly replacement of this equipment by leveling the yearly tax impact. This money can only be spent by a future vote at town Meeting. These funds will be invested in an interest bearing account. The total cost of replacement is \$200,00.]

F3. Replacement of Fire Department Vehicles 2016

F3.1. Replacement of Rescue 2

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Fire Chief indicates that the Rescue 2 Fire Truck should be replaced in 2016. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$150,000 for 2016 and should also show this expense will be funded by a withdrawal from the Fire Department Capital Reserve Fund.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$150,000 for the replacement of the Rescue 2 Fire Truck and to withdraw \$150,000 from the Fire Department Capital Reserve Fund?”

Appropriation:	\$150,000
Withdrawal from the Fire Department Capital Reserve Fund:	- \$150,000
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Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Rescue 2 Fire Truck as part of the replacement schedule for Fire Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2018

F3.2. Replacement of Tanker 5

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD



Project Description: The Fire Chief indicates that the Tanker 5 Fire Truck should be replaced in 2018. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.

CIP Committee Recommendation(s):

- The CIP should show an expense of \$400,000 for 2018 and should also show this expense will be funded by a withdrawal from the Fire Department Capital Reserve Fund.
- The following warrant article should be presented at the 2018 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$400,000 for the replacement of the Tanker 5 Fire Truck and to withdraw \$400,000 from the Fire Department Capital Reserve Fund?”

	Appropriation:	\$400,000
Withdrawal from the Fire Department Capital Reserve Fund:		- \$400,000
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Tanker 5 Fire Truck as part of the replacement schedule for Fire Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2019

F3.3. Replacement of Forestry 4

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Fire Chief indicates that the Forestry 4 Fire Truck should be replaced in 2019. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$50,000 for 2019 and should also show this expense will be funded by a withdrawal from the Fire Department Capital Reserve Fund.
- The following warrant article should be presented at the 2019 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$50,000 for the replacement of the Forestry 4 Fire Truck and to withdraw \$50,000 from the Fire Department Capital Reserve Fund?”

	Appropriation:	\$50,000
Withdrawal from the Fire Department Capital Reserve Fund:		- \$50,000
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Forestry 4 Fire Truck as part of the replacement schedule for Fire Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

2021

F3.4. Replacement of Tower 3

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Fire Chief indicates that the Tower 3 Fire Truck should be replaced in 2021. This is part of the normal replacement schedule and can be funded by a capital reserve fund withdrawal.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$350,000 for 2016 and should also show this expense will be funded by a withdrawal from the Fire Department Capital Reserve Fund.

- The following warrant article should be presented at the 2021 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$350,000 for the replacement of the Tower 3 Fire Truck and to withdraw \$350,000 from the Fire Department Capital Reserve Fund?”

	Appropriation:	\$350,000
Withdrawal from the Fire Department Capital Reserve Fund:	-	\$350,000
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Tower 3 Fire Truck as part of the replacement schedule for Fire Department vehicles. Timely replacement of vehicles ensures maintenance costs and vehicle downtime are minimized while driver safety is maximized.]

F4. Replace Fire Department Equipment and Apparatus 2015

F4.1. Replacement of Cardiac Monitors and Automatic External Defibrillators

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: In 2008, the manufacturer of our current cardiac monitors advised the industry that parts and service for the current Lifepak-12 cardiac monitor would not be supported beyond 2016. Additionally, support for the LIFEPAK 500 Automatic External Defibrillator (AED) will cease in 2015. Both of these products are currently in use by the PFD. A staggered replacement process is being recommended, through the annual budget process, to limit the effect on the tax rate. The Fire Department currently has 2 cardiac monitors and 3 AEDs that the Fire Chief recommends should be replaced before they fall out of serviceability. The replacement for the cardiac monitor is estimated to be \$32,500 per unit and for the AEDs \$2,100 each. Year 1 replacement (2014) will include 1 cardiac monitor and 1 AED. Year 2 replacement (2015) will include 1 cardiac monitor and 2 AEDs.



CIP Committee Recommendation(s):

- The CIP should include \$36,700 for this equipment replacement in 2015 as well as showing an \$18,000 withdrawal from the Rescue Vehicle and Medical Equipment fund.
- The following warrant article should be presented at the 2015 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$36,700 for the replacement of a cardiac monitor (\$32,500) and 2 Automatic External Defibrillators (AEDs) (\$2,100 each) and to withdraw \$18,000 from the Rescue Vehicle and Medical Equipment fund to help offset the total replacement cost?”

	Appropriation:	\$36,700
Withdrawal from the Rescue Vehicle and Medical Equipment Fund:		- \$18,000
	-----	-----
	Amount to be raised by taxation:	\$18,700

[Note: The Fire Department was able to complete the project in 2014 without additional funding needed in 2015. No warrant or budget item was presented at the 2015 Town Meeting for this project.]

2020

F4.2. Replace Self-Contained Breathing Apparatus (SCBA) Bottles

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The SCBA is complex device that stores a specific volume of breathing air at high pressure and delivers the air, through a series of regulators to the facemask of the firefighter when entering a hazardous environment. The current equipment was purchased through the Assistance to Firefighters Grant program in 2005. The pressure cylinders (bottles) are made of carbon fiber wrapped in fiberglass and have a maximum life of 15 years. They are hydrostatically tested every 5 years or whenever



they have been exposed to extreme heat. Our current bottles will be tested in 2015 and will be taken out of service at their 15-year end of life in 2020. The current cost of a replacement bottle is approximately \$1,000. We maintain 50 - 45 minute/4,500 psi bottles (25 installed in the packs and 25 spare). In addition we have 4 - 60 minute/4,500 psi bottles specifically for our Rapid Intervention Team (RIT) in the event of the need to extricate a down firefighter. The current anticipated cost for this project is \$50,000. The department anticipates applying for grants to offset this project beginning in 2017, if grants are available.

CIP Committee Recommendations:

- The CIP should include an expense of \$54,000 in the year 2020 to replace the 54 tanks and a withdrawal from the SCBS Capital Reserve Fund to offset the expense.

F4.3. Replacement of Self-Contained Breathing Apparatus (SCBA)

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: As stated in the previous project, the SCBA is complex device that stores a specific volume of breathing air at high pressure and delivers the air, through a series of regulators to the facemask of the firefighter when entering a hazardous environment. The current equipment was purchased through the Assistance to Firefighters Grant program in 2005. The design standards for SCBA are set by the National Fire Protection Association (NFPA) and are updated periodically. Due to the high cost of this equipment, upgrading is typically delayed until either significant advances in technology are developed and implemented or a



department's equipment becomes obsolete due to inability to maintain or they are determined to be technologically unsafe due to their age. Our breathing apparatus are tested to industry standards every two years to ensure proper operation. We expect that we will need to upgrade our current equipment by 2020. We currently maintain 25 SCBA and we expect that number to be static for the foreseeable future. The 2014 estimate for one SCBA (w/o bottle) is \$5,500. The estimated cost for full replacement of this equipment comes to \$137,500. In addition to the SCBA, we would also add approximately 30 high temperature face pieces (masks) at a cost of \$280/each or \$8,400. The department anticipates applying for grants to offset this project beginning in 2017, if grants are available.

CIP Committee Recommendations:

- The CIP should include an expense of \$145,900 in the year 2020 and a withdrawal of \$145,900 from the SCBA capital reserve fund to offset the expense.

8.3

POLICE DEPARTMENT



P1. Unmarked Police Vehicle Capital Reserve Fund Deposit 2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Police Department has several vehicles other than the fleet of cruisers. Cruiser replacement is covered by another project. Establishment of this Capital Reserve Fund will allow for an orderly replacement of the unmarked police vehicles that include all police vehicles that are not part of the annual two-cruiser replacement program. This also includes equipment trailers and the Animal Control Officer (ACO) vehicle. A vehicle replacement schedule is maintained and updated annually based on the equipment mileage and usage. The Police Department requested an initial deposit of \$22,000 be placed into this Fund.



CIP Committee Recommendation(s):

- The CIP should include the establishment of an Unmarked Police Vehicle Capital Reserve Fund and an associated \$22,000 deposit into this Fund for each year 2016 through 2021.
- The following warrant article should be presented at the 2016 Town Meeting:



“Shall the Town vote to establish an Unmarked Police Vehicle Capital Reserve Fund and further to raise and appropriate the sum of \$22,000 to be added to the Unmarked Police Vehicle Capital Reserve Fund? This reserve Fund shall fund all police vehicles and equipment trailers that do not participate in the annual cruiser replacement program funded through the Town Budget.”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To establish a fund to allow the Town to continue to set aside money for future purchases of unmarked Police Department vehicles. Putting money aside each year will allow for the orderly replacement of these vehicles by leveling the yearly tax impact. Note that although some of these vehicles can be purchased using Asset Forfeiture funds such vehicles belong to the Federal Government and not the Town of Plaistow. The money in the Capital Reserve Fund can only be spent by a future vote at Town Meeting. Reserve Funds are invested in an interest bearing account.]

P2. Communications Radio Dispatching System Capital Reserve Fund Deposit

2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This Capital Reserve Fund was created in 2013 with an initial deposit of \$25,000. It is set up to level fund the replacement of the Police Department's Communications Radio Dispatching System whose total cost is \$200,000.



CIP Committee Recommendation(s):

- The CIP should include a deposit of \$40,000 for the years 2016 through 2017 and \$45,000 for the year 2018.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$40,000 to be added to the Communications Radio Dispatching System Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). These funds are in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for the future purchase of a communication radio dispatching system. Putting money aside each year will allow for the orderly replacement of this system by leveling the yearly tax impact. This money can only be spent by a future vote at town Meeting. Reserve Funds are invested in an interest bearing account.]

P3. Cruiser/Related Equipment Replacement

2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Police Department has a vehicle replacement plan for marked cruisers. The plan is updated annually based upon the mileage driven and which vehicles are replaced. This replacement follows the standard annual, two-car rotation program and includes set-up and replacement equipment.



CIP Committee Recommendation(s):

- The CIP should include \$67,000 for Police Department cruiser replacement for the years 2016 through 2021.
- The Police Department Budget presented at the 2016 Town Meeting should include \$67,000 for cruiser replacement.

P4. Communication Systems

2016

P4.1. Communications Monitoring/Recording System

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project replaces an existing recording system in the Police Department Communications Center that captures all phone calls and radio transmissions in the Dispatch Center. There are two options available to replace this system: 1) one time purchase in 2015, or 2) sign a 3-year lease to own agreement with lease payments of \$3,600 in each of the following three years – 2015, 2016, 2017. The decision was made to do a 1-time purchase of \$10,000 in 2016.



CIP Committee Recommendation(s):

- The CIP should include \$10,000 for the replacement of the recording system in the year 2016.
- The Police Department Budget presented at the 2016 Town Meeting should include \$10,000 for the communication monitoring/recording system replacement.

2017

P4.2. Replace Portable Radios

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project allows for the transition of current portable radios purchased in 2002 that are issued to officers to an upgraded model taking advantage of significant technology changes.



CIP Committee Recommendation(s):

- The CIP should include an expense of \$87,000 for 2017.
- The following warrant article should be presented at the 2017 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$87,000 for the replacement of portable radios?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the portable radios. The replacement radios offer have an improved technology and will provide improved communications.]

2018

P4.3. Communications Radio Dispatching System Capital Project

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project will replace the Police Department’s Communications Dispatching System’s current technology with a successor Motorola system. This change would be a third generation change since the creation of 24/hour dispatching center in the early 1990’s. This project represents the actual purchase.



CIP Committee Recommendation(s):

- The CIP should include an expense of \$200,000 for the year 2018 and a withdrawal of \$200,000 from the Communication Radio Dispatching Capital Reserve Fund.
- The following warrant article should be presented at the 2018 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$200,000 for the replacement of the Communication Radio Dispatching System and to withdraw \$200,000 from the Communication Radio Dispatching Capital Reserve Fund?”

	Appropriation:	\$200,000
Withdrawal from the Communication Radio Dispatching Capital Reserve Fund:		- \$200,000
		Amount to be raised by taxation:
		\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Communication Radio Dispatching system with newer technology and increased feature set.]

P5. Hardware and Software Systems

2016-2021

P5.1. Computer Hardware/Software Replacement

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project provides for replacement/additions to the Police Department computer system and associated software.



CIP Committee Recommendation(s):

- The CIP should include \$20,000 for each year 2016 through 2021.
- The Police Department Budget presented at the 2016 Town Meeting should include \$20,000 for the replacement of the computer system and associated software.

2016

P5.2. Automated Fingerprint Identification System

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This identification system provides an instantaneous fingerprint comparison to national and state print databases of arrestees to accurately confirm the identity of arrestees.



CIP Committee Recommendation(s):

- The CIP should include \$30,000 for the purchase of the identification system in the year 2016.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$30,000 to purchase an Automated Fingerprint Identification System?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The installation of this equipment will provide an efficient and rapid method for identifying fingerprints as required by the Police Department in their normal course of business.]

2014-2016

P5.3. Replace Mobile Radar Units

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD



Project Description: This project provides replacement mobile radar units in cruisers spread out over a three-year period (2014 through 2016); two radar units are to be replaced in each of the three years.

CIP Committee Recommendation(s):

- The CIP should include \$6,000 for each of the three years in 2014, 2015, and 2016.
- The Police Department budget presented at the 2016 Town Meeting should include \$6,000 for the replacement of 2 radar units.

2017

P5.4. Less-Lethal Weapons

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD



Project Description: This project enables officers to be armed with a less-lethal weapon (in addition to their firearm) such as a taser, which will provide officers with another way to disarm/arrest suspects without using lethal or hands-on force.

CIP Committee Recommendation(s):

- The CIP should include a \$35,000 expense for the year 2017 to purchase less-lethal weapons.

2020

P5.5. Replace Management Info Computer System

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD



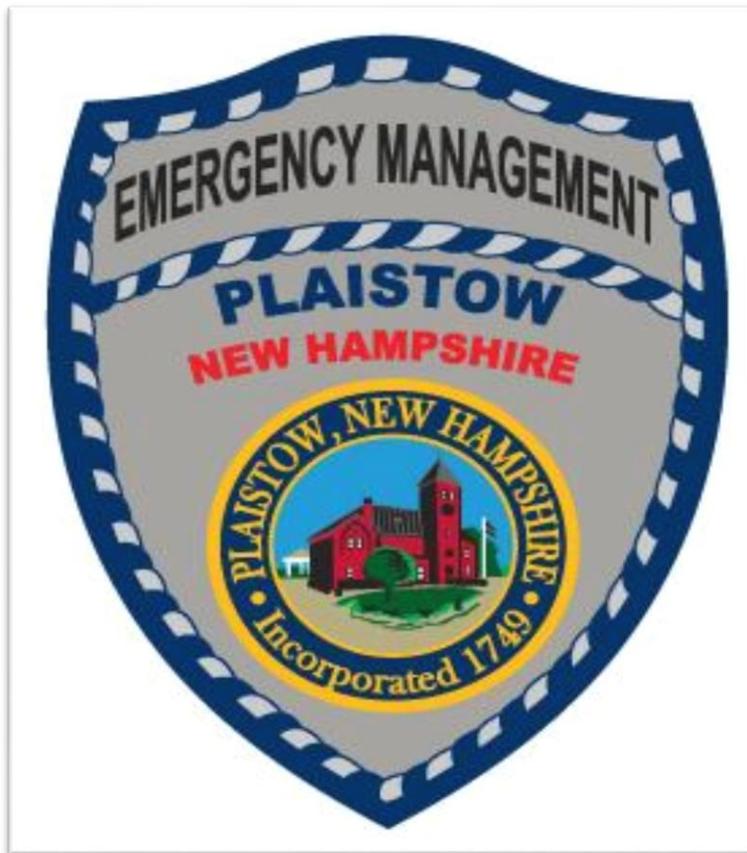
Project Description: This project is to replace the current police department hardware/software system and is recommended for replacement in 2020.

CIP Committee Recommendation(s):

- The CIP should include \$100,000 for the replacement of the Management Info Computer System in 2020.

8.4

EMERGENCY MANAGEMENT DEPARTMENT



E1. Create an Emergency Management Capital Reserve Fund 2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: A Capital Reserve Fund is being created to allow for the purchase, maintenance and regular updates needed for the emergency response communications equipment and training for the Emergency Management Department. This Fund will also assist with the match to any federal and state grants that the Town applies for, and will help fund the lease agreements for the communication towers. These funds will also be utilized to replace, add to, or upgrade our communication infrastructure located on towers and other communication areas. Additional costs could include items such as an Emergency Operation Center, Public Safety Communications Center and/or mobile command vehicle(s). The plan is to allocate \$10,000 each year for the 2016-2021 based upon establishment of an “Emergency Management Capital Reserve Fund”.



CIP Committee Recommendation(s):

- The CIP should include the establishment of an Emergency Management Capital Reserve Fund and associated deposit of \$10,000 for each of the 6 years (2016 through 2021).
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to create an Emergency Management Capital Reserve Fund and raise and appropriate \$10,000 to deposit in this Fund? The Capital Reserve Fund is being created to allow for the purchase, maintenance and regular updates needed for the emergency response communications equipment and training for the Emergency Management Department. This Fund will also assist with the match to any federal and state grants that the Town applies for, and will help fund the lease agreements for the communication towers. These funds will also be utilized to replace, add to, or upgrade the communication infrastructure located on towers and other communication areas. This fund could also finance items such as an Emergency Operation Center, Public Safety Communications Center and/or mobile command vehicle(s).”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This fund is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To establish a Capital Reserve Fund to fund the capital needs of the Emergency Management Department.]

E2. Emergency Management Projects 2021

E2.1. Phase III of the EOP Plan – Existing Communications Tower Equipment Installation for Public Safety

Project Type: One-Time
Master Plan Chapter Reference: Community Facilities
Community Facilities Recommendation Number: TBD

Project Description: This project is for the purchase of a simulcast system that will allow for a microwave link of all of the various communications equipment located on the various communications towers. Another grant will be pursued for this project by the Emergency Management Department to help offset the costs.



CIP Committee Recommendation(s):

- The CIP should include \$100,000 in the year 2021 for the purchase of a simulcast system.

E2.2. Phase II of the EOP Plan - Mobile Emergency Operations Center (MEOC)

Project Type: One-Time
Master Plan Chapter Reference: Community Facilities
Community Facilities Recommendation Number: TBD

Project Description (On-Going Project): This project is for the completion of the Communications Systems Equipment Needs; i.e. computer with remote screen, keyboard and printer (1), processor (1) to allow patching of frequencies and mobile radios (3 more).



CIP Committee Recommendation(s):

- The CIP should include \$95,000 in the year 2021 for the purchase of equipment needs for the completion of the MEOC.

E2.3. CERT Training, Equipment and Software

Project Type: One-Time
Master Plan Chapter Reference: Community Facilities
Community Facilities Recommendation Number: TBD

Project Description: The purchase of this equipment is an essential part of the Town's Community Emergency Response Team (CERT) training and is necessary in order for the CERT team members to effectively do their jobs and ensure coordinated communications during an emergency situation. This project includes the purchase of tablets with keyboards and software and wireless service connection, and hand-held portable radios with GPS.



Original Recommendation:

- The CIP should include \$15,000 for each of the 6 years (2015 through 2020) for the purchase of equipment for CERT team members

CIP Committee Recommendation(s):

- Take no action in 2016 – project on hold pending further investigation.



8.5

WATER DEPARTMENT



W1. Water Department Fire Suppression Line Capital Reserve Deposit 2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Created originally to fund the fire suppression lines that were installed along Route 125 as the NH Department of Transportation widened Route 125. No future plans for the expansion of the fire suppression lines exist and therefore no additional deposits have been made to this fund for 5 years.



CIP Committee Recommendation(s):

- No action recommended at this time.

W2. Water Department Pump(s) & Pump House Capital Reserve Deposit 2011-2017

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Located on Arbor Lane, this replacement project is for the fire suppression system pumps. Based upon an independent assessment of the overall system in 2007. At that time, an estimated replacement year was to be 2015. Also based upon the assessment, the building that houses the pump for the fire suppression system will also need to be replaced at the same time as the pumps. A warrant article for both the creation of the reserve fund and depositing \$70,000 into it was approved at the March 2011 Town Meeting. This figure is based on an estimated project cost of \$350,000 (\$200,000 for the pumps and \$150,000 for the pump house) with the costs split evenly over 5 years (2011 through 2015). Early analysis revealed the need for a water department garage for their truck and some office space apart co-located at the pump house. These combined uses will result in the design of a larger building that will house the pumps, water department truck, maintenance equipment, and office space. The latest analysis proposes the garage and office space be part of a new highway garage and not needed at the pump house. Updated cost estimates show the pump house replacement cost will be at least \$220,000 for a total project cost \$420,000.



CIP Committee Recommendation(s):

- The CIP should include a deposit of \$70,000 for the year 2016.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$70,000 to be added to the Pump(s) and Pump House Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This fund is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for the replacement of the existing pump house and pumps.]

W3. Fire Suppression Line Installation and Maintenance 2017

W3.1. Installation on Rt. 125 - East Road to Old Road

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This next segment of fire suppression line will proceed north from East Road and end at Old Road. This will occur coincident with the NHDOT Widening Project #10044G. During the 2013 Town Meeting, the Town approved the use of existing funds for this project for an anticipated construction during Fiscal Year 2014. However, this project is currently delayed and is anticipated to be put out to bid for NHDOT in Fiscal Year 2016. Because the Town has already approved this expense, the installation of this segment of the waterline will be completed through the use of existing waterline impact fees, capital reserve fund deposits and water line user fees for this project.



CIP Committee Recommendation(s):

- The CIP should include the expense and withdrawal amounts approved in 2013 for the latest construction year – NHDOT Fiscal Year 2017.
- No further recommendations.

2018

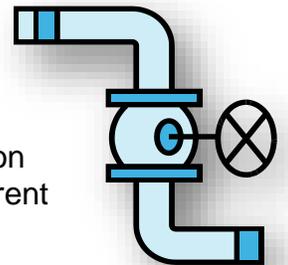
W3.2. Fire Suppression Line Installation on Rt. 125 – Old County Road to Kingston Town Line

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project will include the installation of the Fire Suppression Water Line from Old County Road north to Kingston Town Line as part of the construction of the widening of Route 125 (Project #10044H) and is scheduled for completion in the 2017 to 2019 timeframe. The Water Superintendent has estimated the cost of this project to be approximately \$172,000. This is the final segment of the installation of fire line suppression along Rt. 125. This project has been pushed out to 2023/2024 in the current proposed NHDOT Ten-Year Plan.



CIP Committee Recommendation(s):

- The CIP should include the expense of \$172,000 for the year 2017 along with a withdrawal of \$172,000 from the Water User fee to pay for the expense.

W4. Water Department Buildings and Equipment 2017

W4.1. Pump Replacement

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This one time project will fund the replacement of the “pump” for the fire suppression system. Note that the reference to the pump is meant to include all pumps necessary to ensure 100% availability of an adequate supply of fire suppression water.



CIP Committee Recommendation(s):

- The CIP should show an expense of \$200,000 for 2017 and should also show this expense will be funded by a withdrawal from the Pump(s) and Pump House Capital Reserve Fund.
- The following warrant article should be presented at the 2017 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$200,000 for the replacement of the fire suppression pumps and to withdraw \$200,000 from the Pump(s) and Pump House Capital Reserve Fund?” This warrant article shall be null and void if the \$70,000 deposit to the Capital Reserve Fund is not also approved.

	Appropriation:	\$200,000
Withdrawal from the Pump(s) and Pump House		
Capital Reserve Fund:		- \$200,000
-----		-----
Amount to be raised by taxation:		\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the fire suppression pump and backup pump before a failure occurs.]

W4.2. Pump House Replacement

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Located on Arbor Lane, this project will replace the building that houses the pumps for the fire suppression system. Based upon an independent assessment of the overall system in 2007, it will need to be replaced at the same time that the pumps are replaced (2017). The actual size and configuration of the facility will be by a study to be completed in 2014, but will include space for the pumps, as well as garage and office space

for the water department. Further analysis recommends the garage and office space for the Water Department should be included with the Highway Garage



CIP Committee Recommendation(s):

- The CIP should show an expense of \$220,000 for 2017 and should also show this expense will be funded by a withdrawal from the Pump(s) and Pump House Capital Reserve Fund.
- The following warrant article should be presented at the 2017 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$220,000 for the replacement of the fire suppression system pump house and to withdraw \$220,000 from the Pump(s) and Pump House Capital Reserve Fund?” This warrant article shall be null and void if the \$70,000 deposit to the Capital Reserve Fund is not also approved.

Appropriation:	\$220,000
Withdrawal from the Pump(s) and Pump House Capital Reserve Fund:	- \$220,000
<hr style="border-top: 1px dashed black;"/>	
Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The replacement fire suppression pump and backup pump cannot be installed in the existing small pump hose and therefore a new, larger pump house must be constructed.]

W5. Water/Wastewater Studies

2015

W5.1 Potable Water Study

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

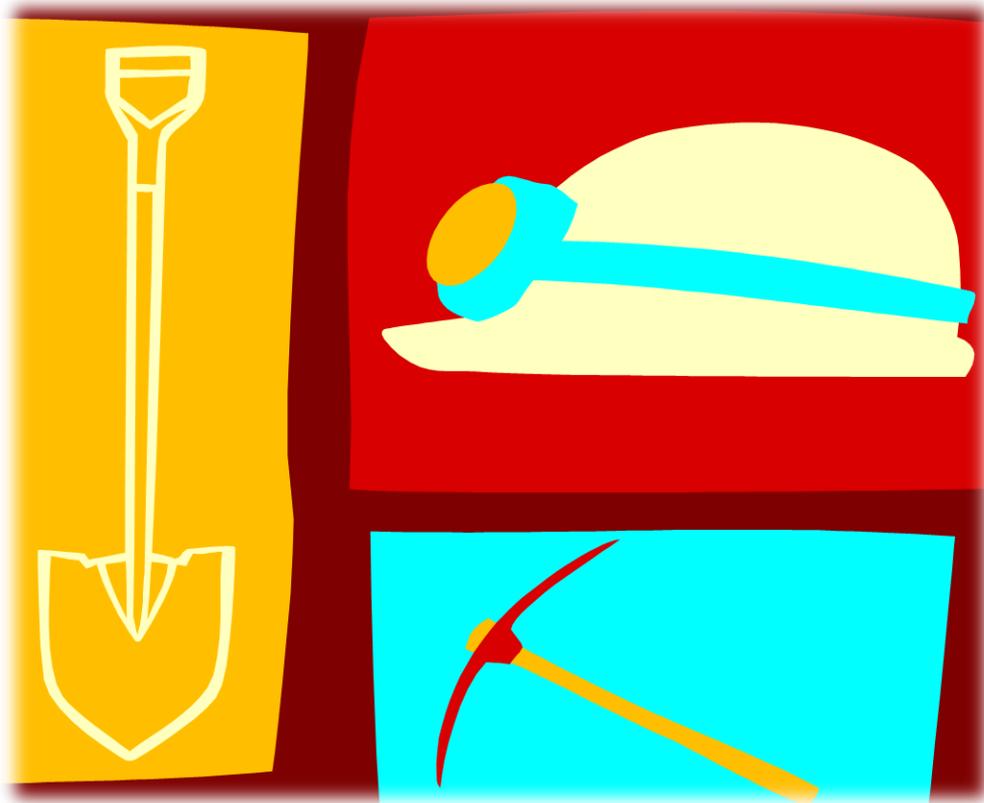
Project Description: In the late 2014/early 2015 the Town received \$120,000 from the GREE fund to study the feasibility of converting the current fire suppression system into a potable water system. The study should be complete before the end of the year 2015.

CIP Committee Recommendation(s):

- The CIP should show an expense of \$120,000 for 2015 and should also show a corresponding offset of \$120,000 received from the GREE fund.



8.6 MUNICIPAL BUILDINGS



MB1. Building/Building Systems Capital Reserve Fund Deposit 2016 - 2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This reserve fund is set up for short and long term building maintenance projects such as roof repair or heating/cooling system replacements, including emergency repairs that are not anticipated. The goal is to maintain an approximate \$20,000 balance in the fund. Past spending history shows that approximately \$10,000 is withdrawn from this fund each year.



CIP Committee Recommendation(s):

- The CIP should include a \$10,000 deposit into the Building/Building Systems Capital Reserve Fund for all years 2016-2021.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$10,000 to deposit into the Building/Building Systems Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This fund is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To maintain a balance of approximately \$20,000 in this fund. This capital reserve fund is set up so that the Board of Selectmen may withdraw funds from this fund as the need arises.]

MB2. Capital Reserve Fund – Acquisition of Land and/or Buildings Fund 2016 - 2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Town would like to take a more proactive role in order to address the need for environmental protection, conservation and open space management, including the evaluation of potential sites and money to purchase the land. The CIP Committee recommended establishing a Capital Reserve Fund for the purchase of future acquisition of land and/or building to meet miscellaneous Town needs based upon the recommendations of the Plaistow First Committee. The Town did establish a Capital Reserve Fund for the purpose of future acquisition of land and/or buildings at the 2011 Town Meeting. No money has been deposited into this fund, the idea being that as various Town properties sold, the proceeds would be placed into this fund.



CIP Committee Recommendation(s):

- None at this time.

MB3. Capital Reserve Fund – Buildings/Land Fund 2016-2021

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This reserve fund is meant to supersede two existing funds - the Emergency Buildings Repair And Maintenance Fund and the Acquisition Of Land And Buildings Fund. The Town did establish a Capital Reserve Fund for the purpose of future acquisition of land and/or buildings at the 2011 Town Meeting. No money has been deposited into this fund. The Emergency Buildings and Repair Fund was created to handle those emergencies that come up during the year that could not be foreseen; it is capped at \$20,000.



CIP Committee Recommendation(s):

- None at this time.

MB4. Public Safety Complex Expansion Bond and Debt Service 2016

MB4.1 Public Safety Expansion Bond

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project represents the safety complex expansion construction and bond purchase. The Public Safety Complex Building Committee made up of staff, residents, and local officials has evaluated this project. An architectural/engineering study is under way which will provide a cost estimate that will be used to purchase a bond to finance the construction. The completed study shows a current estimate of \$11,000,000 for the expansion. The proposal is to pay for the expansion with a 30-year bond at a coupon rate of 4.5%. The proposal will instruct the Town Manager to negotiate for the best terms of the bond.



CIP Committee Recommendation(s):

- The CIP should show a bond purchase of \$11,000,000 in the year 2016.
- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$11,000,000 for the expansion of the Public Safety Complex and to authorize the issuance of not more \$11,000,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? This expansion shall include all remaining design work, building construction and/or renovation, site work, permit fees, access road construction, and building interior equipage. This will be a non-lapsing warrant article under RSA 32:7, VI and will not lapse until the

project is completed or by December 31, 2020, whichever is sooner. Passage of a bond warrant article requires a 60% majority.”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This bond request is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To finance the construction of a new Police Station and improvements to the existing Public Safety Complex for the Fire Department. Currently, there are many serious deficiencies with the existing Police Station have been identified. Some examples are:

- Non-ADA compliant by Federal Standards
- No sight and sound separation for males, females, and juveniles as required by state and federal laws
- Holding cells pose undue safety hazard to detainees and police staff due to antiquated design;
- Detective/investigative function located in a trailer behind existing building
- Safety issues with prisoner separation from administrative staff and public
- Lack of storage – some evidence housed off site that poses safety and security risks
- Building does not meet standards to allow the granting of National Accreditation

Through a series of additional meetings with the Town and Public Safety Departments, the space needs analysis and conceptual plans were pared down to four key projects:

- Single Storey 15,500 +/- sq ft Police Station that would include significant upgrade for the Fire Department;
- Renovation to the existing Fire Station that would support future accommodation for 24/7 operations for the Fire Department;
- Construction of an access road adjacent to the cemetery leading to the rear of the property (which includes elimination of the drainage pond/attractive nuisance adjacent to the Safety Complex);
- Construction of a second entry to the Town Cemetery via new access road;
- A community meeting room and training hall.]

MB4.2. Public Safety Complex Expansion Bond Repayment 2017-2047

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project is a placeholder for the repayment of the bond for the Safety Complex Expansion.

CIP Committee Recommendation(s):

- The CIP should show the following bond repayment amounts (rounded to the nearest \$1,000) for the 2017 through 2021:
2017 - \$962,000

2018 - \$901,000
2019 - \$883,000
2020 - \$864,000
2021 - \$846,000

MB5. Public Safety Maintenance and Repair

2015

MB5.1. Replacement of the Rooftop Heating and Cooling Control System Unit #4 on the Public Safety Complex

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: According to the Building Maintenance Supervisor, the building is in need of a new Heating and Cooling Control Rooftop System for Unit #4, the last unit that is part of the Johnson Control System that is failing. This replacement unit is estimated to cost \$15,000. This unit was last replaced in 1997 and is generally expected to have an 18 to 20 year life expectancy.



CIP Committee Recommendation(s):

- The CIP should include \$15,000 for heating and cooling system for the year 2015.
- The following warrant article should be presented at the 2015 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$15,000 for the replacement of the heating and cooling system for unit #4 on the roof of the Safety Complex?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the existing Safety Complex heating and cooling system that is at the end of its serviceable life.]

MB6. Library Capital Reserve Fund

2016

MB6.1. Create A Capital Reserve Fund For Library Maintenance And Repair

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Create a Library Capital Reserve Fund for Repair, Maintenance, and Renovation of the Library grounds and building, constructed in 1999-2000. This will accommodate all interior and exterior capital projects, including those identified in the 2015 Infrastructure Evaluation Study prepared by the Castagna Consulting Group. The CIP Committee recommends that an initial deposit of \$100,000 be established for this purpose.



CIP Committee Recommendation(s):

- The CIP should include the creation of a capital reserve account in 2016 and an initial deposit of \$100,000 in 2016. It should further show deposits of \$70,000 in 2017 and deposits of \$68,000 in 2018 through 2020.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to create a Library Capital Reserve Fund to be used for both internal and external library (building and site) capital improvements, renovations, or additions and furthermore, shall the Town vote to raise and appropriate \$100,000 to be deposited in the Library Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The creation of this capital reserve fund will allow for level funding of library capital improvements. Putting money each year into a Capital Reserve Fund will allow for orderly improvements to the Library’s capital assets by leveling the yearly tax impact. These funds will be invested in an interest bearing account]

**MB7. Library Maintenance & Repair
2016-2020**

The Castanga report identified improvement projects in the following 7 areas: Exterior Site Improvements, Plumbing Improvement, Exterior Property Maintenance, Roof, Drainage, and Gutters, Energy Conservation, Public Safety, and Interior Library Renovations. The following paragraphs describe each of the individual projects in each of the 7 areas and listed chronologically as well. The CIP Committee is recommending that rather than placing a warrant or budget item for each project in each year, that only 1 warrant article appear in each of the next 5 years that would contain all the projects for the given year.

CIP Committee Recommendation(s):

- The CIP should show an expense item of \$99,000 for 2016 for projects MB7.1.1 (Digital Sign), MB7.2.1 (Septic System Repairs), MB7.5.1 (Solar Array), MB7.5.2 (Interior LED Lighting Upgrade), and MB7.6.1 (Fire Sprinkler Repairs). It should also show that \$10,000 would be withdrawn from the Library Funds to help offset the cost of these projects.

- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town raise and appropriate the sum of \$109,000 for repairs to the Library’s septic system and fire sprinkler system and to upgrade the Library sign with a digital sign, and to upgrade the interior lighting with new LED lights, and to install solar arrays with a payback period of 4 to 5 years? \$10,000 of Library funds will be used to offset this expense; this warrant article shall be null and void if \$100,000 is not deposited in the Library Capital Reserve Fund.”

	Appropriation:	\$109,000
Withdrawal from the Library Capital Reserve Fund:		- \$99,000
Withdrawal from the Library Funds:		\$10,000
-----		-----
	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Library sign with a new digital sign that is visible from both directions and is functional year-round. Also to make necessary repairs to the septic system including installing a pump tank vent for proper air exchange, increasing the size of the inlet baffle, and installing a drywell for discharge from the water softening system. Also to lower operating costs at the library by making energy efficiency improvements including installing more efficient light bulbs as well as solar arrays.]

MB7.1 Exterior Site Improvements

2016

MB7.1.1 Upgrade the exterior sign to a digital sign

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will upgrade the existing sign to a sign with digital components. This will enable the library staff to easily update the sign contents independent of the outside environment. It also makes the updating a safer operation. This project will also make exterior site improvements including repairs and improvements to pavement, sidewalks, concrete pads, and exterior lighting.

CIP Committee Recommendation(s):

- See the project recommendations for 2016.

2018

MB7.1.2 Update the pavement, sidewalks, and lighting

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities
Community Facilities Recommendation Number: TBD

Project Description:

This project will make exterior site improvements including repairs and improvements to pavement, sidewalks, concrete pads, and lighting.

CIP Committee Recommendation(s):

- The CIP should include an expense of \$63,500 in 2018 for the updates.

MB7.2 Plumbing Improvements

2016

MB7.2.1 Septic System Repairs

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make repairs to the septic system including installing a pump tank vent for proper air exchange, increasing the size of the inlet baffle, and installing a drywell for discharge from the water softening system.

CIP Committee Recommendation(s):

- See the project recommendations for 2016.

2019

MB7.2.2 Replace Water Heater and Water Softener

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will replace the water heater and water softener. The current units are at the end of their useful life.



CIP Committee Recommendation(s):

- The CIP should include an expense of \$6,700 in 2019.

MB7.3. Exterior Property Maintenance

2018

MB7.3.1 Siding/Trim

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make exterior property maintenance improvements including repairs to the trim and siding.

CIP Committee Recommendation(s):

- The CIP should include expenses of \$10,000 in 2018.

MB7.4 Roof and Drainage

2020

MB7.4.1 Roof and Drainage

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make replace the current 15-year old asphalt roof, and repair drainage issues outside the Nelson Room exits.

CIP Committee Recommendation(s):

- The CIP should include expenses of \$110,000 in 2020 for this project.

MB7. Energy Conservation

2016

MB7.5.1 Solar Array

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project would install solar arrays that would reduce the library energy costs. The current expectation is that the solar arrays will have a 4 to 5 year payback period.



CIP Committee Recommendation(s):

- The CIP should include \$30,000 in 2016 for these solar panels.
- This project should be included as part of the recommended expense warrant article as written above in paragraph 7.5.

MB7.5.2 Interior LED Lighting Upgrade

2016

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will replace existing interior lighting with more efficient LED lighting.

CIP Recommendation(s):

- The CIP should include expenses of \$25,000 in 2016 for this project.
- This project should be included in the expense warrant article for 2016.

MB7.6 Public Safety

MB7.6.1 Fire Sprinkler System Updates

2016

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make improvements to the fire sprinkler system. The piping needs to be replaced because of moisture that has been accumulating in the pipes that should be dry. security system, and fire alarm and monitoring system.

CIP Recommendation(s):

- The CIP should include expenses of \$26,000 in 2016.

MB7.6.2 Security System Updates

2019

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make improvements to the security system and fire alarm and monitoring system.

CIP Recommendation(s):

- The CIP should include expenses of \$27,600 in 2019.



MB7.7 Interior Library Renovations

2017

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will make renovations to the public and staff areas.

CIP Recommendation(s):

- The CIP should include expenses of \$31,500 in 2017.

MB7.8 Generator for Library 2018

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description:

This project will purchase and install a generator for the library. This will be used for emergency power backup necessary to maintain a proper environment for the collection of historic books and documents as well as to provide emergency heating and cooling stations when necessary.

CIP Recommendation(s):

- The CIP should include an expense of \$40,000 in 2018.

MB8. Highway Garage and Salt Shed

2016

MB8.1 Highway Garage & Salt Shed Bond

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Town has been attempting to relocate both the Salt Shed and the Highway Garage for a number of years. The salt shed poses a number of environmental problems regarding contamination of the underlying ground water and its impact on abutting properties. The highway garage is severely lacking capacity and poses a number of health issues regarding the leaking of methane gas into the garage. Cost estimate for a new salt shed is \$186,000 and for a new highway garage is \$800,000. There is a high probability that a suitable site for the two buildings will also need to be purchased. A survey of all town-owned land did not result in finding any suitable site for the highway garage and salt shed. There is presently no cost estimate for the purchase of such a site.



CIP Committee Recommendation(s):

- The CIP should include a bond purchase in 2016 for \$986,000 for the replacement of the highway garage and salt shed.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$986,000 for the construction of a new highway garage and salt shed and to authorize the issuance of not more \$986,000 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33) and to authorize municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This bond request is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To finance the construction of a new highway garage and salt shed. Passage of a bond warrant article requires a 60% majority.]

2017 - 2027

MB8.2 Highway Garage & Salt Shed Bond Debt Service

Project Type: Multi-Year

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: This project is a placeholder for the repayment of the bond for the highway garage and salt shed.

CIP Committee Recommendation(s):

- The CIP should include \$99,500 for the bond repayment for the year 2017 and the following 10 years.



MB9. Court House – Maintenance & Repair

2016

MB9.1 Repave the walkways at the Court House

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The walkways at the Court House leading from the parking lot to and around the building are in need of repaving. The Highway Supervisor has assessed the area in need of repaving and estimated the cost to be \$6,000.

CIP Committee Recommendation(s):

- The CIP should include \$6,000 for the year 2016 for the repaving of the walkways.
- The Government Buildings Budget presented at the 2016 Town Meeting should include \$6,000 for the repaving of the Court House walkways.



MB10. Historical Society Building – Maintenance & Repair 2016

MB10.1 Repaint the Historical Society Building

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: According to the Building Maintenance Supervisor, the building is in need of a complete paint job that has an estimated cost of \$10,000.



CIP Committee Recommendation(s):

- The CIP should include \$10,000 in the year 2016 for the painting of the Historical Society building.
- The Government Buildings Budget presented at the 2016 Town Meeting should include \$10,000 for the painting of Historical Society.

2017

MB10.2 Replace the windows at the Historical Society Building

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: According to the Building Maintenance Supervisor, the building will need all new windows by the year 2017.



CIP Committee Recommendation(s):

- The CIP should include \$30,000 in the year 2017 for the window replacement.

MB11. Town Hall – Maintenance & Repair 2016

MB11.1 Repave Pathways Around Pollard Park

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Building Maintenance Supervisor indicates this is a project that should be completed in order to prevent further deterioration and long-term damage to the paved horseshoe loop that services the Town Hall. The Highway Supervisor has indicated that this work should be undertaken when there is other paving occurring in the area. It will also



involve adjustments to the curbing so that there is proper blending. The Building Maintenance Supervisor, Highway Supervisor and Building Inspector are all recommending this project and are investigating methods of repair.

CIP Committee Recommendation(s):

- The CIP Committee should include \$25,000 in the year 2016 for the repaving of the pathways around Pollard Park.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$25,000 for the repaving of the pathways around Pollard Park?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To repave the pathways around Pollard Park that are deteriorating. The repaving will also prevent further damage to the pathways.]

MB12. Recreation Buildings – P.A.R.C.

2016

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: No projects are currently proposed.

MB13. Recreation Buildings – Ingalls Terrace

2016

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: No projects are currently proposed.

MB14. Recreation Buildings – Community Center (Beede Site)

2021

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Beede Reuse Plan recommended a recreation or community center be located on a reclaimed portion of the Beede site. An estimated cost estimate of \$1,500,000 has been used for the construction of this building. It is likely that



such a large expense would be bonded to minimize the tax impact on Plaistow residents.

CIP Committee Recommendation(s):

- The CIP should include \$1,500,000 in the year 2021 for the construction of the recreation/community center.

8.7 MUNICIPAL SERVICES



MS1. Building Department Expenses 2016

MS1.1 Building Inspection Truck

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Building Inspector uses this truck for building inspections, site inspections and responses to resident issues.



CIP Committee Recommendation(s):

- The CIP Committee should include \$27,000 in the year 2016 for the replacement of the Building Inspector's truck.
- The following warrant article should be presented at the 2016 Town Meeting:

"Shall the Town vote to raise and appropriate the sum of \$27,000 to replace the Building Department's 2005 Inspection Truck?"

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the Building Inspector's truck that is utilized for building inspections and code enforcement issues in Town. The current vehicle is a 2005 Ford F-150 with 88,952 miles that is showing signs of wear and tear. As the vehicle is also utilized to travel to Concord several times a month, its dependability is more and more in question. Approximately 10,000 miles put on annually. The Town would likely transfer the existing 2005 truck to the Town's Maintenance Department to be utilized around town for routine maintenance on various Town properties.] "

MS2. Cable Capital Reserve Fund

Project Type: On-Going

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Create a Capital Reserve for the Cable Department so that the cost of capital improvements for the Cable Department may be level funded. Make an initial deposit of \$70,000.



CIP Committee Recommendation(s):

- The CIP should include the creation of a capital reserve fund in 2016 and an initial deposit of \$70,000 in 2016. It should further show deposits of \$45,000 in 2017 through 2020.

- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to create a Cable Department Capital Reserve Fund to be used for the replacement and/or purchase of new equipment for the Cable Department and furthermore, shall the Town vote to raise and appropriate \$70,000 to be deposited in the Cable Department Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: The creation of this capital reserve fund will allow for level funding of the Cable Department capital improvements.]

MS3. Cable Department – Purchase, Maintenance & Repair 2016

MS3.1 Playback/Message Board Server

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Cable Department’s existing server was deployed in 2008. While this unit currently serves their basic needs, they are looking to eventually upgrade to a more modern product. The current solutions offered by TightRope Media Systems would provide for the following enhancements:

- ✓ Improved ease of use, through web-based console. This would allow the Cable Committee to easily post messages and update the playback schedule from remote locations. The user management features would allow us to designate access to these functions to emergency personnel, department heads, and their designees as needed.
- ✓ Enhanced schedule functions. The Tightrope solutions offer a day-to-day schedule, instead of a generic 7-day template. We would gain the ability to make scheduling decisions months ahead of time, and automatically rotate weekly/monthly episodes of our regular programs.
- ✓ Turn-key website content. Tightrope Servers generate automatic online program guides, which would be embedded on our website, as well as the Town’s website. Additionally, messages posted on Channels 17 and 23 would also be accessible online.
- ✓ Provide Increased Storage. Our current server regularly approaches its maximum storage capacity. The new server would allow us to maintain and occasionally replay more of our older programs.



The Cable Committee provided an initial estimated cost of \$26,075 that represents the retail cost of the equipment requested. This cost does not reflect an anticipated buy-back / upgrade discount, or the actual labor costs in the installation of this unit. The cost was re-estimated to be \$40,000 in 2014.

CIP Committee Recommendation(s):

- The CIP should include \$40,000 in the year 2016 for the replacement of the play back/message server.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$40,000 from the Town’s General Unexpended Fund Balance for the purchase of a playback/message server?”

Appropriation:	\$40,000
Withdrawal from the Unexpended Fund Balance:	- \$40,000

Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the current message server with newer technology and an enhanced set of features. Cable franchise fees have been collected and as required placed into the General Fund. They provide the source of the money to be withdrawn from the Unexpended Fund Balance.]

MS3.2. New Production Server for the Cable Studio

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Cable Department’s current NewTek server was originally deployed at the previous studio location in 2005. While this unit is currently serving their needs well, it is anticipated to be at or beyond end-of-life in a couple years. The server will not only be obsolete from a functionality standpoint, it will have seen a ten year life, which is substantial for any computer equipment. The Cable Committee is recommending that this unit be replaced with a new NewTek solution at an estimated cost of \$24,990 for the year 2016. The new unit would offer improved reliability, increased storage, and the ability to produce programming in high definition.



CIP Committee Recommendation(s):

- The CIP should include \$25,000 in the year 2016 for the purchase of the new production server.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate from the Town’s General Unexpended Fund Balance the sum of \$25,000 for the purchase of a production server?”

	Appropriation:	\$25,000
Withdrawal from the Unexpended Fund Balance:	-	\$25,000
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	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To replace the current message server with newer technology and an enhanced set of features.]

MS3.3 Library Facility Enhancements

2017

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Plaistow Access is in early discussions with PPL as to how to improve the quality of programming and ease of setup and use originating at the library facility. To achieve this, the Cable Department suggests that they pursue improvements that will allow for a more user-friendly system that will reduce setup time and still provide the ability to put out higher quality programs. This project would primarily address wiring needs, however they would also like to pursue the acquisition of dedicated equipment at this site. While the Cable Department is proposing to provide the funds for wiring and equipment associated with this project (currently estimated at \$15,000), they will be asking the Library to assist them in providing space and visual enhancements as needed.



CIP Committee Recommendation(s):

- The CIP should include \$15,000 in the year 2017 for the wiring and equipment necessary to broadcast from the library.

MS3.4 Remote Cable Expansion Capability

2017

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: Remote Broadcast Functionality. Currently, we only have the ability to broadcast live from Town Hall, and from Plaistow Public Library. While our broadcast

infrastructure is being upgraded at Town Hall in 2014, we still retain an analog/coax link from the Public Library. We would like to consider various options to provide a reliable digital/HD connection from various locations back to Town Hall. Considerations currently include:

- ✓ Replacing transmission equipment to send video digitally from PPL to Town Hall, using existing coax connection, if possible.
- ✓ Utilizing existing data connections from within various town facilities, including PPL, to transmit video back to Town Hall for broadcast.
- ✓ Equipment to transmit video from “any” location with an existing Internet connection, to Town Hall.
- ✓ Equipment to transmit video via cellphone/smartphone, to Town Hall, from anywhere with reliable cellular/data service.
- ✓ Estimated cost is \$7,500 but please note that this is a rapidly changing technology. Final estimate to be updated to reflect options being considered)

CIP Committee Recommendation(s):

- The CIP should include \$7,500 in the year 2017 for remote cable expansion capability.

MS3.5 Expansion of the Cable Studio in the Town Hall

2019

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: As the Town’s Cable Station and Programming continue to grow, additional space will be needed to accommodate the new equipment and programming needs. In addition, as the Cable Studio becomes more publically utilized, there will be a need to provide a secure office area --- separate from the common areas frequented by producers, volunteers, and visitors. To address this space need, the Cable Department is recommending that the appropriately identified remaining unfinished basement area be renovated and have estimated the cost to be \$20,000. This additional space would provide a clean and safe storage area for equipment and props.



CIP Committee Recommendation(s):

- The CIP should include a \$20,000 expense for this project in 2019.

MS3.6 HD Broadcast Equipment & 3rd Floor Production Equipment

2018

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: While recently upgraded to digital transmission equipment in 2014, it is anticipated that High Definition video will be expected by this time - if not already. (In 2014, there is substantial cost difference in providing an HD feed to the cable company – which is not yet supporting HD local origination from this area. Due to these factors, HD equipment was not purchased / deployed in 2014.)

CIP Committee Recommendation(s):

- The CIP should include an expense of \$30,000 in the year 2018 for HD Broadcast Equipment.

MS3.7 Town Hall Microphones

2020

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: A study will be undertaken to look at options for changing the microphones on the 2nd floor of the Town Hall.

CIP Committee Recommendation(s):

- The CIP should include an expense of \$10,000 in the year 2020 for possible microphone replacement.



MS3.8 Safety Complex Presence

2020

Project Type: One-Time

Master Plan Chapter Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: A study will be undertaken to look at options for providing cable services at the Safety Complex.

CIP Committee Recommendation(s):

- The CIP should include an expense of \$30,000 in the year 2020 for providing cable services at the Safety Complex.

MS4 Cemetery Maintenance & Repair

2014

Project Type:

Master Plan Reference:

Recommendation Number: TBD

Project Description:

No projects are proposed at this time.

MS5 Cell Tower Maintenance Capital Reserve Fund Deposit 2010 – 2016

Project Type: Multi-Year

Master Plan Reference:

Community Facilities Recommendation Number: TBD

Project Description: This capital reserve fund was established in 2010 to help level fund the expense of painting and maintenance of the cell tower.



CIP Committee Recommendation(s):

- Until the results of the \$150K Gasoline Remediation Ether Elimination (GREE) study is concluded, no further action is recommended.

MS6. Cell Tower Maintenance & Repair 2016

Project Type: One-Time

Master Plan Reference: Community Facilities

Community Facilities Recommendation Number: TBD

Project Description: The Town of Plaistow Cell Tower was originally constructed in 1967 as a water tower. The system served Process Engineering's automatic sprinkler system and the Town's fire protection system. A decision was made in 1999 to discontinue the tower's water service.

The Cell Tower has been inspected several times over the last few years (September of 2008; September 2010; Spring 2015). In general, the Tower is structurally sound and in good condition. However, the reports have highlighted specific concerns relative to the concrete foundations for the tower. According to the recent report from SFC Engineers, this work is necessary to extend the life of the tower and to allow for expansion of existing and new cell phone antenna.



The Town has taken recent steps to repair the Cell Tower. In 2010, the Town successfully established a "Cell Tower Maintenance Reserve Fund" in the amount to \$10,000 and added an additional \$10,000 to the fund at the 2012 Town Meeting.

The Town has been provided a "generalized" tank assessment report from Scott Kelley of Utility Services that contains their recommendations for renovating the cell tower tank using a best practices approach. This assessment was based on safety, security, structure and coatings. While not a complete tank inspection assessment report, the evaluation provided both exterior and interior evaluations of the tank. The presentation outlines the general condition of Plaistow's tank and a scope of effort to maintain the Tower over the short and long term.

Utility Service Company has estimated that the abatement and painting of the tower would cost an estimated \$288K. It is also recommended that the existing tower be retrofitted with a “corral” at the top of the tower to better support any existing or future cell arrays. The estimate cost associated for a welded array was roughly \$114,000. These proposed estimates do not include the removal of the existing arrays that would have to be removed and relocated to a temporary tower.

In summary, the overall cost associated with the tower abatement, re-painting, and corral retro-fit was estimated at \$406,091. In addition, Utility Service Company has provided an estimate for a replacement tank of roughly \$600K. This would allow for the same design and size with coatings and simple spread footings on good soil. This does not include any site work, engineering services, piping, electrical, etc. that would be associated with a new tank erection.

CIP Committee Recommendation(s):

- The CIP should include \$407,000 in the year 2015 for the maintenance of the cell tower.
- The following warrant article should not be presented for the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$407,000 to perform the needed maintenance on the cell tower and further to withdraw \$407,000 from the Cell Tower Capital Reserve Fund? *Note:* This warrant article shall be null and void if Article P-15-xx (Reserve Fund Deposit) does not pass.”

	Appropriation:	\$407,000
Withdrawal from the Cell Tower Capital Reserve Fund:		- \$407,000
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Amount to be raised by taxation:		\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To perform the needed maintenance on the cell tower.]

8.8 CONSERVATION AND RECREATION



CR1. Conservation 36-A Fund Deposit 2016 – 2021

Project Type: On-Going

Master Plan Reference: Open Space & Recreation

Open Space & Recreation Recommendation Number: TBD

Project Description: The Conservation Commission currently deposits \$10,000 per year into the RSA 36:A Conservation Fund. This fund also receives current use tax penalties. The Conservation Commission intends to purchase land, easements, and/or other land rights to preserve the natural environment.



CIP Committee Recommendation(s):

- The CIP should include \$10,000 be deposited into the Conservation fund for the years 2015 through 2020.
- The following warrant article should be prepared for the 2015 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$10,000 to deposit into the RSA 36-A Conservation Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To add to the amount in the Conservation fund that may be used to purchase land, easements, or other land rights to preserve the natural environment. Note: Funds may be withdrawn from the Conservation Fund by a majority vote of the Conservation Commission and the Board of Selectmen.]

CR2. Renewable Energy Capital Reserve Fund 2016 – 2021

Project Type: On-Going

Master Plan Reference: Open Space & Recreation

Open Space & Recreation Recommendation Number: TBD

Project Description: This project proposes to create a capital reserve account to fund renewable energy projects. The proposal also includes an initial deposit of \$10,000.



CIP Committee Recommendation(s):

- The CIP should show the creation of the capital reserve fund with an initial deposit of \$10,000 in 2016 and deposits of the same amount in the years 2017 through 2021.

- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to create a capital reserve fund for the purpose of funding renewable energy projects and further raise and appropriate the sum of \$10,000 to make an initial deposit into this fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To provide a fund that can help to finance renewable energy projects.]

CR3. Trails Capital Reserve Fund

2016 – 2021

Project Type: On-Going

Master Plan Reference: Open Space & Recreation

Open Space & Recreation Recommendation Number: TBD

Project Description: This project proposes to create a capital reserve account to fund trail projects. The proposal also includes an initial deposit of \$10,000.



CIP Committee Recommendation(s):

- The CIP should show the creation of the capital reserve fund with an initial deposit of \$10,000 in 2016 and deposits of the same amount in the years 2017 through 2021.
- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to create a capital reserve fund for the purpose of funding trail creation and maintenance projects and further to raise and appropriate \$10,000 to make an initial deposit into this fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To create a fund that can be used to create and maintain trails.]

CR4. Recreation Plan Capital Reserve Fund Deposit

2016 – 2021

Project Type: On-Going

Master Plan Reference: Open Space & Recreation

Open Space & Recreation Recommendation Number: TBD

Project Description: This project deposits \$50,000 each year into the Recreation Capital Reserve Fund.



CIP Committee Recommendation(s):

- The CIP should show a deposit of \$50,000 for each year, 2016 through 2021.
- The following warrant article should be presented at the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$50,000 to deposit into the Recreation Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and Budget Committee (0-0-0). This funding is included in the 2016-2021 Capital Improvement Program as approved by the Planning Board.)

[Intent: In 2012, the Recreation Commission completed a rewrite of the Recreation Chapter of the Plaistow Master Plan. The Recreation Department also developed a Strategic Recreation Plan that includes a list of the recreation projects that the Town should pursue in order to meet all of its recreational needs. Establishing this Recreation Fund will allow the Town to stabilize year-to-year variations in capital outlays for the various recreation projects and reduce or eliminate interest payments by having the cash on hand. Overall, this will facilitate the implementation of the Master Plan through the scheduling of proposed projects over a period of time in order to allow the Town to attain the goal of implementing the needed projects in order to meet the recreation needs of the residents of Plaistow.]

CR5. Expenses per Strategic Plan

Project Type: On-Going

Master Plan Reference: Open Space & Recreation

Open Space & Recreation Recommendation Number: TBD



Project Description: In 2012, the Recreation Commission completed a rewrite of the Town of Plaistow Master Plan’s Recreation Chapter. Along with this effort, the Plaistow First Committee has made numerous recommendations to the Board of Selectmen regarding Town owned properties and the possible future use of them for recreational facilities and/or services. Utilizing these recent efforts, the Recreation Department has developed a Strategic Recreation Plan that includes recreation projects that the Town should pursue in order to meet all of its recreational needs. The projects included in the Recreation Strategic Plan are in addition to what is currently offered.

CIP Committee Recommendation(s):

- To meet this need, the CIP Committee recommends the projects listed for 2016 in the Strategic Plan be included in the CIP.
- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$64,000 and to withdraw this amount from the Recreation Plan Capital Reserve Fund?”

	Appropriation:	\$64,000
Withdrawal from the Recreation Plan Capital Reserve	Fund:	- \$64,000
-----		-----
	Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to enhance recreational opportunities as included in the Town’s Recreation Plan: adult fitness park, community gardens, neighborhood parks, and additional volleyball and bocce courts.]

8.9

TRANSPORTATION INFRASTRUCTURE



T1. Transportation Infrastructure Capital Reserve Fund 2016 – 2021

Project Type: On-Going

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: The Town has many transportation infrastructure projects that need to be given attention. Some of these projects have been mentioned in the Main St Calming Study and the Village Center PlanNH Design Charette. Other projects have been mentioned in the Hazard Mitigation Plan. The purpose of the capital reserve fund for transportation infrastructure projects is to fully fund or partially fund, by way of supplying matching funds for state and federal fund sources, all transportation infrastructure projects.



CIP Committee Recommendation(s):

- The CIP Committee recommends establishing a Transportation Infrastructure Capital Reserve Fund and to include an initial deposit \$50,000. Additional deposits to the Transportation Infrastructure Capital Reserve Fund should also be made in each of the years 2016-2021.
- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to establish a Transportation Infrastructure Capital Reserve Fund for the level funding of transportation infrastructure projects including Preliminary Engineering expenses, Right-of-Way expenses, construction expenses, sources for matching state and federal funds, and conceptual design expenses and further vote to raise and appropriate the sum of \$50,00 to be deposited into the Transportation Infrastructure Capital Reserve Fund?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To continue to set aside money for the improvements to transportation infrastructure. This money can only be spent by a vote at town Meeting. Reserve funds are invested in an interest bearing account.]

T2. Hazard Mitigation Plan Projects

2016 – 2021

T2.1 Pollard Road Drainage Improvements and Realignment

Project Type: Multi-Year

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: The Town has a "Hazard Mitigation Plan" that serves as a strategic planning tool for use by the Town of Plaistow in its efforts to identify and mitigate the future impacts of natural and/or man-made hazard events. The hazards that can be mitigated by improving the highway infrastructure are included in the Transportation Infrastructure section of the CIP. To mitigate the flooding that occurs during major rain events, this project will replace the current culverts with larger culverts to prevent flooding. Additionally, in order to improve safety and sight distance, Pollard Road should be slightly straightened and realigned at the intersection of Pollard and Harriman Roads. Sidewalks will be constructed on all new road segments. The “Pollard Road Drainage Improvements and Realignment Project” has been broken out by task and funding for the various phases is as follows:



- ✓ Conceptual Plan/Cost Estimate - \$20,000 in the year 2016.
- ✓ Preliminary Engineering - \$30,000 in the year TBD.

- ✓ Right-of-Way Acquisition and Utility Work - \$20,000 in the year TBD.
- ✓ Construction - \$1,150,000 in the year TBD.

CIP Committee Recommendation(s):

- The CIP should include expenses of \$20,000 in the year 2016, to complete a conceptual design and cost estimate.
- The following warrant article should be prepared for the 2016 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$20,000 a conceptual design and project cost estimate for the Pollard Road drainage and realignment project and further to withdraw \$20,000 from the Transportation Infrastructure Capital Reserve Fund? Note this warrant article shall be null and void if Article P-15-xx (Reserve Fund Deposit) does not pass.”

Appropriation:	\$20,000
Withdrawal from the Transportation Infrastructure Capital Reserve Fund:	- \$20,000
-----	-----
Amount to be raised by taxation:	\$0

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To fund the conceptual design and project cost estimates for the Pollard Road drainage and realignment project.]

**T3. Surface and Drainage Routine Maintenance
2016 - 2021**

T3.1. Drainage Projects

Project Type: On-Going

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: The Highway Supervisor has been striving to accomplish annual improvements and has completed approximately fifteen drainage improvements projects since he became the Supervisor in 1996. This work is critical because it is important that the storm water be removed from the roads to prevent damage and premature deterioration. This project should be included as a separate project until the backlog of drainage projects has been eliminated. From that point forward, the drainage work will be included as part of the Road Surface



Management System projects.

CIP Committee Recommendation(s):

- The CIP should include \$60,000 in all years 2016 through 2021 for drainage projects.
- The Highway Department Budget presented at the 2016 Town Meeting should include \$60,000 for drainage projects.

T3.2. Road Surface Management System Projects

Project Type: On-Going

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: Plaistow’s Road Surface Management System (RSMS) Plan is based upon all roads having been “scored” based on various criteria, with each score leading to a rehabilitation method and cost. The system allocates a budgeted amount across all roads and conditions in order to maximize the investment. Further, consideration is given to both level of service of the road and proximity to other roads in need of improvement.



The Town of Plaistow recently updated the Road Surface Management System (RSMS) database to reflect current pavement conditions and on-going utility projects.

CIP Committee Recommendation(s):

- The CIP should include \$225,000 in each year from 2016 through 2021 for RSMS projects.
- The Highway Department’s budget presented at the 2016 Town Meeting should include \$225,000 for RSMS projects.

T4. Special Projects

2016 – 2021

T4.1. Westville Road Bridge Replacement (Design Engineering and Construction Phases)

Project Type: Multi-Year

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: This bridge is located on a sharp curve on a roadway that serves significant east/west traffic in the Town of Plaistow. The replacement of the bridge (NHDOT Bridge #122/072), which carries Westville Road over the Little River, is eligible for State Bridge Aid. To the extent possible, the sharp curves on both sides of the bridge will be



straightened. In 2012, a warrant article passed allocating \$85,000 for the preliminary feasibility study phase for the Westville Road Bridge replacement. Of this total, \$68,000 (80%) of the actual cost is to be reimbursed through the NHDOT Municipal Bridge Aid Program, and \$17,000 (20%) will be funded (matched) by the Town.

The projected date of construction is State Fiscal Year 2018 (which begins July 1, 2017) for a total of \$900,000. Based upon a recommendation by the Town Manager, the CIP Committee has added \$100,000 to this total for the purpose of incorporating sidewalks on the bridge itself and on parts of Westville Road extending from the bridge. A total cost is estimated at \$1,000,000 with the State Bridge Aid percentage (80%) totaling \$800,000, and the Town share totaling \$200,000.

CIP Committee Recommendation(s):

- The CIP should include \$140,000 in the CIP in the year 2015 for the Design Engineering Phase Study and \$1,000,000 should be included in the CIP in the year 2017 for the replacement/construction work. 2017 should also show matching State Bridge Aid funds for 80% of the project cost.
- The following warrant article was prepared for the 2015 Town Meeting:

“Shall the Town vote to raise and appropriate the sum of \$140,000 for the Design Engineering Phase Study for the replacement of the Westville Road Bridge?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To allow the Town to appropriate the money needed to hire a consultant to complete the required Design Engineering Phase Study for the replacement of the Westville Road Bridge.]

The warrant article passed.

T4.2. Main & Pine Streets Intersection Improvements

Project Type: Multi-Year

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: To do a conceptual design and preliminary engineering at the intersection of Main Street and East and West Pine Streets. The final conceptual design must have the support of the Plaistow Board of Selectmen, the Plaistow Highway Safety Committee, and the NH Department of Transportation. This project is one of many outlined in the Main Street Calming Study.

CIP Committee Recommendation(s):

- The CIP should include \$30,000 in the year 2016 for the conceptual design and preliminary engineering of this intersection improvement project.

- The following warrant article should be prepared for the 2016 Town Meeting:
“Shall the Town vote to raise and appropriate the sum of \$30,000 for the conceptual design and preliminary engineering for this intersection improvement?”

(Recommended by the Board of Selectmen (0-0-0) and the Budget Committee (0-0-0). This expense is in the Capital Improvement Program as approved by the Planning Board.)

[Intent: To allow the Town to appropriate the money needed to hire a consultant to complete the required conceptual design and preliminary engineering for this intersection improvement.]

T4.3. Sidewalks/Traffic Calming Improvements Along Main Street Between Pollard

Road to the Railroad Tracks.

Project Type: Multi-Year

Master Plan Reference: Transportation

Transportation Recommendation Number: TBD

Project Description: The purpose/goal of this project is to significantly improve pedestrian, bicycle and vehicle safety along Main Street in the Village Center District. This area is highly travelled by children, adults, older adults and individuals with disabilities to access Town Hall, school buildings, business and residences for daily needs or to improve their quality of life along a safer transportation corridor that meets the needs of all users.

To accomplish this project, the Town of Plaistow applied for NHDOT’s Transportation Alternatives Program (TAP) funding in September of 2014. The objectives of the Town’s TAP grant project were:

- 1) To create a clearly delineated area of public right-of-way for walking and bicycling users that will provide physical and visual separation from motor vehicles;
- 2) To utilize traffic calming techniques to change driver expectations in efforts to reduce vehicle speeds to allow for safer pedestrian, bicycle and vehicular traffic operations along Main Street in the Village Center District, and;
- 3) To implement traffic calming measures to redirect heavy vehicles to utilize NH Route 125 where possible. This project will also continue numerous transportation enhancement and SRTS projects that with the Department, the Town of Plaistow has constructed over the past 25 years to improve the pedestrian and bicycle safety along not only Main Street, but the roads which connect to Main Street in the Village Center District.
- 4) To implement a “Complete Streets” program designed and operated to enable safe access for all users, so that pedestrians, bicyclists, motorists, and public transportation

users of all ages and abilities are able to safely move along and across the RT 121A/Main Street corridor.

The Town of Plaistow's TAP application is for the planning, engineering and construction of sidewalks along the east and west sides of Main Street south from the railroad crossing to Park Avenue (960 linear feet), and sidewalks along the east side of Main Street from Davis Park south to Pollard Road (1,950 linear feet). A total of 2,910 linear feet of new sidewalks will be constructed. The project will also include improved crosswalk configurations at three locations with curb extensions; the intersections of Park Avenue, Westville Road and Bittersweet Road with Main Street.

CIP Committee Recommendation(s):

- The CIP should include \$800,000 in the year 2018 for this project in anticipation of the Town's TAP application being successfully selected.

(END OF PROJECT DESCRIPTIONS)

9. Capital Reserve Fund/Other Funds Cash Flow Analysis

Each year the CIP Committee undertakes an analysis of various funds to make sure the fund will have sufficient money to meet the needs of the particular fund.

9.1 Highway Department Capital Reserve Fund

In 2015, two important changes were made to the Highway Department vehicle replacement schedule. The first was a reduction in the life cycle of the 6-wheel International dump trucks from 9 years to 7 years. A new piece of equipment, a wood chipper, was added to the replacement schedule - \$40,000 in 2019. These two changes resulted in an increase of the amount that should be deposited in the capital reserve fund from \$73,000 to \$94,000. Because this is such a large increase, the CIP Committee decided to increase the deposit amount to \$80,000. The remaining \$14,000 deficit will be made up in future years.

9.2 Fire Department Apparatus Capital Reserve Fund

There were no changes to the life cycle or cost of the Fire Department vehicles, therefore the current capital reserve deposit of \$105,000 is still adequate.

9.3 Fire Department SCBA, SCBA Tanks, and High Temperature Face Mask Capital Reserve Fund

This fund was established to deposit money over a 6-year interval. The Fire Chief has not indicated that there are any cost increases in the equipment; therefore the annual deposit of \$33,400 is still adequate.

9.4 Police Department Communication Radio Dispatch Capital Reserve Fund

This fund was established to deposit money over a 5-year period. The Police Chief has not indicated that there are any cost increases in the dispatch equipment; therefore the scheduled deposits are still adequate.

9.5 Water Department Pump & Pump House Capital Reserve Fund

This fund was established to deposit money over a 5-year period. Recent studies have shown a considerable increase in the cost of the pump (on-line pump and a backup) and the pump house. Originally scheduled to be constructed in 2016, the construction will be delayed 1 year, The same annual amount of \$70,000 will be deposited in 2016, the 6th year of deposits.

9.6 Building Systems Repair and Maintenance Capital Reserve Fund

This fund was established to provide a fund that could be used for emergency repairs to town buildings. When it was created the total amount of the fund was capped at \$20,000. Each year the balance of the fund is looked at and a warrant article is prepared to bring the fund up to the \$20,000 cap.

9.7 Recreation Capital Reserve Fund

This fund was created to level fund the capital expenditures required to implement the Recreation Commission's Strategic Plan. This is a fairly new fund and the deposit request of \$50,000 has been adequate to date.

9.8 Other Funds

There are many other funds where the CIP Committee only looks at the previous year-end balance. These funds typically do not have planned expenditures so no analysis is necessary. Also no analysis is done on the capital reserve funds that are created in any given year.

10. Capital Reserve Fund Creation Language

This section of the CIP is included so that the CIP Committee can easily review the language that created a capital reserve fund to see if a new expenditure would qualify as one that the capital reserve fund withdrawal.

Article 98-9: Shall the Town vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of fire department apparatus vehicle(s) and to raise and appropriate the sum of \$25,000 to be placed in this fund?

Article P-[02]-10: Shall the Town vote to establish a Capital Reserve Account (Pursuant to RSA Chapter 35) for engineering and construction of water lines, hydrants, pump stations, and related equipment and expenses to provide water to the Town fire suppression and

name the Board of Selectmen as the agent to expend without further action of Town Meeting and to vote to raise and appropriate the sum of \$109,750 to the Capital Reserve Account in the first year? Note the notation “[02]” did not appear in the 2002 Town Warrant; it was listed as **P-10**.

Article P-06-24: To see if the Town will vote to establish an Expendable Trust Fund for under the provisions of RSA 31:19-a for Purchase of Highway Equipment, and further to raise and appropriate the sum of \$59,000 for deposit into this fund? Note the notation “[06]” did not appear in the 2006 Town Warrant; it was listed as **P-24**.

Article P-09-07: To see if the Town will vote to create a revolving fund pursuant to RSA 31:95h, for the purpose of future purpose of a new or replacement Rescue Ambulance Vehicle and/or medical equipment and to designate the Board of Selectmen as the Agents of the fund. Funds received for transporting patients using the Town’s rescue vehicle will be placed in this fund

Article P-10-E: Shall the Town vote to establish a Cell Tower Maintenance Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of maintenance of the former water tower and to raise and appropriate \$10,000 for said fund? The Board of Selectmen will be the agents to spend out of this reserve fund.

Article P-11-09: Shall the Town vote to establish a Fire Suppression Pump and Pump House Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of replacing the Fire Protection Systems Pumps and the Pump House they are contained in and to raise and appropriate \$70,000 for said fund?

Article P-11-19: Shall the Town vote to establish a Land and/or Buildings Acquisition Capital Reserve Fund under the provisions of RSA 35:1 and that the income from the disposition of any Town-owned land (not already designated as conservation land or cemetery properties) and/or buildings is deposited into this fund? Expenditures from this fund will require a vote by the Board of Selectmen.

Article P-14-04: Shall the Town vote to establish a Recreation Plan Capital Reserve Fund and raise and appropriate the sum of \$50,000 to deposit into this fund for the purpose of setting aside money for the completion of various recreation projects including the Towns Strategic Recreation Plan. Completion of the projects listed in the Strategic Recreation Plan will allow the Town to meet all of its recreational needs. This capital reserve fund is being established pursuant to RSA 35:1.

Article P-14-12: Shall the Town vote to establish a Communications Radio Dispatching System Capital Reserve Account for the Replacement of the Communications Radio Dispatching System and ancillary systems at the Public Safety Complex and to raise and appropriate the sum of \$25,000, that exact amount to be withdrawn from the Unexpended Fund Balance, to be placed into this account? The Board of Selectmen will be the agents authorized to expend these funds. This Capital Reserve Account is being created pursuant to RSA 35:1.

11.

APPENDIX A

**CIP DEPARTMENTAL
REQUEST FORM**

CIP REQUEST FORM

Department Name: _____

Person Making Request: _____

Date: _____

Master Plan Reference: _____

Nature of Request (Check One):

One Time Multi-year Recurring

Nature of Request (Check One):

New Request Modified Request

Year Capital Requested (One Time Request): _____

1ST Year Capital Requested (Recurring Request): _____

Years Capital Requested (Multi-year Request):

Year	Amount Requested	Year	Amount Requested
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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Priority (Check One): High Medium Low

Consequence of not making or delaying the capital purchase in the year(s) requested:

Project Description (Include multi-year rationale if appropriate):

If the Capital Item being requested is associated with a capital reserve account, are the life cycle and cost information correct? (Yes/No) _____ Corrected values:

Are there any studies or reports that will help support the need for this request (yes/no)? _____

If yes, what are the studies/reports and where can they be found? _____

12.

**APPENDIX B
CIP FINANCIAL SUMMARY
SPREADSHEET**

Highway Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
H1: Capital Reserve Fund Deposit	11	\$73.0	\$73.0	Warrant	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0
H2: Replace Highway Department Vehicle(s)	11-16	\$160.0	\$160.0	Warrant	\$120.0	\$0.0	\$0.0	\$270.0	\$50.0	\$10.0
Expenses Subtotal	N/A	\$233.0	\$233.0	N/A	\$200.0	\$80.0	\$80.0	\$350.0	\$130.0	\$90.0
Fund Withdrawals										
Capital Reserve Fund	N/A	\$160.0	\$160.0	N/A	\$117.1	\$0.0	\$0.0	\$270.0	\$50.0	\$10.0
Impact Fee - New Road	N/A	\$0.0	\$0.0	N/A	\$2.9	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Fund Withdrawals Subtotal	N/A	\$160.0	\$160.0	N/A	\$120.0	\$0.0	\$0.0	\$270.0	\$50.0	\$10.0
Grants/Revenues										
Sale/Trade-In Value of Vehicles	N/A	\$10.0	\$10.0	N/A	\$16.0	\$0.0	\$0.0	\$27.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$10.0	\$10.0	N/A	\$16.0	\$0.0	\$0.0	\$27.0	\$0.0	\$0.0
Highway Department Net Expenses	N/A	\$63.0	\$63.0	N/A	\$64.0	\$80.0	\$80.0	\$53.0	\$80.0	\$80.0

Fire Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
F1: Capital Reserve Fund Deposit - Fire Equipment/Apparatus	18	\$105.0	\$105.0	Warrant	\$105.0	\$105.0	\$105.0	\$105.0	\$105.0	\$105.0
F2: Capital Reserve Fund Deposit - SCBA, SCBA Tanks, and High Temperature Face Masks	18	\$33.4	\$33.4	Warrant	\$33.4	\$33.4	\$33.4	\$33.4	\$33.4	\$0.0
F3: Replace Fire Department Vehicles	19-22	\$0.0	\$0.0	N/A	\$150.0	\$0.0	\$400.0	\$50.0	\$0.0	\$350.0
F4: Replace Fire Department Equipment & Apparatus	22-24	\$36.7	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0
Expenses Subtotal	N/A	\$175.1	\$138.4	N/A	\$288.4	\$138.4	\$538.4	\$188.4	\$338.4	\$455.0
Account Withdrawals										
Capital Reserve - Fire Department Vehicles	N/A	\$0.0	\$0.0	N/A	\$150.0	\$0.0	\$400.0	\$50.0	\$0.0	\$350.0
Public Safety Impact Fee - Apparatus	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Rescue Vehicles/Medical Equipment	N/A	\$18.0	\$0.0	N/A	\$18.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve - SCBA, Tanks, Masks	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$200.0	\$0.0
Account Withdrawals Subtotal	N/A	\$18.0	\$0.0	N/A	\$168.0	\$0.0	\$400.0	\$50.0	\$200.0	\$350.0
Grants/Revenues										
Sale/Trade-In Value of Vehicles	N/A	\$0.0	\$0.0	N/A	\$10.0	\$0.0	\$10.0	\$10.0	\$0.0	\$10.0
Grants/Revenues Subtotal	N/A	\$0.0	\$0.0	N/A	\$10.0	\$0.0	\$10.0	\$10.0	\$0.0	\$10.0
Fire Department Net Expenses	N/A	\$157.1	\$138.4	N/A	\$110.4	\$138.4	\$128.4	\$128.4	\$138.4	\$95.0

Police Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
P1: Create Capital Reserve Account for Replacement of Unmarked Police Vehicles (Including ACO Vehicle) and make initial deposit of \$22,000	26	\$25.0	\$0.0	Warrant	\$22.0	\$22.0	\$22.0	\$22.0	\$22.0	\$22.0
P2: Capital Reserve Account Deposit for Replacement of Communications Radio Dispatch System	27	\$50.0	\$50.0	Warrant	\$40.0	\$40.0	\$45.0	\$10.0	\$10.0	\$10.0
P3: Replacement of Cruiser/Related Equipment	27	\$64.5	\$64.5	Budget	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0	\$67.0
P4: Communication Systems	28-29	\$0.0	\$0.0	Warrant/Budget	\$10.0	\$87.0	\$200.0	\$0.0	\$0.0	\$0.0
P5: Hardware & Software Systems	29-31	\$61.0	\$26.0	Budget	\$56.0	\$55.0	\$20.0	\$20.0	\$120.0	\$20.0
Expenses Subtotal	N/A	\$200.5	\$140.5	N/A	\$195.0	\$271.0	\$354.0	\$119.0	\$219.0	\$119.0
Account Withdrawals										
Capital Reserve - Radio Communication System	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0	\$0.0
Capital Reserve - Unmarked police vehicles	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$200.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
Sale/Trade-In Value of Vehicles	N/A	\$8.6	\$8.6	N/A	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0
Grants/Revenues Subtotal	N/A	\$8.6	\$8.6	N/A	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0	\$6.0
POLICE DEPARTMENT NET EXPENSES	N/A	\$191.9	\$131.9	N/A	\$189.0	\$265.0	\$148.0	\$113.0	\$213.0	\$113.0

Emergency Management Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
E1: Create Emergency Management Capital Reserve Fund & make an initial deposit	33	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
E2: Emergency Management Projects	33-35	\$115.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$195.0
Expenses Subtotal	N/A	\$115.0	\$100.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$205.0
Account Withdrawals										
Emergency Management Capital Reserve	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$60.0
Account Withdrawals Subtotal	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$60.0
Grants/Revenues										
Emergency Management Planning Grant	N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Homeland Security Grant	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Emergency Management Department Net Expenses	N/A	\$15.0	\$0.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$145.0

Water Department	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
W1: Capital Reserve Fund Deposit - Fire Suppression Water Line	37	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
W2: Capital Reserve Account Deposit - Pump & Pump House Replacement	37	\$70.0	\$125.0	Warrant	\$70.0	\$70.0	\$0.0	\$0.0	\$0.0	\$0.0
W3: Fire Suppression Line Installation & Maintenance	38-39	\$0.0	\$0.0	N/A	\$0.0	\$400.0	\$172.0	\$0.0	\$0.0	\$0.0
W4: Water Department Buildings & Equipment	39-40	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
W5: Evaluate Water/Wastewater Study	40-41	\$0.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal	N/A	\$70.0	\$245.0	N/A	\$70.0	\$890.0	\$172.0	\$0.0	\$0.0	\$0.0
Account Withdrawals										
Fire Suppression Water Line Capital Reserve Account	N/A	\$0.0	\$0.0	N/A	\$0.0	\$58.8	\$0.0	\$0.0	\$0.0	\$0.0
Pump & Pump House Capital Reserve Fund	N/A	\$0.0	\$0.0	N/A	\$0.0	\$420.0	\$0.0	\$0.0	\$0.0	\$0.0
Water Line Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$11.2	\$0.0	\$0.0	\$0.0	\$0.0
Water User Fee (RSA 38:27)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$330.0	\$172.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$0.0	\$0.0	N/A	\$0.0	\$820.0	\$172.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
GREE Fund Grant	N/A	\$0.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Sale/Trade-In Value of Vehicles	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$0.0	\$120.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
WATER DEPARTMENT NET EXPENSES	N/A	\$70.0	\$125.0	N/A	\$70.0	\$70.0	\$0.0	\$0.0	\$0.0	\$0.0

Municipal Buildings	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
MB1: Capital Reserve Fund Deposit - Building Systems Repairs and Maintenance	43	\$10.0	\$6.2	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
MB2: Capital Reserve Fund Deposit - Acquisition of Land and/or Buildings Fund	43	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB3: Create Capital Reserve Fund - Buildings/Land	44	\$0.0	\$0.0	Warrant	\$25.0	\$25.0	\$25.0	\$25.0	\$25.0	\$25.0
MB4: Public Safety Complex- Expansion Bond & Debt Service	44-46	\$11,000	\$0.0	Warrant	\$11,000	\$962.0	\$901.0	\$883.0	\$864.0	\$846.0
MB5: Public Safety Complex - Maintenance & Repair	46	\$15.0	\$15.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB6: Library - Create a Capital Reserve Account for Repair, Maintenance, and Renovation. Make an initial deposit of \$100,000.	46	\$0.0	\$0.0	N/A	\$100.0	\$70.0	\$68.0	\$68.0	\$68.0	\$68.0
MB7: Library - Maintenance & Repair	47-52	\$0.0	\$42.3	N/A	\$109.0	\$46.5	\$113.5	\$44.3	\$110.0	\$0.0
MB8: Highway Garage/Salt Shed - Bond & Debt Service	52-53	\$986	\$986	N/A	\$986	\$99.5	\$99.5	\$99.5	\$99.5	\$99.5
MB9: Courthouse - Maintenance & Repair	53	\$6.0	\$0.0	N/A	\$6.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB10: Historical Society - Maintenance & Repair	54	\$0.0	\$0.0	N/A	\$10.0	\$30.0	\$0.0	\$0.0	\$0.0	\$0.0
MB11: Town Hall - Maintenance & Repair	54	\$25.0	\$0.0	N/A	\$25.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB12: Recreation Buildings - P.A.R.C.	55	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MB13: Recreation Buildings - Ingalls Terrace	55	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$40.0	\$0.0	\$0.0	\$0.0
MB14: Recreation Buildings - Community Center (Beede Site)	55-56	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$1,500.0
Expenses Subtotal	N/A	\$56.0	\$63.5	N/A	\$285.0	\$1,243.0	\$1,257.0	\$1,129.8	\$1,176.5	\$2,548.5

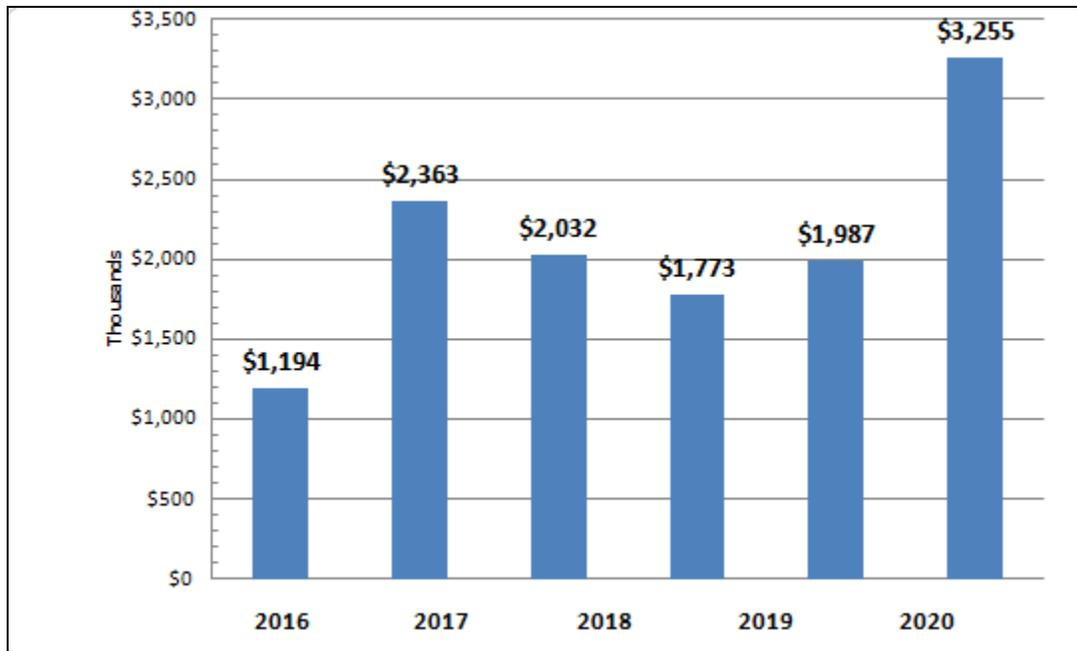
Municipal Buildings	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Account Withdrawals										
Fire Department Portion of Public Safety Complex Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance (Safety Complex Roof Top unit)	N/A	\$15.0	\$15.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Police Department Portion of Public Safety Complex Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Building Systems Repair and Maintenance Capital Reserve Account	N/A	\$0.0	\$0.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
Acquisition of Land and/or Buildings Fund Account	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Building Repairs, Construction, and Maintenance and Land Acquisition	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Library Funds (Fees, Fines, Donations)	N/A	\$0.0	\$0.0	N/A	\$10.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$15.0	\$15.0	N/A	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
Grants/Revenues										
None	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MUNICIPAL BUILDINGS NET EXPENSES	N/A	\$41.0	\$48.5	N/A	\$275.0	\$1,233.0	\$1,247.0	\$1,119.8	\$1,166.5	\$2,538.5

Municipal Services	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
MS1: Building Department Expenses	58	\$27.0	\$0.0	Warrant	\$27.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS2: Create Cable Department Equipment Capital Reserve Fund. Make an initial deposit of \$70,000.	58	\$0.0	\$0.0	Warrant	\$70.0	\$45.0	\$45.0	\$45.0	\$45.0	\$0.0
MS3: Cable Department - Purchase, Maintenance & Repair	59-63	\$40.0	\$0.0	Warrant	\$65.0	\$22.5	\$30.0	\$20.0	\$50.0	\$0.0
MS4: Cemetery - Maintenance & Repair	63	\$0.0	\$0.0	Warrant	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MS5: Capital Reserve Fund Deposit - Cell Tower Maintenance	64	\$125.0	\$0.0	N/A	\$0.0	\$15.0	\$0.0	\$0.0	\$0.0	\$0.0
MS6: Cell Tower - Maintenance & Repair	64-65	\$407.0	\$0.0	N/A	\$125.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal	N/A	\$599.0	\$0.0	N/A	\$287.0	\$489.5	\$75.0	\$65.0	\$95.0	\$0.0
Account Withdrawals										
Cell Tower Maintenance Capital Reserve Account	N/A	\$407.0	\$0.0	N/A	\$0.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
P.E.G. Fund (Indirectly through the General Fund)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance	N/A	\$0.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$407.0	\$0.0	N/A	\$40.0	\$407.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
Sale/Trade-In Value of Vehicles	N/A	\$5.0	\$0.0	N/A	\$5.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$5.0	\$0.0	N/A	\$5.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
MUNICIPAL SERVICES NET EXPENSES		\$187.0	\$0.0	N/A	\$242.0	\$82.5	\$75.0	\$65.0	\$95.0	\$0.0

Conservation and Recreation	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
CR1: Conservation - Conservation 36-A Fund Deposit	67	\$10.0	\$10.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR2: Conservation - Create a renewable energy capital reserve fund. Make an initial deposit of \$10,000 into this fund.	67	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR3: Conservation - Create a trail creation and maintenance capital reserve fund. Make an initial deposit of \$10,000 into this fund.	68	\$0.0	\$0.0	Warrant	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0	\$10.0
CR4: Recreation - Capital Reserve Fund Deposit	68	\$50.0	\$50.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
CR5: Recreation - Expenses per Strategic Plan	69	\$0.0	\$15.0	Warrant	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
Expenses Subtotal	N/A	\$60.0	\$75.0	N/A	\$144.0	\$130.0	\$127.0	\$132.0	\$130.0	\$130.0
Account Withdrawals										
Conservation 36-A Fund	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Forestry Fund	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Renewable Energy	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Trails	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Capital Reserve Fund - Recreation Plan	N/A	\$0.0	\$0.0	N/A	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
Recreation Impact Fee	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$0.0	\$0.0	N/A	\$64.0	\$50.0	\$47.0	\$52.0	\$50.0	\$50.0
Grants/Revenues										
Trail Grant (50% Local Match Req'd)	N/A	\$0.0	\$0.0	N/A	\$50.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$0.0	\$0.0	N/A	\$50.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Conservation and Recreation Net Expenses	N/A	\$60.0	\$75.0	N/A	\$30.0	\$80.0	\$80.0	\$80.0	\$80.0	\$80.0

Transportation Infrastructure	CIP Text Page Number	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Expenses										
T1: Create a Capital Reserve Fund for Transportation Infrastructure projects. Make an initial deposit of \$50,000.	72	\$282.0	\$0.0	Warrant	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0	\$50.0
T2: Hazard Mitigation Plan Projects	72-73	\$10.0	\$0.0	Warrant	\$20.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
T3: Transportation - Surface & Drainage Routine Maintenance	74	\$285.0	\$285.0	Budget	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0	\$285.0
T4: Transportation - Special Projects	75-77	\$508.0	\$478.0	Warrant	\$20.0	\$1,000.0	\$800.0	\$0.0	\$0.0	\$0.0
Expenses Subtotal	N/A	\$1,085.0	\$763.0	N/A	\$375.0	\$1,335.0	\$1,135.0	\$335.0	\$335.0	\$335.0
Account Withdrawals										
Capital Reserve Fund - Transportation Infrastructure Projects	N/A	\$10.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Account Withdrawals Subtotal	N/A	\$10.0	\$0.0	N/A	\$40.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Grants/Revenues										
State Highway Block Grant	N/A	\$130.1	\$131.1	N/A	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1	\$131.1
Safe Routes to School (SRTS) Grant	N/A	\$238.0	\$238.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Unexpended Fund Balance (Prior BOS commitment)	N/A	\$100.0	\$100.0	N/A	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Federal/State Bridge Aid (80% for Westville Road Bridge)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$800.0	\$0.0	\$0.0	\$0.0	\$0.0
Transportation Alternatives Program (TAP) Grant (80% State/20% Local)	N/A	\$0.0	\$0.0	N/A	\$0.0	\$0.0	\$740.0	\$0.0	\$0.0	\$0.0
Grants/Revenues Subtotal	N/A	\$468.1	\$469.1	N/A	\$131.1	\$931.1	\$871.1	\$131.1	\$131.1	\$131.1
Transportation Infrastructure Net Expenses	N/A	\$606.9	\$293.9	N/A	\$203.9	\$403.9	\$263.9	\$203.9	\$203.9	\$203.9

GRAND TOTALS	2015 CIP Approved	2015 Town Approved	2016 Recommended (Warrant or Budget)	2016	2017	2018	2019	2020	2021
Total Expenses	\$2,593.6	\$1,758.4	N/A	\$1,854.4	\$4,586.9	\$3,748.4	\$2,329.2	\$2,433.9	\$3,882.5
Total Grants/Revenues	\$591.7	\$707.7	N/A	\$218.1	\$937.1	\$887.1	\$174.1	\$137.1	\$147.1
Total Impact Fee Withdrawals	\$0.0	\$0.0	N/A	\$2.9	\$11.2	\$0.0	\$0.0	\$0.0	\$0.0
Total Reserve & Other Fund Withdrawals	\$610.0	\$175.0	N/A	\$439.1	\$1,275.8	\$829.0	\$382.0	\$310.0	\$480.0
Total Net Expenses	\$1,391.9	\$875.7	N/A	\$1,194.3	\$2,362.8	\$2,032.3	\$1,773.1	\$1,986.8	\$3,255.4



13.

APPENDIX C.

**CAPITAL RESERVE & OTHER
FUND CASH FLOWS**

Miscellaneous Building System Cash Flow

BUILDING SYSTEM CAPITAL RESERVE FUND	2013 Balance Carried Forward	2014
	\$9,500	
	Deposits >>	\$10,000
	2013 Deposits Not Made	\$0
	Interest >>	\$4
	2013 Withdrawals Not Taken	\$0
	Total Withdrawal >>	\$0
	Balance >>	\$19,504

CELL TOWER MAINTENANCE CAPITAL RESERVE FUND	2013 Balance Carried Forward	2014	2015
	\$38,240		
	Deposits >>	\$250,000	\$125,000
	2013 Deposits Not Made	\$0	
	Interest >>	\$30	
	2013 Withdrawals Not Taken	\$0	
	Total Withdrawal >>	\$0	\$407,000
	Balance >>	\$288,270	\$6,270

FORESTRY FUND	2013 Balance Carried Forward	2014
	\$26,844	
	Deposits >>	\$0
	2013 Deposits Not Made	\$0
	Interest >>	\$38
	2013 Withdrawals Not Taken	\$0
	Total Withdrawal >>	\$542
	Balance >>	\$26,340

Water Department Cash Flow

WATER LINE (FIRE SUPPRESSION) CAPITAL RESERVE ACCOUNT CASH FLOW	2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019
	\$58,982						
	Deposit >>	\$140,000					
	2013 Deposits Not Made	\$0					
	Interest >>	\$12					
	2013 Withdrawals Not Taken	\$0					
	Total Withdrawal >>	\$70,000					
	Balance >>	\$128,994	\$128,994	\$128,994	\$128,994	\$128,994	\$128,994
WATER DEPARTMENT - (FIRE SUPPRESSION) PUMP AND PUMP HOUSE CAPITAL RESERVE ACCOUNT CASH FLOW	2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019
	\$140,055						
	Deposit >>	\$70,000	\$70,000	\$70,000	\$0	\$0	\$0
	2013 Deposits Not Made	\$0					
	Interest >>	\$39					
	2013 Withdrawals Not Taken	\$0					
	Total Withdrawal >>		\$0	\$350,000	\$0	\$0	\$0
	Balance >>	\$210,094	\$280,094	\$94	\$94	\$94	\$94
WATER SUPPRESSION LINE FUND CASH FLOW (USER FEES)	2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019
	\$371,208						
	Deposit >>	\$97,185	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000
	2013 Deposits Not Made	\$0					
	Interest >>	\$632					
	2013 Withdrawals Not Taken	\$0					
	Total Withdrawal >>	\$21,716	\$40,000	\$40,000	\$212,000	\$40,000	\$40,000
	Balance >>	\$447,309	\$513,309	\$579,309	\$473,309	\$539,309	\$605,309
WATER LINE IMPACT FEE CASH FLOW	2013 Balance Carried Forward	2014	2015	2016	2017	2018	2018
	\$11,230						
	Deposit >>	\$0					
	2013 Deposits Not Made	\$0					
	Interest >>	\$16					
	2013 Withdrawals Not Taken	\$0					
	Total Withdrawal >>						
	Balance >>	\$11,246	\$11,246	\$11,246	\$11,246	\$11,246	\$11,246
<small>Earliest deposit date of funds not yet withdrawn:</small> 							

Highway Department Equipment Capital Reserve Cash Flow

HIGHWAY DEPT EQUIPMENT CAPITAL RESERVE CASH FLOW						2013 Actual Balance Carried	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
						\$80,726																						
						Deposit >>	\$73,000	\$73,000	\$73,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	
						Interest >>	\$27																					
HIGHWAY DEPT EQUIPMENT REPLACEMENT SCHEDULE																												
Vehicle	Make/Model	Serviceable Lifetime (Years)	Estimated Cost per Vehicle	Number Units per 20-year interval	Estimated total cost per 20-year interval																							
6 Wheel Dump Truck	2010 International	7	\$160,000	2.86	\$457,143						\$160,000									\$160,000								
6 Wheel Dump Truck	2015 International	7	\$160,000	2.86	\$457,143		\$160,000						\$160,000								\$160,000							
Dump Truck	2012 Ford F-550	7	\$110,000	2.86	\$314,286						\$110,000						\$110,000							\$110,000				
Pick-Up Truck	2013 Ford F-350	7	\$50,000	2.86	\$142,857							\$50,000							\$50,000							\$50,000		
Front-End Loader	2001 Caterpillar 924	15	\$120,000	1.33	\$160,000			\$120,000															\$120,000					
Roadside Brush Cutter	2010 Ford Newholland	15	\$110,000	1.33	\$146,667												\$110,000											
Backhoe (No plans to replace)	1987 Ford	20	\$150,000	1.00	\$150,000																							
Wood Chipper	2014 100HP	20	\$40,000	1.00	\$40,000																					\$40,000		
Trailer for Landscaping Equipment	Purchased in 2011	10	\$10,000	2.00	\$20,000								\$10,000										\$10,000					
						2013 Deposits																						
						\$86,000																						
						2013																						
						\$32,897																						
20-year total cost						\$1,888,095	\$0	\$160,000	\$120,000	\$0	\$0	\$270,000	\$50,000	\$10,000	\$160,000	\$0	\$0	\$0	\$220,000	\$50,000	\$160,000	\$160,000	\$0	\$130,000	\$0	\$110,000	\$90,000	
Cost per year						\$94,405	Balance >>	\$206,856	\$119,856	\$72,856	\$152,856	\$232,856	\$42,856	\$72,856	\$142,856	\$62,856	\$142,856	\$222,856	\$302,856	\$162,856	\$192,856	\$112,856	\$32,856	\$112,856	\$62,856	\$142,856	\$112,856	\$102,856

Library Capital Reserve Cash Flow

LIBRARY CAPITAL RESERVE CASH FLOW	2013 Actual Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021	
	\$0									
	Deposit >>	\$0	\$0	\$100,000	\$70,000	\$68,000	\$68,000	\$68,000	\$68,000	\$0
Interest >>	\$0	\$0								
LIBRARY REPLACEMENT SCHEDULE										
Exterior (Pavement, Sidewalks, Signage, Lighting)		\$0	\$0	\$10,000	\$0	\$63,500	\$0	\$0	\$0	
Plumbing (Septic, Water heater, Water Softner, Drywell)		\$0	\$0	\$8,000	\$0	\$0	\$6,700	\$0	\$0	
Interior (Painting walls and trim)		\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	
Roof, Drainage, Gutters		\$0	\$0	\$0	\$0	\$0	\$0	\$110,000	\$0	
Energy Conservation (HVAC, Lights, Windows, Weatherization)		\$0	\$0	\$55,000	\$15,000	\$0	\$10,000	\$0	\$0	
Public Safety (Fire Suppression, Security, Fire Alarm, Monitoring)		\$0	\$0	\$26,000	\$0	\$0	\$27,600	\$0	\$0	
Renovations (Public and Staff Areas)		\$0	\$0	\$0	\$31,500	\$0	\$0	\$0	\$0	
Generator for Library		\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	
	2013 Deposits Not Made									
	\$0									
	2013 Withdrawals Not Taken									
	\$0									
	Total Withdrawal >	\$0	\$0	\$99,000	\$46,500	\$113,500	\$44,300	\$110,000	\$0	
	Balance >>	\$0	\$0	\$1,000	\$24,500	-\$21,000	\$2,700	-\$39,300	-\$39,300	

Police Department Capital Reserve Cash Flow

POLICE DEPARTMENT CAPITAL RESERVE CASH FLOW							2015 Balance Carried Forward \$0	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039		
							Deposit >>	\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000			
							Interest >>																												
UNMARKED REPLACEMENT SCHEDULE																																			
Project	YEAR	Make/Model	Serviceable Lifetime (Years)	Estimated Cost per Vehicle	Number Units per 25-year interval	Estimated total cost per 25-year interval																													
Car 1	2008	Dodge Charger	8	\$30,000	3.1	\$93,750					\$30,000																								
Car 2	2007	Dodge Charger	9	\$30,000	2.8	\$83,333						\$30,000											\$30,000							\$30,000					
Car 3	2013	Chevy Tahoe	8																																
Car 4	2011	Toyota Sienna	10	\$200,000	2.5	\$500,000							\$30,000										\$30,000												
Car 5	Vacant	N/A																																	
ACO 1	2002	Dodge Dakota	15								\$20,000																\$20,000								
Total Withdrawal >>								\$0	\$0	\$0	\$30,000	\$20,000	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$405,000	\$0
Balance >>								\$0	\$0	\$20,000	\$10,000	\$10,000	\$0	\$20,000	\$10,000	\$30,000	\$50,000	\$70,000	\$90,000	\$110,000	\$130,000	\$150,000	\$110,000	\$130,000	\$150,000	\$170,000	\$190,000	\$190,000	\$205,000	\$220,000	-\$170,000	-\$155,000	-\$140,000		

	Year	Make	Current Mileage	Est MPY	Replacement Year
Car 1	2008	Dodge Charger	55,125	13,408	2014
Car 2	2007	Dodge Charger	25,024	3,595	2016
Car 3	2013	Chevy Tahoe	3,603	12,000	2017
Car 4	2011	Toyota Sienna	21,125	6,000	2018
Car 5	Vacant	N/A	N/A	N/A	N/A
ACO 1	2002	Dodge Dakota	95,424	2,432	2015

*** Plan for 2014:** Purchase new Car 1, transfer old Car 1 over as Car 2, and make the old Car 2 the new/used Car 5. No surplus vehicle in this group this year.

Police Department Capital Reserve Cash Flow Continued

VEHICLE	D 2014 Vehi Maintenance	January 1, 2014: Odometer Reading	August 15, 2014 Odometer Reading	Est. 12/31/2014 Odometer Reading	Est. Miles Driven in 2014	Primary/ Secondary	Est. 4/1/2015 Odometer Reading
(#1) 2008 Dodge Charger (Chief)	\$3,015	60,000	63,841	65,762	5,762	Secondary	67,202
(#2) 2007 Dodge Charger (D.C.)	\$863	26,626	29,244	30,553	3,927	Secondary	31,535
(#3) 2013 Chevy Tahoe (EM/Lt.)	\$603	8,688	16,378	20,223	11,535	Secondary	23,107
(#4) 2011 Toyota Sienna (Det.)	\$103	22,920	24,499	25,289	2,369	Secondary	25,881
(#5) 2013 Ford Police Interceptor (De	\$403	25,100	28,727	30,541	5,441	Secondary	31,901
(#9) 2010 Ford Crown Vic (K-9)	\$2,533	61,513	73,092	78,882	17,369	Primary	83,224
(#10) 2014 Ford Police Explorer (Sgt)	New - 2014	on-line June 6, 2014	3,296	9,888	9,888	Primary	12,360
(#11) 2014 Ford Explorer (Patrol)	New - 2014	on-line June 6, 2014	6,318	18,954	18,954	Primary	23,693
(#12) 2004 Ford Crown Vic (Patrol)	\$448	73,160	79,276	82,334	9,174	Primary (Detail/Training)	84,628
(#13) 2013 Ford Explorer (Patrol)	\$1,454	10,971	29,886	39,344	28,373	Primary	46,437
(#14) 2011 Ford Crown Vic (Patrol)	\$955	57,492	75,267	84,155	26,663	Primary	90,820
(#15) 2013 Ford Explorer (Patrol)	\$1,370	12,712	20,925	25,032	12,320	Primary	28,111
(#M1) 2013 Harley Davidson	Lease	Lease	Lease	Lease	Lease	Secondary	Leased
(#ACD) 2002 Dodge Dakota	\$483	96,110	98,426	99,584	3,474	Primary	100,453
					<u>Estimated Miles</u>		
					Driven in FY 2014:	155,246	
					Driven in FY1 2013	151,199	
					Driven in FY2012	124,472	
Total:		\$12,230					
2013	2014	2015					
15	10	12					
13	11						
* Frontline marked cruisers generally rotate every 4 years							
** The vehicles scheduled to be replaced in a given year are NOT replaced until April of that fiscal year.							
The estimated odometer readings would therefore increase by one quarter's use in that fiscal year.							
<i>Prepared 8/12/14</i>							

	Year	Make	Current Mileage	Est MPY	Replacem ent Year
Car 1	2008	Dodge Charger	55,125	13,408	2014
Car 2	2007	Dodge Charger	25,024	3,595	2016
Car 3	2013	Chevy Tahoe	3,603	12,000	2017
Car 4	2011	Toyota Sienna	21,125	6,000	2018
Car 5	Vacant	N/A	N/A	N/A	N/A
ACO 1	2002	Dodge Dakota	95,424	2,432	2015
<p>* Plan for 2014: Purchase new Car 1, transfer old Car 1 over as Car 2, and make the old Car 2 the new/used Car 5. No surplus vehicle in this group this year.</p>					

Fire Department Capital Reserve Cash Flow

FIRE DEPARTMENT CAPITAL RESERVE CASH FLOW						2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
						\$415,542																					
						Deposit >>	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	
						Interest >>	\$41																				
FIRE/RESCUE APPARATUS REPLACEMENT SCHEDULE																											
Vehicle	Make/Model	Serviceable Lifetime (Years)	Estimated Cost per Vehicle	Number Units per 25-year interval	Estimated total cost per 25-year interval																						
Command Car 1	2014 Chevy	10	\$50,000	2.5	\$125,000											\$0	\$50,000										
Utility/Fire Prev. Car 2	2004 Ford	15	\$40,000	1.67	\$66,800								\$40,000														
Engine-1	2003 KME	25	\$405,000	1	\$405,000																						\$405,000
Engine-7	1987 KME	25	\$405,000	1	\$405,000																						
Tower-3	1991 Pierce	25	\$350,000	1	\$350,000									\$350,000													
Tanker-5	1993 Pierce	25	\$400,000	1	\$400,000					\$400,000																	
Engine 8	2012 HME	25	\$405,000	1	\$405,000																						
Forestry-4	1994 GMC	25	\$50,000	1	\$50,000							\$50,000															
Rescue-2	2006 Chevrolet	10	\$150,000	2.5	\$375,000													\$150,000									
Rescue-6	1994 Ford	0	\$0	0	\$0																						
>Rescue 6 functionality combined with Engine 7 when Engine 8 was designed																											
>Forestry-4 and Tower-3 typically exceed planned rotation expectations.																											
>Command Car (Ford) was repurposed for Fire Prevention/Utility function.																											
						2013 Deposits Not Made																					
						\$105,000																					
						2013 Withdrawals Not Taken																					
						\$401,789																					
						Total Withdrwal >>																					
						\$35,000	\$0	\$150,000	\$0	\$400,000	\$50,000	\$40,000	\$350,000	\$0	\$0	\$50,000	\$0	\$150,000	\$0	\$405,000	\$0	\$0	\$0	\$0	\$0	\$0	
						Balance >>																					
						\$188,794	\$293,794	\$248,794	\$353,794	\$58,794	\$113,794	\$178,794	-\$66,206	\$38,794	\$143,794	\$198,794	\$303,794	\$258,794	\$363,794	\$63,794	\$168,794	\$273,794	\$378,794	\$483,794	\$588,794		
25-year interval total cost						\$2,581,800																					
Cost per year						\$103,272																					
PUBLIC SAFETY COMPLEX - FIRE APPARATUS IMPACT FEE CASH FLOW						2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
						\$10,916																					
						Deposit >>																					
						Interest >>																					
						Total Withdrawal >>	\$15,000																				
						Balance >>																					
						-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,084	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	-\$4,074	
Earliest deposit date of funds not yet withdrawn: 6/26/2008																											
RESCUE VEHICLE and MEDICAL EQUIPMENT REVOLVING FUND CASH FLOW						2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
						\$17,636																					
						Deposit >>	\$936																				
						Interest >>	\$24																				
						Withdrawal - Vehicles >>	\$0																				
						Withdrawal - Other Equipment >>	\$8,275																				
						Balance >>																					
						\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	\$10,321	

Recreation Department Capital Reserve Cash Flow

RECREATION DEPARTMENT CAPITAL RESERVE CASH FLOW					2013 Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	
					\$0																					
Equipment Replacement, Expenditure Schedule																										
Project	Serviceable Lifetime (Years)	Estimated Cost per Vehicle	Number Units per 25- year interval	Estimated total cost per 25-year interval																						
Running/Hiking Trails	25		1.0						\$50,000																	
Additional Baseball/Softball Diamonds	25		1.0		\$40,000																					
Additional Fields	25		1.0								\$50,000	\$50,000	\$100,000	\$100,000												
Community Garden Space	25		1.0					\$3,000																		
Additional Volleyball/Bocce/Horseshoe	25		1.0		\$1,000																					
Dog Park	25		1.0						\$7,000																	
Splash Park	25		1.0																							
Ice Rink	25		1.0												\$100,000	\$100,000										
Community Center	25		1.0						*See CIP																	
Adult Fitness Park	25		1.0								\$22,000															
Additional Playgrounds-equipment PARC	25		1.0					\$3,000																		
Additional Playgrounds-replacement Ingalls	25		1.0							\$30,000																
Additional Playgrounds-neighborhood parks	25		1.0							\$10,000																
Additional Playgrounds-neighborhood parks	25		1.0								\$15,000															
Additional Courts	25		1.0					\$30,000																		
Wall Ball Area	25		1.0					\$5,000																		
Batting Cages	25		1.0																							
Climbing Wall	25		1.0																							
Floor Hockey Rink	25		1.0																							
Frisbee Golf Course	25		1.0																							
Fenced in Whiffle Ball Court	25		1.0																							
Relocation of Skate Park	25		1.0					\$10,000																		
					Total Withdrawal >>	\$40,000	\$15,000	\$64,000	\$50,000	\$47,000	\$37,000	\$50,000	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000									
					Balance >>	\$10,000	\$45,000	\$31,000	\$31,000	\$34,000	\$47,000	\$47,000	\$47,000	-\$3,000	-\$53,000	-\$103,000	-\$153,000					\$50,000	\$100,000	\$150,000	\$200,000	\$250,000
				25-year interval total cost	\$0																					
				Cost per year	\$0																					

Transportation Capital Reserve Cash Flow

TRANSPORTATION CAPITAL RESERVE CASH FLOW						2015	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
						Balance Carried Forward																					
						Deposit >>	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
						Interest >>																					
UNMARKED REPLACEMENT SCHEDULE																											
Project	Make/Model	Serviceable Lifetime (Years)	Estimated Cost per Vehicle	Number Units per 25-year interval	Estimated total cost per 25-year interval																						
					\$0																						
				#DIV/0!	#DIV/0!																						
				#DIV/0!	#DIV/0!																						
Total Withdrawal >>							\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Balance >>						\$50,000	\$100,000	\$150,000	\$200,000	\$250,000	\$300,000	\$350,000	\$400,000	\$450,000	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000	\$750,000	\$800,000	\$850,000	\$900,000	\$950,000	\$1,000,000	\$1,050,000	
<i>25-year interval total cost</i>																											
<i>Cost per year</i>					\$0																						

Public Safety Impact Fees

PUBLIC SAFETY IMPACT FEE	2013 Balance Carried Forward	2014
<i>Total</i>		
	\$83,966	
Deposits >>		\$35,678
Amount Collected Not Yet Deposited >>		
Interest >>		\$147
Amount Spent Not Yet Withdrawn >>		
Total Withdrawal >>		\$3,211
Balance >>		\$116,580
* Earliest deposit date of funds not yet withdrawn: 9/26/2007		

PUBLIC SAFETY IMPACT FEE - Subaccount Allocation	2015 Balance Carried Forward	2014
<i>Police</i>		
	\$24,350	
Deposits >>		\$10,346.62
Amount Collected Not Yet Deposited >>		0
Interest >>		42.63
Amount Spent Not Yet Withdrawn >>		
Total Withdrawal >>		
Balance >>		\$34,739
* Earliest deposit date of funds not yet withdrawn: 9/26/2007		

PUBLIC SAFETY IMPACT FEE - Subaccount Allocation	2013 Balance Carried Forward	2014
<i>Fire</i>		
	\$48,700	
Deposits >>		\$20,693.24
Amount Collected Not Yet Deposited >>		0
Interest >>		85.26
Amount Spent Not Yet Withdrawn >>		
Total Withdrawal >>		
Balance >>		\$69,479
* Earliest deposit date of funds not yet withdrawn: 9/26/2007		

PUBLIC SAFETY IMPACT FEE - Subaccount Allocation	2013 Balance Carried Forward	2014
<i>Fire Apparatus</i>		
	\$10,916	
Deposits >>		\$4,638.14
Amount Collected Not Yet Deposited >>		
Interest >>		\$19.11
Approved Spent Not Yet Withdrawn >>		
Total Withdrawal >>		
Balance >>		\$15,535
* Earliest deposit date of funds not yet withdrawn: 6/28/2008		

Cable Department Capital Reserve Cash Flow

CABLE DEPARTMENT CAPITAL RESERVE CASH FLOW	2013 Actual Balance Carried Forward	2014	2015	2016	2017	2018	2019	2020	2021
		\$0							
	Deposit >>	\$0	\$0	\$70,000	\$45,000	\$45,000	\$45,000	\$45,000	\$0
	Interest >>	\$0	\$0						
CABLE DEPARTMENT SCHEDULE									
Playback/Message Board Server		\$0	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0
New Production Server for the Cable Studio		\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0
Library Facility Enhancements		\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0
Remote Broadcast Functionality		\$0	\$0	\$0	\$7,500	\$0	\$0	\$0	\$0
Expansion of the Cable Studio Located in Basement of Town Hall		\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0
HD Broadcast Equipment and 3rd floor Production Equipment		\$0	\$0	\$0	\$0	\$30,000	\$0	\$10,000	\$0
New Microphones for Town Hall		\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
Safety Complex Presence		\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0
Generator for Library		\$0	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0
	2013 Deposits Not Made								
	\$0								
	2013 Withdrawals Not Taken								
	\$0								
	Total Withdrawal >>	\$0	\$0	\$65,000	\$22,500	\$70,000	\$20,000	\$50,000	\$0
	Balance >>	\$0	\$0	\$5,000	\$27,500	\$2,500	\$27,500	\$22,500	\$22,500