Town of Westminster
Commonwealth of Massachusetts

Capital Improvement Plan
Fiscal Years 2022 - 2026

Introduction

The following is the Capital Improvement Plan (CIP) as proposed by the Capital Planning Committee. Inclusion of capital requests in years beyond the current year does not necessarily mean that the Committee has voted to support those requests. The CIP is maintained by the Capital Planning Committee. This CIP document is published annually and is available to the Town of Westminster residents on the Town Website.

The CIP is a multi-year plan used to determine the financing and timing of capital projects for the Town of Westminster. It contains a list of capital projects proposed for the Town within the next five years and reflects the recommendations of citizens, boards, commissions, and staff from each of the Town departments. The CIP provides an overview of each proposed project and lists the cost, funding method and the fiscal year the estimated expenditures will take place.

Importance of the Capital Improvement Plan

The CIP is important for the Town of Westminster since bond rating agencies stress the value of a CIP for a municipality seeking to borrow funds. The lack of a well developed CIP for long-term planning would have a negative effect on the bond rating for the Town of Westminster and result in higher interest rates on bonds issued. The impact would mean more tax dollars going to pay for the interest on loans. Standard & Poor's Ratings Services has raised its long-term rating to 'AA+' from 'AA' for the Town of Westminster.

Additionally, a formalized process allows more time for the study of projects, encourages public discussion and allows boards, committees and citizens the opportunity to provide input, advice and recommendations with respect to proposed projects and expenditures. Another benefit from the capital planning process is that capital improvement efforts are coordinated and major capital projects can be timed so they roll into the debt schedule as other debt is ending. The development of a Capital Improvement Plan ensures sound fiscal and capital planning.

Funding

The CIP is financed from a variety of funding sources. The Capital Planning Committee identifies the funding source for each item/project on the five year plan. The Town has a number of stabilizations funds that are leveraged to finance a portion of the CIP. At the end of each fiscal year the annual certified free cash is determined. The Capital Planning Committee recommends a portion of this free cash be transferred to different stabilization funds based on the needs of the five year CIP. Using the stabilization funds to fund the five year CIP helps control the budget and in turn the impact to the tax payer.

Capital Plan Process

The capital planning process is an on-going process that takes place throughout the year. Although the capital plan is linked to the annual budget, the process of creating and maintaining the capital improvement plan is a continuous process of reviewing/refining. The Capital Planning Committee meets throughout the year with various boards and departments to review/update the CIP. The proposed capital projects are reviewed and prioritized based upon the capital planning priority table. Projects are also examined in terms of their relationship to other projects and their compatibility with Town-wide goals and objectives. The Capital Planning Committee also utilizes the debt management, reserve and general financial policies in the development of the CIP.

The Capital Planning Process is an iterative cycle that revolves around the CIP. Annually, the CIP is published by the Capital Planning Committee and the upcoming fiscal years capital planning items/projects are placed on the Annual Town Meeting warrant.

Capital Planning Guide/Timeline

Capital Planning is an ongoing process of planning and managing capital assets /projects. The following has been created by the Capital Planning Committee and is used as a guide for the capital planning process.

Capital Planning Guide

• The Capital Planning Committee will schedule meetings with department heads to review/update the 5-year Capital Improvement Plan (CIP) following the Annual Town Meeting. During these meetings department heads will provide updates on their various capital requests.

• Placeholders will not be used in the CIP – a project should be well defined when it is place on the CIP.

• Each project on the CIP should have supporting documentation (estimates, cost benefit analysis..etc.) as they move from year 4 to 3.

• Money from prior capital projects that have been approved at a prior Annual Town Meeting should not be used to fund future projects on the CIP. New capital projects should go through the capital planning process and be funded based on the capital planning priority/policies.

• The Capital Planning Committee will determine the funding source.

• The goal of the Capital Planning Committee is to finalize CIP for the next 5 years in the November/December time frame. The advantage of completing CIP prior to the start of budget season will allow the financial teams and department heads to focus on the operating budget and not the CIP.

• The Capital Planning Process is a separate from the annual budget process. The annual budget process no longer has a capital request form that can be used to submit capital requests for the next fiscal year. The CIP is a 5 year plan so adding new requests to the plan need to be considered well in advance and requires long term planning. If an emergency situation arises and something needs to be changed to the CIP the Capital Planning Committee should be contacted immediately.

Capital Planning Timeline

May
- Annual Town Meeting
- Plan/Schedule meetings with department heads to review/update 5-Year CIP

June - September
- Meet with department heads and update Capital Plan Master Spreadsheet
- Request/Receive supporting documentation, estimates, etc. for Capital Projects
- Send out spreadsheet of 5-year plan to departments

October
- All supporting documentation requested received by Capital Planning
- Funding sources identified for Capital Projects on the 5-Year CIP
- Send out spreadsheet of 5-year plan to departments (re-enforce)

November - December
- Finalize CIP
- Update 5-Year CIP & send out for review (final review)
- Vote on Capital Planning Articles for Annual Town Meeting

January - April
- Re-vote on Capital Planning Articles for Annual Town Meeting (if necessary)
- Review Capital Planning Annual Review Checklist
- General strategy, process and funding discussions

Capital Planning Bylaw

Chapter 15. CAPITAL PLANNING COMMITTEE

§ 15-1. Establishment; membership; officers.§ 15-2. Study of capital projects and improvements.§ 15-3. Development of policies and procedures.§ 15-4. Submission of information concerning capital requests; consideration of and recommendation by Committee.§ 15-5. Annual report; submission of budget.§ 15-6. Publication of report and budget.

[HISTORY: Adopted by the Annual Town Meeting 5-4-2002 by Art. 43; amended in its entirety STM 2-26-2008 by Art. 14. Subsequent amendments noted where applicable.]

§ 15-1. Establishment; membership; officers.

The Board of Selectmen shall establish and appoint a committee to be known as the "Capital Planning Committee," composed of one member of the Board of Selectmen, one member of the Advisory Board, and three citizens at large. The Town Accountant, Treasurer/Collector, and Town Coordinator Editor's Note: The Annual Town Meeting voted 5-1-2010 by Art 30 to authorize the Board of Selectmen to appoint a Town Administrator to replace the position of Town Coordinator. shall be ex-officio, nonvoting members of the Committee. The Committee shall choose its own officers.

§ 15-2. Study of capital projects and improvements.

The Committee shall study proposed capital projects and improvements involving major tangible assets and projects which: (1) have a useful life of at least three years; (2) have a dollar value of $15,000 or greater.

§ 15-3. Development of policies and procedures.

The Committee shall develop policies and procedures, as necessary, to establish and maintain a capital improvements program.

§ 15-4. Submission of information concerning capital requests; consideration of and recommendation by Committee.

All officers, boards and committees shall each year, on or before the date specified by the Committee, give to the Committee, on the forms prepared by it, information concerning all anticipated capital requests requiring Town Meeting action during the ensuing five years. The Committee shall consider the relative need, impact, timing and cost of these expenditures and the effect each will have on the financial position of the Town. No appropriation shall be voted for a capital improvement requested by a department, board or commission at an Annual Town Meeting, or at any Special Town Meeting, unless the Committee has first made a recommendation to such Annual Town or Special Town Meeting with respect to such proposed capital improvement.

§ 15-5. Annual report; submission of budget.

The Committee shall prepare an annual report recommending a Capital Improvement Budget for the next fiscal year, and Capital Improvement Program, including recommended capital improvements for the following four fiscal years after that. The report shall be submitted to the Board of Selectmen for its consideration and approval. The Board shall submit its approved capital budget to the Town Meeting for adoption by the Town.

§ 15-6. Publication of report and budget.

The Committee's report and the Selectmen's recommended capital budget shall be published and made available in a manner consistent with the distribution of the Advisory Board report. The Committee shall file its original report with the Town Clerk.

Capital Planning Priority Tables

All projects being considered for inclusion in the Capital Improvement Plan shall be grouped by priority according to the scale which follows.

Priority	Description
1	Projects that cannot reasonably be postponed. These projects will include those necessary to immediately protect the public health or safety; to comply with a health or safety mandate of the state or federal government; to alleviate a significant financial liability exposure; to provide for the continuation of a critically-needed Town program; or to meet an emergency situation.
2	Project which should be carried out within a few years in order to meet an anticipated public need; to replace an unsatisfactory or worn out facility; to make a major public facility useable; or to maintain minimum standards of facility usefulness. Projects in this category are generally those needed to reduce or stabilize operating budget costs; prolong the life of an existing capital asset by ten or more years; and/or provide for the continuation of an operating program which is dependent on a capital asset approaching the end of useful life.
3	Projects which are needed in order to meet documented new or expanded public service demands of the Town.
4	Projects which can be postponed or eliminated from immediate consideration for inclusion in the current capital improvement program, because they do not meet an immediate need or have not been subject to adequate planning.

Once the Capital Improvement Priority Scale of 1-4 has been assigned to a project, further review of all projects are done using the additional criteria below.

Category	Description
A	Projects that involve correcting a current Safety or Health issue, and/or to meet a Federal or State legal requirement.
B	Projects that are necessary to maintain the Town's current infrastructure: ---Buildings – Projects necessary to maintain existing Town buildings, not including projects to expand or modernize facilities. ---Equipment – Projects necessary to replace old existing equipment, which is no longer cost effective to repair with similar equipment.
C	Projects that are required to increase capacity of existing infrastructure and facilities in order to accommodate the increase in growth of the Town.
D	Projects that are designed to modernize and upgrade existing Town infrastructure and facilities. Such priorities may be appropriately weighted and adjusted according to: a. The number of actual or potential users of, or those who benefit from, such project, and; b. Quantifiable and Non-quantifiable benefits.

Town of Westminster
Report of the Capital Planning Committee
Fiscal Years 2022 - 2026

Report from the Capital Planning Committee

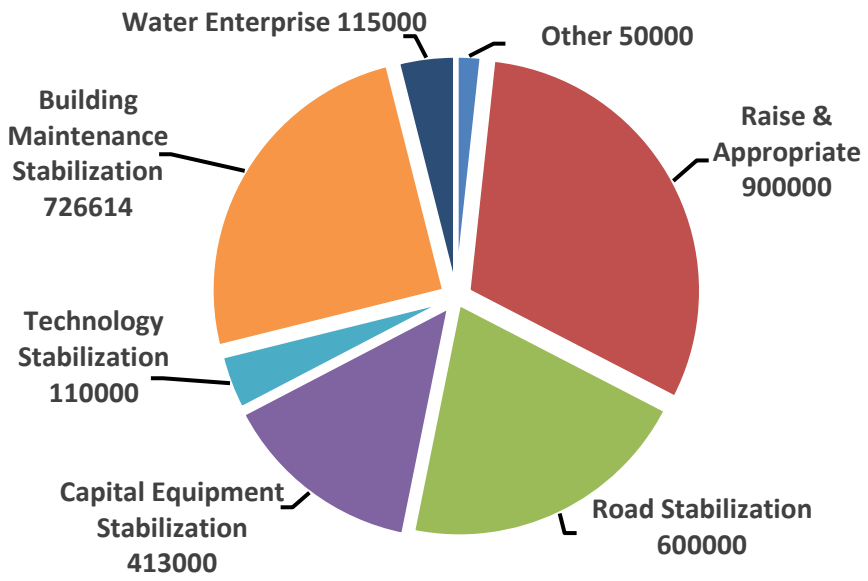
The primary focus of the Capital Planning Committee is to study, research and make recommendations on capital improvement projects. In addition the committee may develop processes and policies in order to maintain the capital improvement program. A set of financial policies have been created by the Capital Planning Committee and approved by the Board of Selectmen on October 27, 2014. These policies can be found in the Appendix at the end of this document and are key items to the Capital Planning Process.

The Capital Planning Committee has met with the various department heads over the past year and developed the following five year CIP. The committee is pleased to recommend the following report to the Town of Westminster.

FY2022 Capital Plan

The proposed CIP for FY2022 totals **$2,914,614**. The FY2022 CIP is funded from a combination of sources: Raise & Appropriate (taxes), Stabilization Accounts, Enterprise Funds and Other funding (e.g. Chapter 90, Ambulance Receipts...etc.). The following chart (Chart 1) illustrates the breakdown of the funding for the FY2022 Capital Plan.

Chart 1 - FY2022 Capital Funding Chart



For additional details regarding the Capital Plan Proposal please refer to the "Capital Planning Detail Sheets" contained within this document.

FY2022 Capital Plan (cont.)

The purpose of the committee is to study capital (tangible assets and projects) spending requests with a dollar value greater than $15,000. The committee is charged with preparing annual capital spending recommendations to be submitted to the Board of Selectmen and Advisory Board and to be published in the Advisory Board booklet. The committee is also charged with developing a long range capital plan of at least five years. The following is the FY2022 Recommendation from the Capital Planning Committee.

Table 1

FY2022 Capital Plan

Department	Project	Raise & Appropriate	Capital Equipment Stabilization	Building Maintenance Stabilization	Technology Stabilization	Road Maintenance Stabilization	Water & Sewer Enterprise	Ambulance	Chapter 90	Other
Dept of Public Works	Road Maintenance	$300,000								
Dept of Public Works	Road Improvement Project	$500,000								
Dept of Public Works	Storm Water Permit									$50,000
Dept of Public Works	2008 Trackless Tractor MT		$160,000							
Dept of Public Works	2013 John Deere 6105R		$100,000							
Dept of Public Works	2011 Ford F150 Pickup Truck		$50,000							
Dept of Public Works	Easements Rte. 140					$100,000				
Dept of Public Works	Old Town Farm Rd Culvert					$500,000				
Dept of Public Works	Water Meters (250)						$75,000			
Dept of Public Works	Hagar Park Pump-Comput						$40,000			
Dept of Public Works	Back Garage - Roof Repairs			$75,000						
Police Department	2011 Dodge Charger	$43,000								
Police Department	2015 Ford Explorer Utility		$53,000							
Police Department	Cruiser Video Recorders				$65,000					
Police/Fire Department	Public Safety (repairs)			$400,000						
Fire	Boat Trailer, Motor & Gear	$15,000								
Technology	Computer Replacement	$42,000								
Technology	Replace Virtualized Server				$35,000					
Technology	Firewall Town Hall and PSB				$10,000					
Schools (MHS &WES)	See Detail sheets			$139,500						
Schools (Dist/Oak/OL)	See Detail sheets			$97,114						
Town	Sheds for Ball Field			$15,000						
Town	Prune Trees around Town		$50,000							
Totals		**$900,000**	**$413,000**	**$726,614**	**$110,000**	**$600,000**	**$115,000**	**$0**	**$0**	**$50,000**

Stabilization Fund Summary

The goal of the Capital Planning Committee is to develop a fiscally responsible five year CIP and identify funding sources for at least the next three years of the plan. All Capital requests will be reviewed and prioritized by the Capital Planning Committee using a priority table. Furthermore, the five year CIP will be utilized as a planning tool to determine future Stabilization Fund Amounts.

Part of the CIP is funded from Stabilization Funds. Maintaining adequate stabilization fund levels is important to the financial stability of the Town. The Capital Planning Committee has defined minimum levels for each stabilization fund. As the Capital Planning Committee refines the five year CIP and identifies the funding sources the stabilization fund levels will be monitored. Adjustments to the five year CIP and/or funding sources may be required if future Stabilization Fund levels drop too low. Chart 2 illustrates the stabilization fund levels from 2008 through 2020 (amount includes the Capital Equipment, Building Maintenance and Technology Stabilization Funds). Chart 3 lists the stabilization fund amounts after the Fall Town Meeting on 11/17/2020.

The certified free cash for FY2020 was approximately 4.2 million dollars. This is higher than the typical average. The main contributing factor to this higher than average free cash amount was due to local receipts from the landfill. The landfill receipts came in at approximately 2.6 million over the amount estimated. The landfill receipts are expected to continue to exceed the estimated amounts in the future since the long term plan is to eliminate this revenue from the operating budget. Since the landfill will close at some point it is critical that revenue from this source be removed from the operating budget. The recent influx of free cash greatly helped the stabilization fund levels and will help fund the five year CIP.

Chart 2
Combined Amount in 3 Stabilization Funds
(Capital Equipment, Building Maintenance and Technology)

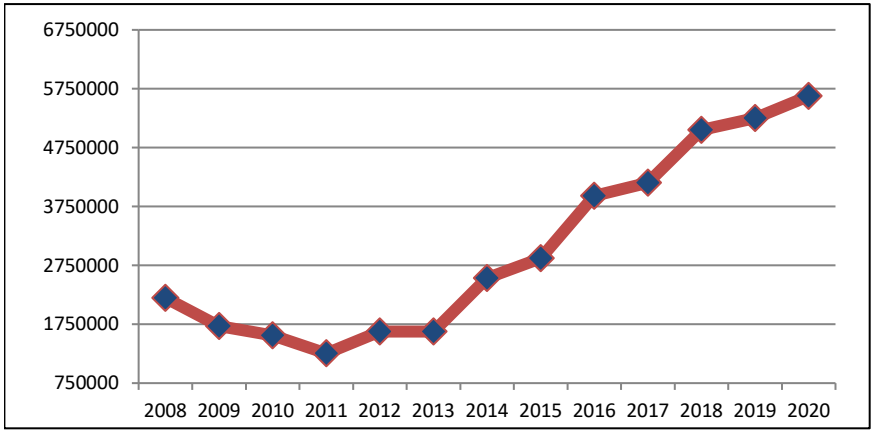
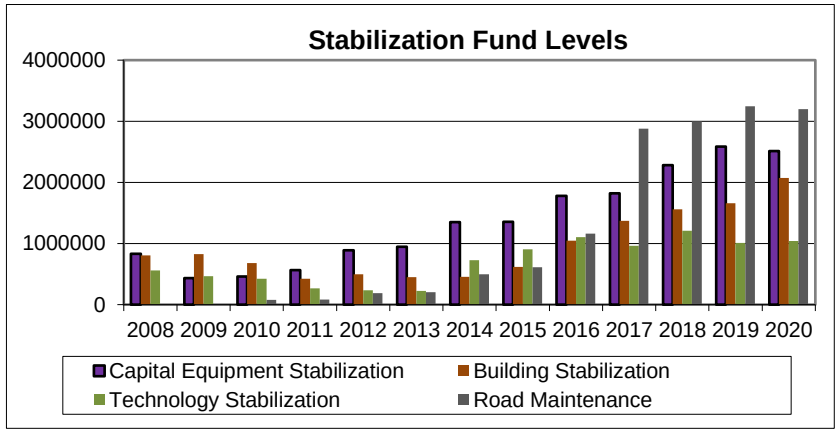


Chart 3

Stabilization Fund Amount on 11/17/2020



Stabilization Funds - Encumbered

An important aspect of the Stabilization Funds is not only the current levels but also the levels over the next five years as they are used to fund the CIP. A portion of the amount in the Stabilization Funds are encumbered or reserved for future capital purchases. This encumbering of funds is essential in funding the five year CIP and ensures that not only will capital purchases happen in a timely manner but the impact of these projects have a minimum effect to the overall budget. The following Table reflects the amounts encumbered in each of the Stabilization Funds over the next five years based on the current CIP.

Table 2

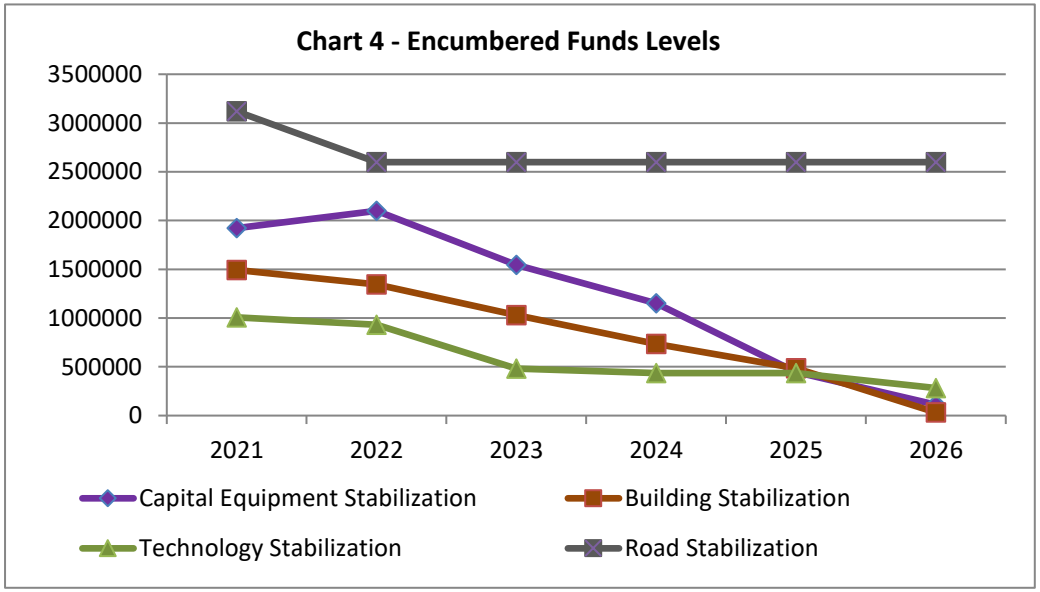
Stabilization Fund Amounts Encumbered to fund the CIP

Stabilization Funds	2022	2023	2024	2025	2026	5 Year Total
Capital Equipment Stabilization	$413,000	$553,000	$385,000	$705,000	$335,000	$2,391,000
Building Maintenance Stabilization	$726,614	$316,457	$294,204	$250,487	$452,072	$2,039,834
Technology Stabilization	$110,000	$450,000	$45,000	$0	$155,000	$760,000
Road Maintenance Stabilization	$600,000					$600,000

Taking into account the future Stabilization Fund encumbrances the chart on the right shows the impact to the fund levels.

The fund levels will decline if no additional money is transferred back into the Stabilization Funds. This is an important factor to understand when considering the Stabilization Fund levels. Each year the Town votes to transfer money back into the Stabilization Funds from the Certified Free Cash.

The amount transferred back into the Stabilization Funds is something that the Capital Planning Committee recommends based on the five year CIP. The amount transferred into the Stabilization Funds is part of a plan based on what is expected to be used in the future.



Some of the amounts in the Stabilization Funds reflected in FY2026 fall below the minimum stabilization fund levels established by the Capital Planning Committee in their Reserve Policy.

Debt Summary

A comprehensive CIP involves a strategy that includes a debt management plan. The debt management plan should be developed to meet the financing needs of the Town in a cost effective manner, taking into account Town priorities, as well as legal, financial, and structural considerations. The Capital Planning Committee has defined a debt policy to ensure that debt is managed within sustainable levels based upon annual revenues.

The following Table below show the current five year debt projections: (updated on 1/13/20). The information is broken out to show the date of vote, debt excluded vs non-debt excluded, amount and mature date of the projects.

Table 3
Debt Summary - 5 year projection

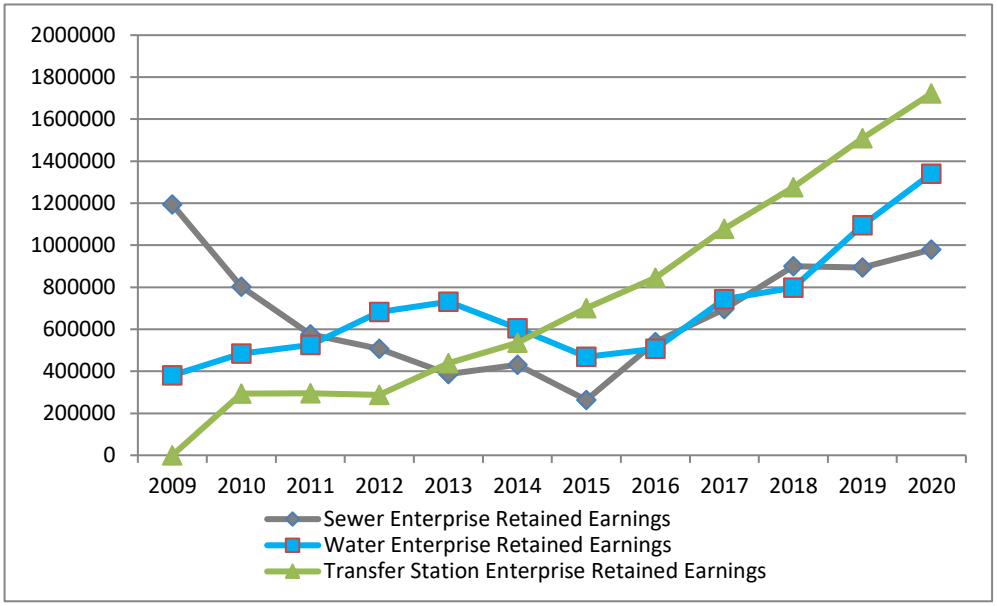
Description	Date of Vote/Issue	Debt Excluded	Amount Voted	Debt Matured	FY2022	FY2023	FY2024	FY2025	FY2026
*Sewer Extension Bond	4/15/2004	Yes	$3,515,000	FY2019	Matured				
*Sewer Extension Bond - Interest									
Rte 140 Design	5/2/2015	No	$410,000	FY2024	$82,000	$82,000	$82,000		
Rte 140 Design - Interest					$7,380	TBD	TBD		
Senior Center Bond	4/1/2015	Yes	$2,830,100	FY2030	$190,000	$190,000	$190,000	$190,000	$190,000
Senior Center Bond - Interest					$49,600	$45,800	$42,000	$37,250	$32,500
**Water Storage Tank - Ellis Road - BAN	11/17/2020	No	$1,920,000	TBD	$0	TBD	TBD	TBD	TBD
**Water Storage Tank - Ellis Road - Interest					$57,600				
**Water Main Replacement	2/6/2013	No	$600,000	FY2018	Matured				
**Water Main Replacement - Interest									
Septic Management Plan	5/4/2013	No	$300,000	FY2039	$15,000	$15,000	$15,000	$15,000	$15,000
Septic Management Plan - Interest					$0	$0	$0	$0	$0
2018 KME Fire Pumper/Tanker	11/27/2018	No	$600,000	FY2024	$120,000	$120,000	$120,000		
2018 KME Fire Pumper/Tanker - Interest					$2,196	TBD	TBD		
2001 KME Fire Engine	7/10/2001	No	$600,000	FY2030				$160,000	$160,000
2001 KME Fire Engine - Interest								TBD	TBD
Town Hall Bond	5/1/2007	No	$3,700,000	FY2017	Matured				
Town Hall Bond - Interest									
****Sewer In-line Storage Project	4/11/2016	Yes	$2,500,000	FY2059	53,554	53,554	53,554	53,554	53,554
****Sewer In-line Storage Project - Interest					54,371	51,546	50,073	48,600	47,128

* 50% paid through betterment
** Water Receipts Reserve
***Authorized and Unissued Debt
****85% taxation and 15% from sewer enterprise

Enterprise Funds

Enterprise funds establish a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and services. The Town has three enterprise funds (water, sewer and transfer station). Some of the items on the CIP are funded by the enterprise funds. For example, if a pick up truck used by the water/sewer department is in need of replacement, then the funding for a new truck would come from the water and sewer enterprise funds. In addition some items on the debt schedule are funded or partially funded by the enterprise funds (this is noted on the debt schedule - see previous page).

Similar to the stabilization funds, the enterprise fund levels must be maintained at adequate levels for financial stability. The chart on the right shows the Sewer, Water and Transfer Station Enterprise levels from 2009 to 2020.



The Water Enterprise Fund level has increased from $380,726 in 2009 to $1,340,709 in 2020. The Sewer Enterprise Fund level has declined from 2009 to 2015. In 2009 the Sewer Enterprise fund was slightly under 1.2 million dollars. In 2015 the fund was at $263,344. The Sewer Enterprise fund has increased the last five years with the 2020 amount of $978,662.

Approximately 47% of the Sewer Enterprise expenditures are for collection charges paid to the City of Fitchburg. Another 26% is used to pay the debt for the sewer extension bond.

Overall, the status of the Town's financial position is positive. The stabilization funds have been restored to adequate levels and the Town now has an adopted policy addressing these funds and their minimum levels. In addition the five year CIP is successfully leveraging these funds for future capital expenses and thus keeping the amount needed to raise & appropriate from taxes consistent year over year. The Enterprise Fund levels are being monitored and the long range plan is to grow these levels in order to support future capital projects.

The next few pages of the report are intended to expand on a few of the larger Capital Improvement Projects that are either currently on the plan or are expected to be added in the new few years. The goal is to inform and increase the awareness or these projects to the residents of Westminster.

Route 140 Design Project

A project for the engineering design of Route 140, i.e., Hager Park and Worcester Roads was approved at the May 2, 2015 Annual Town Meeting. This project will address a number of road repairs/deficiencies and flooding issues along the roadway. The area on Worcester Road in the vicinity of Mile Hill and Gatehouse Roads in particular has flooding issues and is a safety concern. The project has been split into two, Project 1 Narrows Road to Patricia Road and Project 2 Patricia Road to Princeton town line. Project 1 has been advertised and will begin construction in 2021. Project 2 is at 75% design submittal review with MassDOT with a proposed construction in 2023/2024. Both projects have been approved for Transportation Improvement Program (TIP) funding. TIP is a multi-year program of capital improvements that reflect the needs of the regional transportation system.

Water Storage Tank (Ellis Road Standpipe) Project

A project for replacing the water storage tank on Ellis Road was voted at the FY2019 Annual Town Meeting. The cost of this project is estimated to be 1.7 million dollars. Funding this project will be borrowed and paid back from the Water Enterprise Retained Earnings. The existing storage tank is at the end of its useful life (60+ years old). Construction will start in 2021.

Water Main Improvement Program

An ongoing project to replace/upgrade aging/deficient water mains to improve water quality, fire protection and water storage tank tracking over a period of 20-years. The Water Department's water main improvement program plan is to replace approximately 30,000 linear feet of water main over the twenty-year period (approximately 14% of the water system).

Whitmanville Road Bridge Design Project

The engineering and construction for this project has been fully funded with state/federal monies. MassDOT performs inspections on municipal owned bridges that have a clear span > 20 feet and performed inspections on this bridge which showed a need to replace the bridge. The project has been awarded and construction started in 2020.

Old Town Farm Road Culvert Replacement

Engineering and construction costs to replace twin 36-inch culverts with a single culvert. The replacement will protect the dead-end roadway as well as aid in reducing debris blockage and provide for better fish passage.

MS4 Storm water Permit

This request is for the U.S. EPA's NPDES Municipal Separate Storm Sewer Systems (MS4) 5-year permit jointly issued by EPA and MassDEP that became effective in 2018. Monies are used for consultant support in annual permit compliance.his request is for the newly issued NPDES Massachusetts Small Municipal Separate Storm Sewer System (MS4) General Permit issued by the U.S. EPA. Money needs to be set aside in free cash for annual permit compliance.

Sewer Extension Projects

Multiple projects to extend sewers in environmentally sensitive areas in Town is being discussed/reviewed by the Public Works Commission. Projects include extending sanitary sewer in CWMP Phases 1, 2 & 4 which include the following areas in Town: Phase 1-Leino Park, Lakewood Park, Dawley Road, Phase 2-Lake Drive East/Edro Isle and Phase 3-Bacon Street. Preliminary engineering/construction costs for the projects range from $2.5 M to $4.0 M. Each phase is expected to take 3 years from design to end of construction.

Multi-Year Road Improvement Project

A multi-year road improvement plan for repairing and improving town roads is part of the CIP. It is funded by a combination of the Annual Road Maintenance appropriation, MassDOT Chapter 90 and Road Maintenance Stabilization funds. Funding for this project is dependent on landfill revenue. Once the landfill is closed, transfers to the Road Maintenance Stabilization Fund from landfill revenue will cease.

Public Safety Building

A public saftey building committee has been formed and have been meeting to come up with a plan for the Public Saftey Building. The current building has limited storage and the committee is looking at options for expansion of the existing building or possibly moving one or both department(s) to a new location.

Tower Ladder

A project for replacing the Tower Ladder is not yet on the five year CIP but is currently slated for FY2030. Although FY2030 is a number of years away, it is important to start discussing funding options now in order to have the least amount of impact to the tax payers. A Tower Ladder provides significant advantages over the traditional ladder truck with the main advantage being safety. A fire fighter can safely maneuver the bucket into position to best fight a fire and does not have to climb up and down a ladder that is wet and sometimes frozen. In addition, in a rescue situation rescued persons can be lowered to the ground rather than having to climb down a ladder. Another advantage is reach - a tower can extend out as well as up thus allowing a fire fighter to reach a home from the road. With all light weight construction buildings are made to depend on each component to support its own weight. When fire weakens one or more the building fall down faster endangering the people and firefighters. Another major advantage to a tower is that it can operate in any angle fully extended without fear of collapsing. This vehicle also allows us to operate with fewer people because of the safety factor.

Town of Westminster
5 Year Capital Improvement Plan
Fiscal Years 2022 - 2026

5 Year Capital Plan

Dept	Item #	DESCRIPTION	ACQUIRED	Fnd	REPLACE (FY)	2022	2023	2024	2025	2026
DPW	R	Road Maintenance		RA	FY2022	300,000	300,000	300,000	300,000	300,000
DPW	R	Road Improvement Project		RA	FY2022	500,000	500,000	500,000	500,000	500,000
DPW		Storm Water Permit		O	FY2022	50,000	50,000	50,000	50,000	50,000
DPW	VE-3	2008 Trackless Tractor MT	7/10/2008	C	FY2022	160,000				
DPW	VE-26	2013 John Deere 6105R (mower only)	8/16/2013	C	FY2022	100,000				
DPW	VE-28	2011 Ford F150 Pickup Truck	7/27/2011	C	FY2022	50,000				
DPW	R	Road Maintenance - Easements Rte. 140		RDS	FY2022	100,000				
DPW	R	Old Town Farm Rd Colvert		RDS	FY2022	500,000				
DPW	W	Water Meters (250)		BR-WE	FY2022	75,000		80,000		85,000
DPW	W	Hagar Park Pump Station - Computer		W	FY2022	40,000				
DPW	W	Back Garage - Roof Repairs		B	FY2022	75,000				
DPW	W	Pumping Station - Hager Park		W	FY2023		50,000			
DPW	VE-4	2007 John Deere Loader 544J	6/22/2007	C	FY2023		250,000			
DPW	VE-21	2012 JCB Backhoe	8/30/2012	C	FY2023		150,000			
DPW	W	Water Storage Tank - Shady Ave		W	FY2023		400,000			
DPW	VE-9 138	2015 Ford F350	10/29/2014	C	FY2024			50,000		
DPW	VE-20	2014 Ford F550	11/25/2013	C	FY2024			100,000		
DPW	VE-23 (W/S)	2013 Ford E250 Cargo Van	10/31/2013	W/S	FY2024			45,000		
DPW	VE-27	2000 Lee Boy Paver	12/1/2000	C	FY2024			100,000		
DPW	VE-10	2014 Ford F350	2/27/2014	C	FY2025				100,000	
DPW	VE-14	2005 Mack CV713 10-Wheel Truck	4/5/2005	C	FY2025				250,000	
DPW	VE-34 (S)	2004 Sewer Cleaning Jet	1/20/2004	S	FY2025				100,000	
DPW	W	Pumping Station - Hager Park (generator)		W	FY2025				100,000	
DPW	VE-15	2010 Mack 6-Wheel Truck	9/14/2005	C	FY2026					235,000
DPW	VE-16 (W/S)	2016 Chev K2500 Pick-Up Truck	7/21/1997	W/S	FY2026					45,000
DPW	VE-35 (W/S)	2005 International 4300		W/S	FY2026					100,000
Police	VE-1 Lt	2011 Dodge Charger	5/27/2011	RA	FY2022	43,000				
Police	VE-6 189	2015 Ford Explorer Utility (K9)	2/1/2015	C	FY2022	53,000				
Police	BP-12	Cruiser Video Recorders	7/1/2011	T	FY2022	65,000				
Police	B	Public Safety (repairs)		B	FY2022	200,000				
Police	BP-5	Police/Dispatch Software	1/1/2008	T	FY2023		150,000			
Police	VE-2 7683	2013 Ford Interceptor	7/30/2012	C	FY2023		53,000			
Police	BP-13	Firearms/Weapons	2/1/2013	RA	FY2023		30,000			
Police	VE-3	2010 Polaris All Terrain (ATV)/Trailer	8/26/2010	C	FY2024			15,000		
Police	VE-5 Chief	2016 Chevy Tahoe	7/1/2016	RA	FY2024			50,000		
Police	VE-14	2017 Chevy Tahoe	2/1/2017	C	FY2024			50,000		
Police	BP-6	Fingerprint Scanner	3/1/2013	T	FY2024			25,000		
Police	BP-11	Bullet Proof Vests	7/1/2014	RA	FY2024			40,000		
Police	BP-18	Traffic Radar/Lydar	7/1/2011	C	FY2024			25,000		
Police	VE-4 4073	2015 Ford Interceptor Utility	5/9/2015	RA	FY2025				55,000	
Police	VE-12	2018 Message Board	3/1/2018	RA	FY2025				25,000	
Police	BP-16	AED Portable Defibs	5/1/2018	C	FY2025				30,000	
Police	BP-19	Tazers		RA	FY2025				25,000	
Police	VE-7	2020 Chevy Tahoe	12/1/2014	RA	FY2026					50,000
Police	VE-9	2019 Chevy Tahoe	12/1/2015	RA	FY2026					50,000
Police	BP-10	Portable Radios	6/1/2017	C	FY2026					90,000

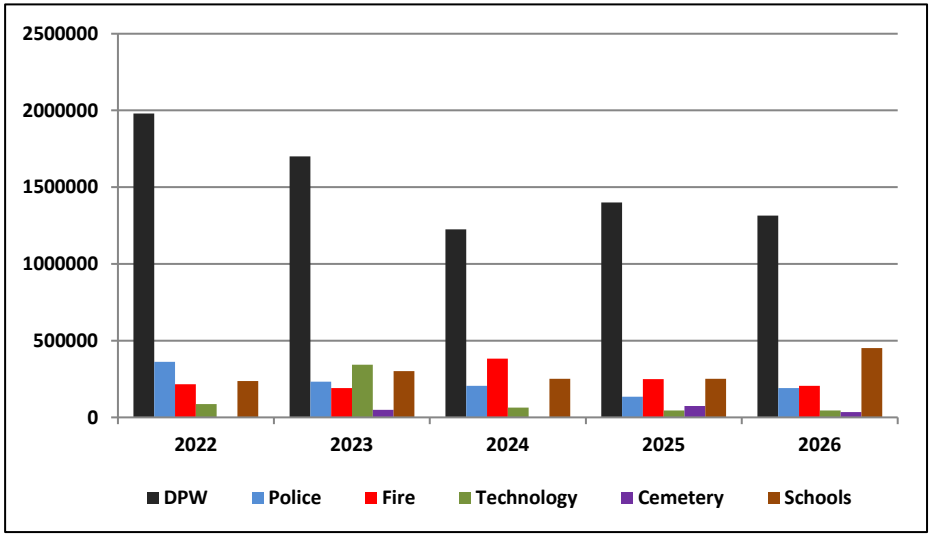
5 Year Capital Plan

Dept	Item #	DESCRIPTION	ACQUIRED	Fnd	REPLACE (FY)	2022	2023	2024	2025	2026
Fire	VE-16	1982 Boat Trailer, Motor & Gear	9/21/1982	RA	FY2022	15,000				
Fire	B	Public Safety (repairs)		B	FY2022	200,000				
Fire	VE-15(T1)	2005 KME Ladder Truck	2/24/2005	C	FY2023		100,000			
Fire	VE-18	2013 Chevy Pickup	5/1/2014	RA	FY2023		45,000			
Fire	A	Chest Compression Machine	7/1/2013	A	FY2023		45,000			
Fire	VE-19 A-1	2016 Chevy Ambulance	7/27/2017	A	FY2024			280,000		
Fire	VE-20 (Car 1)	2016 Ford Explorer	10/1/2015	C	FY2024			55,000		
Fire	A	Cot/Load System/Stair Chair		A	FY2024			48,000		
Fire	VE-9 (E2)	2001 KME Fire Engine	7/10/2001	BR	FY2025				Browwing	
Fire	VE021 (E5)	2008 Ford F-550	10/17/2008	C	FY2025				250,000	
Fire		Portable Radios	7/10/2003	T	FY2026					130,000
Fire		Cardiac Monitors		A	FY2026					75,000
Technology		Computer Replacement		RA	FY2022	42,000	44,000	44,000	45,000	46,000
Technology		Replace Virtualized Server		T	FY2022	35,000				
Technology		Firewall of Town Hall and PSB		T	FY2022	10,000				
Technology		Enterprise Financial Software		T	FY2023		300,000			
Technology		New SAN/Disk Array		T	FY2024			20,000		
Town		Sheds for Ball Fields (2)		B	FY2022	15,000	15,000			
Town		Tree Pruning - Town		C	FY2022	50,000				
Town		Repave Parking Lot		B	FY2024			43,000		
Cemetery	VE-6	2008 Ford F250 Utility Truck (use surplus from fire?)	2/24/2014	C	FY2023		50,000			
Cemetery	VE-3	2000 Ford F350 4x4 Dump Truck		C	FY2025				75,000	
Cemetery		Cemetery Software		T	FY2026					25,000
Cemetery	VE-5 Chief	Ferras Zero-Turn Mower	7/1/2016	C	FY2026					10,000
Oakmont	Regional	Fire Alarm Update		B	FY2022	53,890	53,890			
Overlook	Regional	Floor Replacement		B	FY2022	16,209	18,911	21,612		
Overlook	Regional	Reflashing Tower		B	FY2022	27,015				
WES		Sidewalk Repairs/Replacements		B	FY2022	15,000		15,000		
WES		Security		B	FY2022	50,000		50,000		
WES		Elevator Shaft Repair		B	FY2022	7,500				
MHS		Resurface Gym Floor		B	FY2022	17,000				
MHS		Security		B	FY2022	50,000		50,000		
District	Regional	Security System Phase 3		B	FY2023		54,370			
District	Regional	Replace 2 Special Education Vans		B	FY2023		27,185	27,185		
Oakmont	Regional	Ride on Floor Scrubber		B	FY2023		8,892			
Overlook	Regional	Repaving Driveway		B	FY2023		16,209			
WES		Air Conditioner Server Room		B	FY2023		7,000			
WES		Phone System		B	FY2023		75,000			
MHS		New Phone System		B	FY2023		40,000			
District	Regional	Lawn Mower		B	FY2024			11,961		
Oakmont	Regional	Beachers at Track		B	FY2024			32,334		
Oakmont	Regional	Auditorium Stage Lights		B	FY2024			43,112		
District	Regional	Security Updates		B	FY2025				54,370	
District	Regional	New Tractor		B	FY2025				29,904	
Oakmont	Regional	Phone System		B	FY2025				43,112	
Oakmont	Regional	Chiller Refurbishment		B	FY2025				32,334	

5 Year Capital Plan

Dept	Item #	DESCRIPTION	ACQUIRED	Fnd	REPLACE (FY)	2022	2023	2024	2025	2026
Oakmont	Regional	Driveway Repaving		B	FY2025				16,167	
WES		New Tractor		B	FY2025				38,000	
MHS		Motorized Partition - Gym/Cafeteria		B	FY2025				36,600	
Oakmont	Regional	Wireless Upgrade		B	FY2026					40,418
Oakmont	Regional	New Clock and Bell System		B	FY2026					150,892
Overlook	Regional	New Clock and Bell System		B	FY2026					97,254
Overlook	Regional	Overlook Field Repair		B	FY2026					13,508
WES		Building Management Upgrade		B	FY2026					50,000
MHS		New Generator		B	FY2026					100,000
						2,914,614	**2,833,457**	**2,171,204**	**2,155,487**	**2,243,072**

"Funding Key - RA=Raise & Appropriate | C=Capital Stabilization | B=Building Stabilization | T=Technology Stabilization | RDS=Road Stabilization | A=Ambulance Receipts | O=Other Funds 90=Chapter 90 Funds | S=Sewer Enterprise | W=Water Enterprise | BR=Borrowing | BR-WE=Borrowing Water Enterprise | BR-SE=Borrowing Sewer Enterprise"



Capital Plan Totals by Department					
DPW	$1,950,000	$1,700,000	$1,225,000	$1,400,000	$1,315,000
Police	$361,000	$233,000	$205,000	$135,000	$190,000
Fire	$215,000	$190,000	$383,000	$250,000	$205,000
Technology	$87,000	$344,000	$64,000	$45,000	$46,000
Town	$65,000	$15,000	$43,000	$0	$0
Cemetery	$0	$50,000	$0	$75,000	$35,000
Library	$0	$0	$0	$0	$0
MHS	$67,000	$40,000	$50,000	$36,600	$0
WES	$72,500	$82,000	$65,000	$38,000	$50,000
Oakmont	$53,890	$62,782	$75,446	$91,613	$191,310
Overlook	$43,224	$35,120	$21,612	$0	$110,762
District	$0	$81,555	$39,146	$84,274	$0
	$2,914,614	**$2,833,457**	**$2,171,204**	**$2,155,487**	**$2,143,072**

Capital Plan Totals General Government compared to Schools					
General Gov	$2,678,000	$2,532,000	$1,920,000	$1,905,000	$1,791,000
Schools	$236,614	$301,457	$251,204	$250,487	$352,072
	$2,914,614	**$2,833,457**	**$2,171,204**	**$2,155,487**	**$2,143,072**

Capital Planning Detail Sheets
Fiscal Years 2022 - 2026

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Road Maintenance		Fiscal Year 2022 - 2026
Department:	Highway - 422	Category/Priority 1B	Article#
Date Acquired		Item # DPW - R	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is for the annual road maintenance costs. These include the purchase of materials for road work such as drainage pipes, catch basins, manholes, gravel, and crushed stone. It also pays for catch basin cleaning, guardrail repair and replacement, sidewalk repair and replacement, asphalt for pot hole repairs, asphalt for paving, preventative maintenance such as crack sealing and stone sealing, and capital improvements such as reclaiming and paving, mill and overlay, berms, and tree removal.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	12	1,500,000	300,000	300,000	300,000	300,000	300,000

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Road Improvement Project			Fiscal Year 2022 - 2026
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - R	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request supplements the Annual Road Maintenance appropriation article as well as MassDOT Chapter 90 funding for the multi-year road improvement plan. This item is dependent on funding from landfill revenue. In the event the landfill closes or revenue decreases this item would be discussed/considered to be eliminated or reduced. Once the landfill is closed, transfers to the Road Maintenance Stabilization from landfill revenue would cease. The multi-year road improvement plan is for repairing and improving town roads and will utilize the town Pavement Management System program as guidance.

RECOMMENDED FUNDING

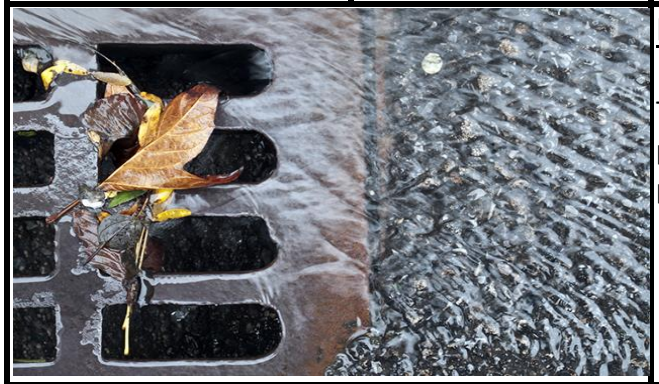
	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	12	2,500,000	500,000	500,000	500,000	500,000	500,000

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Storm Water MS4 Permit		Fiscal Year FY2022-TBD
Department:	Highway - 422	Category/Priority 1A	Article#
Date Acquired		Item # Highway	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $



Description and Justification

This request is for compliance with the Massachusetts Small MS4 General Permit. This permit is required by the US EPA. Money was set aside in Free cash for funding the annual permit compliance.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	15	TBD	50,000	50,000	50,000	50,000	50,000

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2008 Trackless Tractor MT			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	7/10/2008		Item # DPW - VE-3	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2008 Trackless Tractor MT. The equipment will be over 10 years old and used by the Highway Department for road maintenance. The equipment will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	160,000	160,000				
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2013 John Deere 6105R (mower only)			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	8/16/2013		Item # DPW - VE-26	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the 2013 John Deere 6105R Mower Attachment. The equipment is used for mowing and trimming brush along the side of the roads.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	100,000	100,000				
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2011 Ford F150 Pickup Truck			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	7/27/2011		Item # DPW - VE-28	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2011 Ford F150 Pickup Truck. The equipment will be over 10 years old and used by the Highway Department. The equipment will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	40,000	40,000				
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Road Maintenance - Easements Rte. 140			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - R	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This project may require property takings, i.e. permanent/temporary construction easements. This is to support the Rt 140 design/construction project that was approved in FY2016.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	7,10,14,15	100,000	100,000				

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Old Town Farm Rd Colvert			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - R	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Old Town Farm Road Culvert – Engineering and construction costs to replace twin 36-inch culverts. The replacement will aid in flooding/overtopping of the road due to insufficient size of the existing pipes.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	7	500,000	500,000				

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Water Meters (250)			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - W	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Water Meters (250) – Water meters have a useful life of 12-15 years with the start of the last replacement in 2007. We will be phasing the replacement of water meters over a 4-5 year period.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	9	240,000	75,000		80,000		85,000

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Pumping Station - Hager Park - Computer			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - W	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace the computer that runs the Hagar Park Pump Statsion.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	9	40,000	40,000				

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	DPW Building - Roof Repair			Fiscal Year 2022
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - Upper Reservoir Dam	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is for funds for repairing the back garage roof at the DPW site

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	2	75,000	75,000				
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Pumping Station - Hager Park		Fiscal Year 2023
Department:	Highway - 422	Category/Priority 1B	Article#
Date Acquired		Item # DPW - W	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Hager Park Pumping Station (water) – The Hager Park Pumping Station was built in 2001. We are proposing to purchase a new pump so that the existing pumps can be taken off line and repaired in phases. The redundancy is necessary to maintain the pump station.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	9	50,000		50,000			

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2005 John Deere Loader 544J			Fiscal Year 2023
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	6/22/2005		Item # DPW - VE-5	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2005 John Deere Loader 544J. The existing piece of equipment will be more than 16 years old. This vehicle may be able to be moved out a few years on the Capital Plan and will be discussed next year.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	250,000		250,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2012 JCB Backhoe			Fiscal Year 2023
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	8/30/2012		Item # DPW - VE-25	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2012 JCB Backhoe. The existing piece of equipment will be more than 10 years old. This piece of equipment may be able to be pushed out on the capital plan and will be discussed next year.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	150,000		150,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Water Storage Tank - Shady Ave			Fiscal Year 2023
Department:	Water		Category/Priority 1B	Article#
Date Acquired			Item # DPW - W	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Water Storage Tank – Shady Ave – The 1 million gallon concrete storage tank located on Goodridge Drive was built in 1970. An inspection was conducted in November 2018 which made recommendations to repair the exterior and interior wall surfaces as well as the interior floor due to cracks in the concrete.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	9	400,000		400,000			

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2015 Ford F350			Fiscal Year 2024
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	10/29/2014		Item # DPW - VE-9	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

2015 Ford F350 – Replace pickup truck used by the Highway Department. Vehicle will be due for replacement as it will have reached its useful life. This truck is used every work day and for emergency response and must be dependable.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	50,000			50,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2014 Ford F550 Truck			Fiscal Year 2024
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	11/25/2013		Item # DPW - VE-20	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2014 Ford F550 Truck. The equipment will be over 10 years old and will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	100,000			100,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2013 Ford E250 Cargo Van			Fiscal Year 2024
Department:	Water & Sewer		Category/Priority 1B	Article#
Date Acquired	10/31/2013		Item # DPW - VE-23	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2013 Ford F250 Cargo Van. The equipment will be over 10 years old and will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	8,9	40,000			40,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2000 Lee Boy Paver			Fiscal Year 2024
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	12/1/2000		Item # DPW - VE-27	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2000 Lee Boy L8 1000T Paver. The equipment will be over 20 years old and used by the Highway Department when paving roads. The equipment will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	100,000			100,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2014 Ford F350 Truck			Fiscal Year 2025
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	2/27/2014		Item # DPW - VE-10	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2014 Ford F350 Truck. The equipment will be over 10 years old and will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	100,000				100,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2005 Mack CV713 10-Wheel Truck			Fiscal Year 2025
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	4/5/2005		Item # DPW - VE-14	
Purchase [X] Lease [ ]	# of Units 1	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

2005 Mack CV713 10-Wheel Truck – Replace 10-wheel truck and sander used by the Highway Department. The vehicle will be due for replacement as it will have reached its useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	250,000				250,000	
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2004 Sewer Cleaning Jet			Fiscal Year 2025
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	4/5/2005		Item # DPW - W	
Purchase [X] Lease [ ]	# of Units 1	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

2004 Sewer Cleaning Jet – The cleaning jet is vital to the Sewer Department as it is used throughout the year for flushing sewer mains throughout the town. The repair costs have increased and it has reached its useful life. request is to replace a 2004 Sewer Cleaning Jet.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	8	100,000				100,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Pumping Station - Hager Park			Fiscal Year 2025
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired			Item # DPW - W	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Hager Park Pumping Station (water) – The Hager Park Pumping Station was built in 2001. We are proposing to replace the existing backup power generator as it has reached its useful life. Maintenance and repair costs have increased over the last two years.This project is for replacing and repairing the Hagar Park Pump Station.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	9	100,000				100,000	

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2010 Mack 6-Wheel Truck			Fiscal Year 2026
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	9/14/2009		Item # DPW - VE-15	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace a 2010 Mack 6-Wheel Truckr. The equipment is used year-round and is important during snow removal operations. The equipment will be 15 years old and will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	235,000					235,000
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2016 Chev K2500 Pick-Up Truck			Fiscal Year 2026
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	1/7/2016		Item # DPW - VE-16 (W/S)	
Purchase [X] Lease [ ]	# of Units 1	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace a 2016 Chev K2500 Pick-Up Truckk. The truck will be over 10 years old and used by the Water/Sewer Department for maintenance. The truck is used year-round and will have reached its expected useful life.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	8,9	45,000					45,000
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2005 International 4300			Fiscal Year 2026
Department:	Highway - 422		Category/Priority 1B	Article#
Date Acquired	2/14/2005		Item # DPW - VE-35	
Purchase [X] Lease [ ]	# of Units 1	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace a 2005 International 4300.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	8,9	100,000					100,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Public Safety - Building Repairs			Fiscal Year 2022
Department:	Police/Fire		Category/Priority 1B	Article#
Date Acquired			Item # Police/Fire	
Purchase [X] Lease [ ]	# of Units	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is for repairs to the Public Safety Building. In the Capital Plan you will see that the reuqest is split between the Police and Fire Departments but there is only one detail sheet and there will be only one article. The repairs are for roof, siding and window replacement/repairs

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	2	400,000	400,000				
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2011 Dodge Charger			Fiscal Year 2022
Department:	Police		Category/Priority 1B	Article#
Date Acquired	5/27/2011		Item # Police - VE-1	
Purchase [X] Lease [ ]	# of Units	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the 2011 Dodge Charger. This vehicle will have over 100,000 miles at he time of replacement.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	12	43,000	43,000				
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2015 Ford Explorer Utility (K9)			Fiscal Year 2022
Department:	Police		Category/Priority 1B	Article#
Date Acquired	2/1/2015		Item # Police - VE-6	
Purchase [X] Lease [ ]	# of Units	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the 2015 Ford Explorer Utility. This Utility was formerly the K9 vehicle and has been repurposed as a backup cruiser and School Resource Officer cruiser.

RECOMMENDED FUNDING

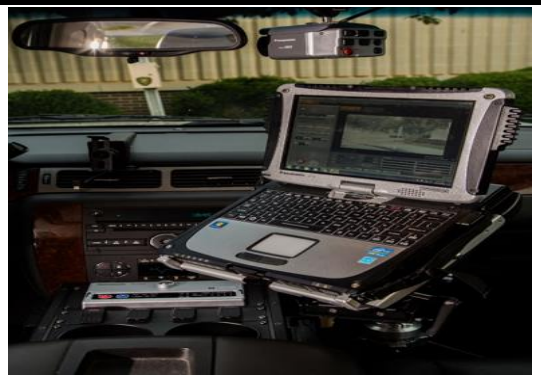
	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	53,000	53,000				
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cruiser Video Recorders			Fiscal Year 2022
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/1/2011		Item # Police - BP-12	
Purchase [X] Lease [ ]	# of Units 1	EUL 5	Trade In Yes [ ] No [X]	Trade in Amount $



Description and Justification

This request is to replace the cruiser video recorders. Cruiser video recorders have been installed in patrol cruisers for the past 25 years. The system activates when the cruisers blue emergency lights are activated or may activated manually if the officer chooses. Recorded video is automatically secured and stored in a server and retained according to state retention guidelines. Cruiser video protects the officer, the town and the public.

RECOMMENDED FUNDING

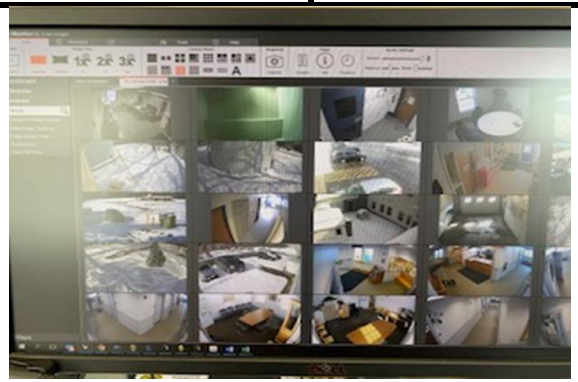
	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Fesiability Study							
Design							
Department Vehicles							
Department Equipment	3	65,000	65,000				
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Police/Dispatch Software			Fiscal Year 2023
Department:	Police		Category/Priority 1B	Article#
Date Acquired	1/1/2008		Item # Police - BP-5	
Purchase [X] Lease [ ]	# of Units 1	EUL 5	Trade In Yes [ ] No [X]	Trade in Amount $



Description and Justification

This request is to replace the dispatching software. Police /Dispatch Software is the departments record management system. This system is also used for dispatching police, fire and emergency medical services. The database of this system is shared with dozens of other communities in Massachusetts.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Fesiability Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	3	150,000		150,000			

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2013 Ford Interceptor			Fiscal Year 2023
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/30/2012		Item # Police - VE-2	
Purchase [X] Lease [ ]	# of Units 1	EUL 3	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Cruiser 7683 is assigned to up to three full-time officers and may also be used by part-time officers, out-of-town officers (for traffic control details) or other full-time officers while their assigned cruiser is being serviced or in use by another officer. This cruiser is often utilized 24 hours a day when being used on all three patrol shifts. In extremely cold weather this cruiser may run constantly (to protect medical equipment or keep the cruiser clear for immediate use) for several days at a time. Due to varying road conditions ranging from asphalt to dirt roads, wear and tear on suspension and other components are extensive. As a result, vehicle manufacturers estimate that 100,000 miles of use as a fleet police cruiser is equivalent to more than 250,000 miles of use by the average vehicle owner. As fleet vehicles age and mileage nears 100,000 our maintenance costs increase as we are not just replacing brakes and tires and performing periodic/preventative maintenance. We begin to repair or replace major components such as transmissions, air conditioning, and engine and suspension parts. There is also a very noticeable difference in vehicle handling characteristics as chassis components become worn and fatigued.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	53,000		53,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Firearms/Weapons			Fiscal Year 2023
Department:	Police		Category/Priority 1B	Article#
Date Acquired	2/1/2013		Item # Police - BP-13	
Purchase [X] Lease [ ]	# of Units	EUL 7	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the Firearms/Weapons. Department-issued handguns equipped with flashlights, holsters and magazine pouches. These need to be replaced every 10 years due to wear and tear from being carried by each officer in every weather extreme for more than 20,000 hours.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	30,000		30,000			
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2010 Polaris All Terrain (ATV)/Trailer			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	8/26/2010		Item # Police - VE-3	
Purchase [X] Lease [ ]	# of Units 1	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2010 Polaris All Terrain (ATV)/Trailer. A time of replacement it will be over 13 years old.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	15,000			15,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2016 Chevy Tahoe			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/1/2016		Item # Police - VE-5 (Chief)	
Purchase [X] Lease [ ]	# of Units	EUL 7	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2016 Chevy Tahoe. This is an administrative, take-home vehicle driven primarily by one person an average of 12k to 15k miles per year.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	50,000			50,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2017 Chevy Tahoe			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/1/2017		Item # Police - VE-14	
Purchase [X] Lease [ ]	# of Units	EUL 7	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace a 2017 Chevy Tahoe. This is an administrative, take-home vehicle driven primarily by one person an average of 12k to 15k miles per year.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	50,000			50,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Fingerprint Scanner			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	3/1/2013		Item # Police - BP-6	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the department fingerprint scanner. This scanner is required for processing arrests and licenses. Subject fingerprints are electronically scanned and sent to AFIS, a national fingerprint database, for processing to verify the identification of the person based on fingerprints.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	3	25,000			25,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Bullet Proof Vests			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/1/2014		Item # Police - BP-11	
Purchase [X] Lease [ ]	# of Units	EUL 7	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the bullet proof vests. Body armor manufacturers specify a 5-year replacement for all body armor. This is due to perspiration and wear and tear.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	40,000			40,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Traffic Radar/Lydar			Fiscal Year 2024
Department:	Police		Category/Priority 1B	Article#
Date Acquired	7/1/2011		Item # Police - BP-18	
Purchase [X] Lease [ ]	# of Units	EUL 7	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace the Traffic Radar/Lydar.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	25,000			25,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2015 Ford Interceptor Utility			Fiscal Year 2025
Department:	Police		Category/Priority 1B	Article#
Date Acquired	5/9/2015		Item # Police - VE-4	
Purchase [X] Lease [ ]	# of Units 1	EUL 5	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Cruiser 4073 is assigned to up to three full-time officers and may also be used by part-time officers, out-of-town officers (for traffic control details) or other full-time officers while their assigned cruiser is being serviced or in use by another officer. This cruiser is often utilized 24 hours a day when being used on all three patrol shifts. In extremely cold weather this cruiser may run constantly (to protect medical equipment or keep the cruiser clear for immediate use) for several days at a time. Due to varying road conditions ranging from asphalt to dirt roads, wear and tear on suspension and other components are extensive. As a result, vehicle manufacturers estimate that 100,000 miles of use as a fleet police cruiser is equivalent to more than 250,000 miles of use by the average vehicle owner. As fleet vehicles age and mileage nears 100,000 our maintenance costs increase as we are not just replacing brakes and tires and performing periodic/preventative maintenance. We begin to repair or replace major components such as transmissions, air conditioning, and engine and suspension parts. There is also a very noticeable difference in vehicle handling characteristics as chassis components become worn and fatigued.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	12	55,000				55,000	
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2018 Message Board			Fiscal Year 2025
Department:	Police		Category/Priority 1B	Article#
Date Acquired	3/1/2018		Item # Police - VE-12	
Purchase [X] Lease [ ]	# of Units 1	EUL 5	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the 2018 Message Board. The Police Department utilizes message boards throughout town as they are also equipped with radar equipment and speed displays. These trailers are subject to roadside conditions including extreme temperatures and salt/calcium exposure during winter months.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	25,000				25,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	AED Portable Defibs			Fiscal Year 2025
Department:	Police		Category/Priority 1B	Article#
Date Acquired	5/1/2018		Item # Police - BP-16	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the AED Portable Defibs. Automatic External Defibrulators are carried in each cruiser. Due to wear and tear as well as ever-changing technology, these need to be replaced regularly.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	30,000				30,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Tazers			Fiscal Year 2025
Department:	Police		Category/Priority 1B	Article#
Date Acquired			Item # Police - BP-19	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request is to replace Tazers

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	25,000				25,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2020 Chevy Tahoe			Fiscal Year 2026
Department:	Police		Category/Priority 1B	Article#
Date Acquired	12/1/2014		Item # Police - VE-7	
Purchase [X] Lease [ ]	# of Units	EUL 20	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request if to replace the 2020 Chevy Tahoe.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	50,000					50,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2019 Chevy Tahoe			Fiscal Year 2026
Department:	Police		Category/Priority 1B	Article#
Date Acquired	12/1/2015		Item # Police - VE-9	
Purchase [X] Lease [ ]	# of Units	EUL 20	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

This request if to replace the 2019 Chevy Tahoe.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	50,000					50,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Portable Radios			Fiscal Year 2026
Department:	Police		Category/Priority 1B	Article#
Date Acquired	6/1/2017		Item # Police - BP - 10	
Purchase [X] Lease [ ]	# of Units	EUL 20	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request if to replace portable radios. Portable radios are lifelines for officers. They are worn on duty belts and are subject to being banged around, dropped and exposure to all weather conditions. Evolving technology has improved greatly enhancing officer safety.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	90,000					90,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	1982 Boat Trailer/Motor & Cold Water Gear			Fiscal Year 2022
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	9/21/1982		Item # Fire - VE-16	
Purchase [X] Lease [ ]	# of Units 1	EUL 8	Trade In Yes [X] No [ ]	Trade in Amount

Description and Justification

This request is for the replacement of Motor and Trailer for the Boat. In addition the cold water gear will also be replaced. The current motor and trailer were purchased in 1982 and are past their life expectancy.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	15,000	15,000				
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2005 KME Ladder Truck			Fiscal Year 2023
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	2/24/2005		Item # Fire - VE-15	
Purchase [X] Lease [ ]	# of Units	EUL 20	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

The request is money to refurbish the Tower Truck (Tower 1). The purpose of this money will be mitigate corrosion and to extend the useful life of the vehicle.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	100,000		100,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2013 Chevy Pickup			Fiscal Year 2023
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	5/1/2014		Item # VE-18	
Purchase [X] Lease [ ]	# of Units 2	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This is a utility vehicle that has many uses. It is used for picking up and transporting hose, equipment for incidents and towing specialty trailers for emergency incidents. It is also used for an inspectional vehicle to reduce wear and tear on the emergency response vehicle and for members to attend training and education.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	12	45,000		45,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Chest Compression Machine			Fiscal Year 2023
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	7/27/2007 (1) & 2010 (1)		Item # Ambulance (Equipment)	
Purchase [X] Lease [ ]	# of Units 2	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This is a scheduled replacement on the Capital Improvement Plan. These machines provide continuous quality CPR to patients. The replacement is based on 10-year service life to maintain with protocol and technology changes.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	13	45,000		45,000			
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2016 Chevy Ambulance			Fiscal Year 2024
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	7/27/2007		Item # VE-19 (A-1)	
Purchase [X] Lease [ ]	# of Units 2	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Scheduled Capital Improvement Plan replacement of Ambulance 1. Ambulance 1 is an ALS ambulance that is a primary response/transport ambulance. The vehicle will have reached its 10-year service life expectancy. There are two ambulances and one vehicle is replaced every five years.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	13	280,000			280,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2016 Ford Explorer			Fiscal Year 2024
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	7/27/2007		Item # VE-20 (Car 1)	
Purchase [X] Lease [ ]	# of Units 2	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

This request is to replace the 2016 Ford Explorer. This vehicle is the primary vehicle used by the Captain. This vehicle is used for responding to medical, fire and rescue calls. It is also one of two command and control vehicles containing radio and communication equipment used during major incidents. The vehicle incurs excessive wear due to the nature of the job. It experiences long idle times and frequent above average driving conditions.

RECOMMENDED FUNDING

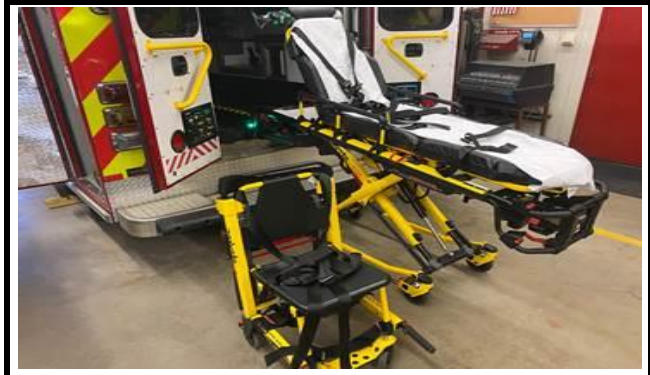
	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	55,000			55,000		
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cot/Load System/Stair Chair			Fiscal Year 2024
Department:	Fire		Category/Priority 1B	Article#
Date Acquired			Item # Ambulance	
Purchase [X] Lease [ ]	# of Units 1	EUL 10	Trade In Yes [ ] No [X]	Trade in Amount $



Description and Justification

Replacement of stretcher, loading and carry devices for the ambulance. These devices are on the same 10 year schedule as the ambulance.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	13	48,000			48,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2001 KME Fire Engine			Fiscal Year 2025 - 2029
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	7/10/2001		Item # Fire - VE-9	
Purchase [X] Lease [ ]	# of Units 1	EUL 20	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

Engine 2 is a 2001 KME Excel Pumper/Tanker with a 1,500gpm pump and carries 2,500 gallons of water for response to areas of town without municipal water. This vehicles primary responsibilities include use as an attack engine, a tanker for tanker shuttles and primary water supply vehicle. It also carries the departments rural water supply equipment for water supply operations. This vehicle was refurbished in FY18 to extend the vehicles life expectancy to FY2025. Due to the lag time to build a new Fire Engine this request will be voted on the 2024 Town Meeting. The bond for this engine will be placed on the debt schedule starting in FY2025.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	14	600,000				Vote FY2024 ATM	
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	2008 Ford F-550			Fiscal Year 2025
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	10/17/2008		Item # Fire - VE-21	
Purchase [X] Lease [ ]	# of Units 1	EUL 8	Trade In Yes [X] No [ ]	Trade in Amount

Description and Justification

Planned replacements of the brush truck/mini pumper. This vehicle has multiple uses including off road use for brush fires, use in place of larger vehicles when 4x4 capability is needed for fast attack and reduce wear on larger vehicle for response to special hazard areas. This vehicle receives more frequently use by the department for incidents that do not require the response of a large vehicle to reduce wear on the larger vehicles.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	250,000				250,000	
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Portable Radios			Fiscal Year 2026
Department:	Fire		Category/Priority 1B	Article#
Date Acquired	7/10/2003		Item # Fire -	
Purchase [X] Lease [ ]	# of Units 1	EUL 8	Trade In Yes [X] No [ ]	Trade in Amount

Description and Justification

Planned replacements for the departments portable radios.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	3	130,000					130,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cardiac Monitors			Fiscal Year 2026
Department:	Fire		Category/Priority 1B	Article#
Date Acquired			Item # Fire -	
Purchase [X] Lease [ ]	# of Units 1	EUL 8	Trade In Yes [X] No [ ]	Trade in Amount

Description and Justification

Planned replacements for the departments Cardiac Monitors.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	13	75,000					75,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Computer Replacement			Fiscal Year 2022 - 2026
Department:	Technology		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Description and Justification

The request is for the annual computer replacement program. This covers computer equipment, printers and software for all town departments.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	12	221,000	42,000	44,000	44,000	45,000	46,000
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Technology Plan			Fiscal Year 2022
Department:	Technology		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for upgrading the following

Firewall of Town Hall and PSB	$10,000
Replace Virtualized Server	$35,000

Total	$45,000

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	3	45,000	45,000				
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Technology Plan			Fiscal Year 2023
Department:	Technology		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for implementing an enterprise financial software package that is hosted. The Town currently uses a few different systems to manage its financial operations. The accounting software, water billing, treasurer collector, and all the other departments use different programs to track finances. In order to keep tighter controls on budgets and have real time visibility for departments to know where they stand financially a ERP package is being recommended.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	3	300,000		300,000			

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Technology Plan			Fiscal Year 2024
Department:	Technology		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for upgrading the following

New Scan/Disk Array $20,000

Total $20,000

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	3	20,000			20,000		
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Sheds for Ball Fields (2)			Fiscal Year 2022
Department:	Town		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for replacing the two sheds at the ball fields.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	30,000	15,000	15,000			
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Tree Pruning - Town			Fiscal Year 2022
Department:	Town Hall		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for pruning trees around town. There are many trees that need pruning an this should be done for safety reasons.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint							
Other	1	50,000	50,000				

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Town Hall - Re-Pave Parking Lot			Fiscal Year 2024
Department:	Town Hall		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for re-paving the Town Hall parking lot. The parking lot has a number of sunken spots that are becoming a safety concern.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	2	43,000				43,000	
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cemetery - 2008 Ford F250 Utility Truck			Fiscal Year 2023
Department:	Cemetery		Category/Priority 1B	Article#
Date Acquired	2/24/2014		Item # VE-6	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for replacing the 2008 Ford F250 Utility Truck.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	50,000		50,000			
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cemetery - 2000 Ford F350 4x4 Dump Truck			Fiscal Year 2025
Department:	Cemetery		Category/Priority 1B	Article#
Date Acquired	2/24/2014		Item # VE-3	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for replacing the 2000 Ford F350 4x4 Dump Truck.

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles	1	75,000				75,000	
Department Equipment							
Bldg Const/Repair/Maint							
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	Cemetery FY2026 Plan			Fiscal Year 2026
Department:	Cemetery		Category/Priority 1B	Article#
Date Acquired	4/10/2008		Item # VE-2	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

Computer Software - $25,000
Ferras Zero-Turn Mower - $10,000

Total $35,000

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment	1	10,000					10,000
Bldg Const/Repair/Maint							
Other	3	25,000					25,000

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects		Fiscal Year 2022
Department:	Oakmont, Overlook and District	Category/Priority 1B	Article#
Date Acquired		Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification - The request is for capital items at Oakmont, Overlook and the District. The amounts reflect the Town of Westminsters portion only.

Fire Alarm Update (OAK)	$53,890
Floor Replacement (Over)	$16,209
Reflashing Tower (Over)	$27,015
TOTAL ==>	**$97,114**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	97,114	97,114				
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects			Fiscal Year 2022
Department:	Meetinghouse & WES		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for capital items at Meetinghouse and Westminster Elementary Schools:

Sidewalk Repairs/Replacements (WES)	$15,000
Security (WES)	$50,000
Elevator Shaft Repairs (WES)	$ 7,500
Reserface Gym Floor (MHS)	$17,000
Security (MHS)	$50,000
TOTAL ==>	**$139,500**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	139,500	139,500				
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects		Fiscal Year 2023
Department:	Oakmont, Overlook and District	Category/Priority 1B	Article#
Date Acquired		Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification - The request is for capital items at Oakmont, Overlook and the District. The amounts reflect the Town of Westminsters portion only.

Security System Phase 3 (Dist)	$54,370
Replace 2 Special Education Vans (Dist)	$27,185
Ride on Floor Scrubber (OAK)	$ 8,892
Repaving Driveway (Over)	$16,209
TOTAL ==>	**$106,656**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	106,656		106,656			
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects			Fiscal Year 2023
Department:	Meetinghouse & WES		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for capital items at Meetinghouse and Westminster Elementary Schools:

Air Conditioner Server Room (WES)	$7,000
Phone System (WES)	$75,000
New Phone System (MHS)	$40,000
TOTAL ==>	**$122,000**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	122,000		122,000			
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects		Fiscal Year 2024
Department:	Oakmont, Overlook and District	Category/Priority 1B	Article#
Date Acquired		Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification - The request is for capital items at Oakmont, Overlook and the District. The amounts reflect the Town of Westminsters portion only.

Lawn Mower (Dist)	$11,961
Bleahers at Track (OAK)	$32,334
Auditorium Stage Lights (OAK)	$43,112
TOTAL ==>	**$87,407**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	87,407			87,407		
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects			Fiscal Year 2024
Department:	Meetinghouse & WES		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for capital items at Meetinghouse and Westminster Elementary Schools:

TOTAL ==> $0

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2						
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects		Fiscal Year 2025
Department:	Oakmont, Overlook and District	Category/Priority 1B	Article#
Date Acquired		Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification - The request is for capital items at Oakmont, Overlook and the District. The amounts reflect the Town of Westminsters portion only.

Security Updates (Dist)	$54,370
New Tractor (Dist)	$29,904
Phone System (OAK)	$43,112
Chiller Refirbushment (OAK)	$32,334
Driveway Repaving (OAK)	$16,167
TOTAL ==>	**$175,887**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	175,887				175,887	
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects			Fiscal Year 2025
Department:	Meetinghouse & WES		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for capital items at Meetinghouse and Westminster Elementary Schools:

New Tractor (WES)	$38,000
Motorized Partition - Gym/Cafeteria (MHS)	$36,600
TOTAL ==>	**$74,600**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	74,600				74,600	
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects		Fiscal Year 2026
Department:	Oakmont, Overlook and District	Category/Priority 1B	Article#
Date Acquired		Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification - The request is for capital items at Oakmont, Overlook and the District. The amounts reflect the Town of Westminsters portion only.

Wireless Upgrade (OAK)	$40,418
New Clock and Bell System (OAK)	$150,892
New Clock and Bell System (Over)	$97,254
Overlook Field Repairs (Over)	$13,508
TOTAL ==>	**$302,072**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	302,072					302,072
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

CAPITAL IMPROVEMENT PLAN
DETAIL SHEET

Project Title:	School Capital Projects			Fiscal Year 2026
Department:	Meetinghouse & WES		Category/Priority 1B	Article#
Date Acquired			Item #	
Purchase [X] Lease [ ]	# of Units	EUL	Trade In Yes [ ] No [X]	Trade in Amount $

Insert Picture

Description and Justification

The request is for capital items at Meetinghouse and Westminster Elementary Schools:

Building Mgmt Upgrade (WES)	$50,000
Building Generator (MHS)	$100,000
TOTAL ==>	**$150,000**

RECOMMENDED FUNDING

	Source of Funds	Total Cost	Estimated Expenditures by Fiscal Year				
			2022	2023	2024	2025	2026
Feasibility Study							
Design							
Department Vehicles							
Department Equipment							
Bldg Const/Repair/Maint	2	150,000					150,000
Other							

Funding Source Legend

(1) Capital Equipment Stabilization	(2) Building Stabilization	(3) Technology Stabilization	(4) General Stabilization
(5) Free Cash	(6) Pension/Retirement Stabilization	(7) Road Stabilization	(8) Sewer Enterprise Fund
(9) Water Enterprise Fund	(10) Ch 90	(11) Transfer Station Enterprise Fund	(12) Raise & Appropriate
(13) Ambulance Receipts	(14) Borrowing	(15) Other	(16) Grant

Town of Westminster
Appendix
Financial Policies

TOWN OF WESTMINSTER
Capital Improvement Budget Policies
Updated as of 9/16/14

Purpose:

The Capital Improvement Plan (CIP) is a multi-year plan used to determine the financing and timing of capital projects for the Town of Westminster. It contains a list of capital projects proposed for the Town within the next five years and reflects the recommendations of citizens, boards, commissions, and staff from each of the Town departments. The CIP provides an overview of each proposed project and lists the cost, funding method and the fiscal year the estimated expenditures will take place.

Policy:

1. The Town will develop a multi-year capital plan following the Town's adopted financial policies and priorities. The Capital Planning Committee may consider items not currently on the multi-year capital plan in order for the Town to take advantage of time sensitive opportunities, alternative funding sources, and in cases of public safety.

2. The Town Capital Planning Committee will recommend an annual capital budget based on the multi-year capital improvement plan.

3. The Town departments, Committees and Boards will develop their capital equipment replacement plan to be included in the multi-year capital plan. Additionally, the Departments, Committees, and Boards should estimate any additional maintenance costs on that equipment, to be included in the development of the Town's operating budget.

4. Capital needs shall be identified and placed on the capital plan regardless of funding source. No additional capital equipment shall be acquired outside of the capital plan. (For example, donated, department transfer, and grant funded purchases).
5. The Town will maintain all its assets at a level adequate to protect the Town's capital investment and to minimize future maintenance and replacement costs.

6. The Town, as part of its capital planning process, will project its equipment replacement and maintenance needs for at least the next 5 years and will update this projection each year. From this projection, a maintenance and replacement schedule will be developed and followed.

7. The Capital Planning Committee will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to Town Meeting for approval.

8. The Capital Planning Committee will determine the least costly financing method for all new projects.

9. Future capital requests that are targeted for funding from Stabilization Funds should be noted in the CIP. The CIP should also show the current Stabilization Fund balances and the balances based on the future capital requests.

10. If capital equipment is acquired for free, it should be replaced for free to prevent fleet creep.

11. For seldom used equipment, departments should look into renting, leasing or borrowing equipment when possible.

TOWN OF WESTMINSTER
Debt Management Policy
Updated as of 9/16/14

Purpose:

- To establish criteria for the issuance of debt obligations so as not to exceed acceptable levels of indebtedness,
- To incorporate the Town's Capital Improvement Plan, which reflects a commitment to meet infrastructure needs through a planned program of future financing,
- To make available to investors and rating agencies evidence of the Town's commitment to financial management, and
- To state the guiding principles and general policies related to debt management.

Policy:

1. The Town will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues

2. On an annual basis, the Town Treasurer in conjunction with the Town Accountant and Capital Planning Committee will evaluate debt-funding scenarios, including proposed lease-purchase financings, as part of its annual Five-Year Capital Improvement Program process in order to prioritize future financing needs.

3. Total annual debt service for general obligation debt (principal & interest) should not exceed 5% of total annual estimated operating revenue[1].

4. Total general-obligation debt will not exceed that provided in the state statue under Mass General Laws Chapter 44 Section 10 which is 5% of Equalized Valuations[2].

5. The Town will finance capital projects through the issuance of debt for the shortest period practical but in any event not in excess of the anticipated useful life of the financed asset.

6. Where possible, the Town will use special assessment, revenues or other self-supporting bonds, instead of general obligation bonds.

7. The Town will not fund current operating expenditures through the issuance of debt (other than in connection with the issuance of tax anticipation notes).

8. During emergency situations, the Town may issue debt to provide emergency infrastructure repairs or replacement.

9. The Town may issue bond anticipation notes as a form of short-term permanent financing (generally up to five years under the current statutes) by renewing the notes over a number of years and reducing the principal amount of notes on renewal.

10. When bond anticipation notes are issued on capital projects that require long term financing, the Town will retire bond anticipation debt within six months after completion of the project.

11. The Town will maintain good communications with bond rating agencies about its financial condition. The Town will follow a policy of full disclosure on every financial report and bond prospectus per SEC regulations.

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[1] Total annual estimated operating revenue is the Towns combined estimated local receipts, state aid & property taxes
[2] An estimate of the full and fair cash value of all property in the Commonwealth as of a certain taxable date

TOWN OF WESTMINSTER
Reserve Policy
Updated as of 9/16/14

Purpose:

- To establish criteria for determining target balances for free cash and stabilization funds.
- To improve financial planning and help preserve the Town's financial position and credit rating.
- To incorporate funding of the Town's Capital Improvement Plan, which reflects a commitment to meet infrastructure needs through a planned program of future financing.

Free Cash Policy:

1. The Town will strive to generate an annual certified free cash balance in an amount equal to 3 to 5 percent of its total annual estimated operating revenue[1].

2. Free cash will be considered a non-recurring revenue source and should only be used to fund one- time expenditures, a capital purpose or to replenish other reserves and should not be used to directly supplement current year departmental operations.

3. Free cash will not be depleted in any years, so that the following year's calculation will begin with a positive balance. A minimum balance of $250,000 should be maintained annually.

4. The use of free cash requires an appropriation by Town meeting and must never be used unless certified by the Department of Revenue.

5. If free cash is used to stabilize the tax levy, the Town should retain an incrementally larger portion of free cash as unexpended to either serve as a beginning point in the subsequent year's free cash calculation, or to fund one-time capital purchases or the stabilization fund. For example when distributing the certified free cash to the stabilization funds the amount of free cash held back should include the amount forecasted to be used in the next fiscal year to stabilize the tax levy and the minimum balance amount listed above.

Stabilization Fund Policy:

1. The Town will strive to maintain minimum stabilization fund balances as follows:

Stabilization Fund- General	$1.000,000
Stabilization Fund-Capital Equipment	$200,000
Stabilization Fund-Building Maintenance	$100,000
Stabilization Fund-Technology	$50,000
Stabilization Fund-Other Post-Employment Benefits	$50,000
Stabilization Fund-Road Maintenance	$50,000

(The total combined balances in all funds may not exceed 10% of Equalized Valuation[2])

2. The Town will restrict the use of stabilization funds to non-recurring expenditures and capital needs.
3. In accordance with Mass General Law, all appropriations into and out of the stabilization funds require a 2/3 vote of Town meeting.
4. Expenditures from stabilization funds shall be restricted to the specific purpose for which the fund was established (unless a transfer to another existing stabilization fund) and may include debt service.

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[1] Total annual estimated operating revenue is the Towns combined estimated local receipts, state aid & property taxes
[2] An estimate of the full and fair cash value of all property in the Commonwealth as of a certain taxable date