

Town of Sudbury Capital Improvements Planning Committee 2007



Town Center



Permitting



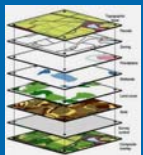
Vehicles



Fire Department



Hearse House



GIS



Payroll and Tax



Police Station



Postage Meter



Atkinson Pool



Flynn Building




Wadsworth Cemetery



Loring Parsonage

Capital Improvement Planning Committee 2006

Tonight's Agenda

- Mission/bylaw of CIPC
 - Members
 - Process
 - Recommended Projects
 - Conclusion
- 

Capital Improvement Planning Committee 2006

- MGL CH. 41: annual review of a municipality's capital items.
- Make recommendations in a budget or annual report
- Base reports on
 - **Need**
 - **Status of capital items**

Capital Improvement Planning Committee 2006

- Study proposals for improving or replacing or adding major tangible assets/projects that:
 - Have a useful life of at least five years
 - Single year cost of 10,000 or a multi year cost of 100,000 or more.

Capital Improvement Planning Committee 2006

- **Boards/Committees give information regarding projects requiring Town Meeting Action for the next six years.**
- **Committee considers:**
 - Need**
 - Impact**
 - Timing**
 - And Cost**
- **Consideration given to impact on Town finances**

Capital Improvement Planning Committee 2006


- Inventory fixed assets
- Town Staff assistance
- Prioritize capital requests
- Develop financing strategy for implementation
- Prepare recommendation to FinCom

Capital Improvement Planning Committee 2006

➤ Introduce Committee members:

- Kirsten Roopenian
- Pascal Cleve
- Pat Kinney
- Jose Garcia-Meitin
- Dan Messina
- Ted Pasquarello
- Sue Petersen, Finance Director

Capital Improvement Planning Committee 2006

- Fall meeting
 - Town Staff presented projects
 - CIPC determined priority projects
 - Funding recommendations
- 

Capital Improvement Planning Committee 2006

- CIPC recommends projects be prioritized according to:
 - Public safety
 - Impact to employees/ community
 - Need
 - Cost

Capital Improvement Planning Committee 2006

Suggestions for Fin Committee Review

- **Remind you these have already been reviewed by CIPC**
 - **Our Goal: Your understanding of projects**
 - **Balance that against FinCom duplicating the work of the CIPC committee**
 - **Happy to answer questions on any project we recommended**

Capital Improvement Planning Committee 2006

CIPC Recommendations for FY07

- Budget of \$332,585
- Seven Projects
- All projects from Operating Budget, not from Debt or Capital Exclusion

Overview of Projects

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improv	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585

Capital Improvement Planning Committee 2006

- Town Manager Maureen Valente will give an overview of projects and introduce department heads to talk about various projects.

Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improv	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585



Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improv	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585



Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improv	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585



Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improv	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585







Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improvements	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585



Town Buildings Projects - \$71,895

Flynn Building



Town Hall







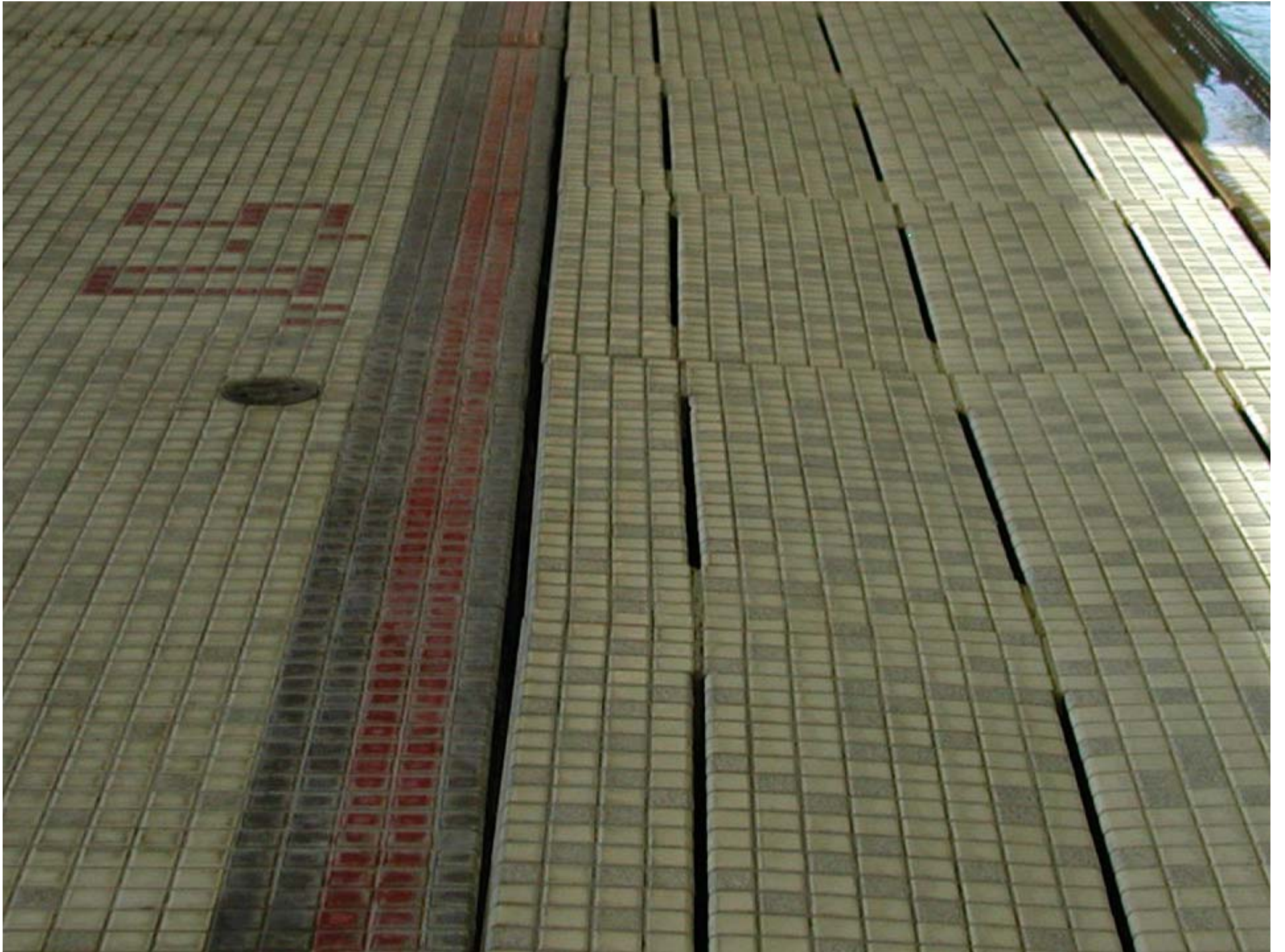


Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improvements	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585









Project Descriptions

Dept	Item	Requests
MIS	Permitting Software	40,000
POOL	Gutter System	30,000
BLDG	Various Improvements	71,895
DPW	Replace Vehicles	104,200
SPS/Acct	HR Software	9,000
T MGR	Postage Meter	15,000
TAX COLL	Collection Software	62,490
	Total	332,585



Capital Improvement Planning Committee - Conclusion

- **CIPC voted to support these 7 projects**
- **CIPC voted to have all funded within operating budget, with no debt exclusion or capital exclusion**
- **CIPC feels all should be supported at this level**
- **Remind Finance Committee there is a great deal more capital requests that are important we recommend addressing in the FY08 budget**

Capital Improvement Planning Committee - Conclusion

Finally, Points to Remember on These Projects

- One project is mandated by federal government
- Three projects are public safety priorities – DPW, Buildings, Pool Gutters
- Three software projects will contribute significantly to efficiencies by automating routine tasks
- Two projects will address issues noted by the Town's auditors – HR software and Tax Collector's software
- One project shows leveraging of funds by working with SPS – the HR software project
- One project directs funds towards office bringing in significant funds – the Tax Collector

Capital Improvement Planning Committee Conclusion

CIPC Concern About Temptation to Put Off
Any of These Projects for Cost Reasons

- **If capital projects go unheeded**
 - Pay me now or pay me later
 - Later could be more expensive, with terrible consequences
- **Recommend Finance Committee work with Selectmen and Town Manager to develop a proactive approach to solve this dilemma**

Capital Improvement Planning Committee 2006

Thank you!

