

**Capital
Improvement
Planning
Committee**

What is in the CIPC budget?

- Single year cost assets over \$10K
- Multi-year cost assets of more than \$100K
- Assets with short useful life are part of the departments operating budget
 - Police cruisers
- Prepare a 5 year plan
- Assets over \$100K are acquired through Lease/Purchase
 - DPW: Year 1 lease: CIPC budget
 Year 2-5 lease: DPW operating budget
 - Tax collector: Year 1-5 lease: CIPC budget
- The CIPC requests that the department managers avoid bundling small items together to make a “Various projects” item of \$10k or more. Those smaller items should be financed within the department operating budget.

FY09 Budget

- 2 Budgets:
 - 1% below FY08: \$380,307
 - 2% above FY08: \$394,950
- List of projects is prepared and prioritized by the town department managers across departments
- CIPC had 3 hearings:
 - 11/28/07, 11/29/07, 12/18/07

FY09 CIPC: Building

■ Town Hall Painting

- Carpentry work, preparation and painting
- Request: \$30,000

For:5 Against:0

■ Police Station

■ Window Replacement

- Given the uncertainty of the new Police Station project, the CIPC decided to move this request to “Various building improvements” and let the Building Department decide how to use it based on the recommendations of the Blue Ribbon Committee.

- Request: \$15,000

For:0 Against:5

FY09 CIPC: Building (cont'd)

- Various Building Improvements
 - Various building repairs
 - Request: \$37,500
 - CIPC added: \$15,000 (from Police station windows)
 - Voted: \$52,500 **For:5 Against:0**
- Flynn Computer Room HVAC
 - Existing system is undersized and near end of useful life.
 - Request: \$17,000 **For:5 Against:0**

FY09 CIPC: Building (cont'd)

■ DPW HVAC Study

- Several flaws in this almost new building (2002)
 - Diesel smokes infiltration from the garage into the office space
 - Building climate control not working properly
 - Several attempts to repair, including gutting a brand new air circulation unit
 - Architect claims it is a construction problem
 - Builder is no longer in business
- Request \$10,000 **For:5 Against:0**
 - The CIPC requests that the study addresses:
 - (1) the technical difficulties at hand,
 - (2) how to fix them and what will be the cost, and
 - (3) how the problem originated (bad design, bad workmanship, lack of inspection, etc.) and how it could have been prevented.
- First step toward more expenses

FY09 CIPC: Building (cont'd)

- Fire HQ upstairs bathroom floor
 - Floor drain is located at the highest point of floor
 - Request \$10,000 **For:5 Against:0**
- Fire Station Design Study
 - Remodeling & addition to accommodate female firefighters (bathrooms/bedrooms)
 - Stations on Rte 20 and Rte 117
 - Pitched roof construction Rte 117
 - Request \$11,400 **For:5 Against:0**
 - First step toward more expenses

FY09 CIPC: Library

- Self-checkout & security system (RFID)
 - Original request \$135,000
 - CIPC recommended a multi year implementation with a 1st year system being fully functional
 - New request \$75,000 *For:5 Against:0*
 - *Cancel project on 12/18 meeting*
- DPW Leases (portion of)
 - Town asked to re-allocate that money toward the DPW lease payment.
 - Request \$75,000 **For:4 Against:1**
 - One member of the committee did not feel we had enough background information to make an informed decision.

FY09 CIPC: DPW

- Approximately 60 pieces of equipment
- 10 to 15 years of useful life
- Replace 4 to 5 units / year
 - 1997 Melroe Bobcat Unit 26, \$50,000
 - 1988 John Deere Backhoe Unit 22, Lease: \$27,000
 - 1988 Bombardier Tractor Unit 33, Lease: \$24,000
 - 1992 Mack 6 Whl Dump Unit 27, Lease: \$28,000
 - Originally scheduled for FY10 but move up by the CIPC as the result of the saving on the Library project.
- Request: \$101,400
Voted: \$129,400

For:5 Against:0

FY09 CIPC: Others

- Park & Recreation: Swimming pool
 - Accordion door pool lobby, garage door, emergency exit, ADA compliance, Chlorine pumps
 - Request \$15,000 **For:5 Against:0**
- Treasurer (tax collection software lease)
 - Request \$15,000 **For:5 Against:0**
- School (student van transportation)
 - Request \$22,000 **For:0 Against:5**
 - School is investigating an outsourcing solution. Decision may be revisited later

Summary

Building	Town Hall Painting	\$30,000	
	Building improvements	\$52,500	
	Flynn HVAC – Computer Rooms	\$17,000	
	DPW HVAC Study	\$10,000	
Fire	HQ Bathroom floor	\$10,000	
	Station design study	\$11,400	
Park & Rec	Back Room Maintenance + ADA	\$15,000	
	Subtotal “building”		\$145,900
Highway	1988 John Deere Backhoe (Unit 22) Lease	\$27,000	
	1997 Melroe Bobcat (Unit 26)	\$50,000	
	1988 Bombardier (Unit 33) Lease	\$24,400	
	1992 Mack 6 Whl Dump (Unit 27) Lease	\$28,000	
	DPW leases (portion of)	\$75,000	
	Subtotal “trucks”		\$204,400
Treasurer	MUNIS Tax Software Modules	\$12,200	\$12,200
Total		\$362,500	

5 year plan

- Trucks (see separate spreadsheet)
- Building
 - Normal maintenance on existing building
 - Painting, repairs, etc.
 - In the pipe-line
 - Energy saving lightning improvements,
 - Town Hall bathroom, boiler, fire alarm, clerk bathroom, handicap entrance
 - Flynn keypad entrance, 2nd floor bathroom,
 - Windows replacement
 - Fairbank rooftop HVAC
 - Other projects
 - DPW repair ???
 - Fire station upgrade ???
 - Police station ???
- Park & Rec
 - Tennis courts, HVAC pool
- School
 - Modular classes leases, boiler, HVAC,
- Information Technology
 - GIS system, Hardware replacement/upgrade

DPW Trucks

	2009	2010	2011
FY05 Leases	\$52,161		
FY06 Leases	\$73,792	\$73,792	
FY07 Leases	\$23,000	\$23,000	\$23,000
FY08 Leases	\$76,589	\$76,589	\$76,589
On going Leases (prior FY09)	\$225,542	\$173,381	\$99,589
FY09 Leases	\$79,400	\$79,400	\$79,400
FY09 Purchase	\$50,000		
<i>FY10 Leases</i>		\$47,700	\$47,700
<i>FY10 Purchase</i>		\$130,000	
<i>FY11 Leases</i>			\$28,000
<i>FY11 Purchase</i>			\$92,000
Total DPW	\$354,942	\$430,481	\$346,689

Average DPW lease payment: \$234,000 / year

Other trucks

■ Park & Ground

- 2010: P/U \$35,000
- 2011: Dump 6 whl \$46,000
- 2012: P/U \$35,000

■ Fire

- 2013: '97 Fire engine \$450,000

Recommendations for 5 year plan

- Move all Capital leases into the CIPC budget and adjust operating and CIPC budgets accordingly
- Allocate enough fund to maintain the fleet of trucks (\$400K/year)
- Allocate enough fund for normal maintenance and known projects (\$150K/year)
- Budget exceptional projects as needed

- CIPC has 2 openings
 - Sudbury residents, we need you!