



TOWN OF TEMPLETON
Capital Planning Committee

160 Patriots Road
East Templeton, MA 01438

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From: Capital Planning Committee
To: Board of Selectman, Town Administrator
Date: February 12, 2018
Subject: Capital Planning Recommendations

The Capital Planning Committee kicked off the FY 2019 budget process in October. After two years of not having a quorum, this year the Committee did have a quorum at every meeting. Department participation was high, and the representatives were engaged and knowledgeable leading to very productive discussions.

When determining our recommendations, the committee is slightly disadvantaged by not knowing the available funds for capital expenditures. Nonetheless the committee based our recommendations on the merits, perceived need, and an assumed capital budget of \$100,000.

The Community Preservation Committee did not attend any of our meetings to present any FY 2019 capital projects. Should any CPC funded projects arise that meet the criteria of a capital expenditure the committee will meet with the CPC at that time.

The Sewer department does have a capital request but did not have the information to present before preparing our recommendations. The committee will be meeting with the Sewer Department within the next couple of weeks.

The School Committee Chairwoman attended a meeting but could not speak to any capital requests the NRSD would bring forward in FY 2019. The new Elementary School is still included in the Master Capital Plan since construction has not been completed.

The Board of Health communicated to the committee that their vehicle is still in working order and they would not be making a request to replace it.

The Town Clerk submitted a request for three new voting machines but is looking for them in FY 2020.

Emergency Management is still requesting a ¾ ton pickup truck. The members are using their personal vehicles to deploy department equipment from site to site. The department is not necessarily requesting a new truck, they would benefit from a dependable transferred vehicle from another department. The DPW is willing to see if the two departments can work out a process where Emergency Management could borrow a DPW truck when they need to deploy equipment.

Doug Morrison, Chairman
Board of Selectman Member

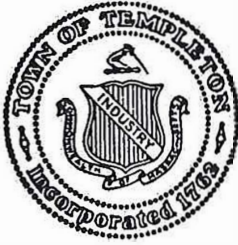
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Member at Large

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Non-Tax Impacting Requests:

- The Assessor's Office has requested an upgrade to their Vision Software. The current version is no longer supported and is incompatible with newer Town and State software. Out of date software also poses a potential data risk should any software or hardware failure occur. The upgrade would be paid for with the Assessors overlay funds and would not have any tax impact.
- The Cable Commission has a well thought out five-year Capital Plan. Being a self-funded department, their requests do not have any tax impact.
- The COA is requesting the completion of the senior center Kitchen, which would be the last project of the original construction and would be paid for with the remaining debt exclusion funds and private donations. There would not be any tax impact.
- The DPW is working with Templeton Light & Water to try and transfer a bucket truck. The DPW has received a grant and many private donations to start phase 1 of the Gillman Waite irrigation project. The project will be completed in three phases over the next few years.
- The Library still wants to make renovations which are outlined in the Mater Capital Plan, these renovations would be paid for through their gift account and would not have any tax impact.
- The Police Department has outlined four important requests that will be funded through the E911 grant and would not have any tax impact.

Separately Debt Excluded Requests:

Two large capital requests were presented for FY 2019 which are at a higher cost than the Town could fund through normal capital funding sources. The committee recommends these requests be presented for Town Meeting approval as separate articles from the general capital article.

- The Police Station renovation at a cost of 2,000,000.
- A new Fire Engine at a cost of 500,000.

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Tax Impacting Requests:

The departments submitted 24 capital request that are tax impacting. The committee reviewed these requests and set our recommendations based on their merit, perceived need, and benefit to the community. We were able to rank 8 of the 24 projects before exceeding the assumed \$100,000 budget limit.

1. Fire Department – Air Packs – First Responders Life Safety
2. DPW – F550 Dump and Plow – Replaces inoperable equip – Public Safety
3. Police Department – 2011 Cruiser – Front line vehicle – Public Safety
4. DPW – Gas Tractor – Daily use during Spring, Summer, and Fall
5. DPW – TC Fire Station Doors – Currently unreliable – Public Safety
6. DPW – DPW Building Entry Door – Rusted, holes, heat loss, and safety issue
7. DPW – Town Hall Windows – Third phase, energy efficiency
8. DPW – TC Fire Station Training Room A/C – Conducive learning environment

A few of the remaining requests were not considered because they were not prioritized by the department or the department did not provide any cost estimate. The others were either lower priority, lower overall benefit, or alternative options may exist.

The committee was surprised to find that 7 of the capital requests approved at Town Meeting for FY 2018 have yet to be completed. We are 7 months into FY 2018 by not completing these projects not only is the not benefiting from them, we are not following the direction of the voters and not fulfilling the community's expectations.

Five Year Capital Projection	2019	2020	2021	2022	2023
Total of All Capital Requests	295,193	692,539	559,062	532,256	463,080

Over the last couple of years, we have been able to make some modest capital investment, and that investment is beginning to level out the overall plan. Our serious lack of capital investment over the last 20 years has put us in a position of having old equipment and extremely high maintenance cost. Our projected annual capital investment continues to inch higher year after year.

5 Year Average	508,426
10 Year Average	479,506
15 Year Average	464,165
20 Year Average	541,329
Projected Annual Capital Investment	498,357

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Department	Capital Asset	Proposed Replacement/Improvement	Calculated Age	Expected Life	Department Priority	Committee Ranking	Fiscal Year Requested	Possible Funding Source	Years to Borrow at 6.00%	Estimated Non-Taxpayer Funded Expense	Estimated Taxpayer Funded Expense	2019	2020	2021	2022	2023
DPW	H-8 1994 International 6 wheel plow/sand	Ordered Special Town Meeting-94 will be surplus	24	20			0	2018			176,300	0	0	0	0	0
DPW-B&G	DPW Office Roof		0	25			0	2018			10,000	0	0	0	0	0
DPW-B&G	Fire Station 1 Roof		0	25			0	2018			10,000	0	0	0	0	0
DPW-B&G	GX445 Gas Tractor		0	3			0	2018			8,500	0	0	0	0	0
DPW-B&G	GX445 Gas Tractor		0	3			0	2018			8,500	0	0	0	0	0
DPW-B&G	Senior Center Siding		0	25			0	2018			100,000	0	0	0	0	0
DPW-B&G	Town Hall Partial Air Conditioning		0	25			0	2018			18,500	0	0	0	0	0
Fire Dept	Engine 3 - 1987 GMC Pumper	Debt Excluded Tax Revenue Offsets this expense	31	20			0	2019	Debt Exclusion	20	500,000	0	0	0	0	0
NRSD	Elementary School Building	Debt Excluded Tax Revenue Offsets this expense	0	50			0	2018	Debt Excl/MSBA	40	47,550,000	0	0	0	0	0
Police	Police Station Renovations	Debt Excluded Tax Revenue Offsets this expense	0	40			0	2019	Debt Exclusion	40	2,133,200	0	0	0	0	0
Assessors	Vision Software	Upgrade to new version	0	5			0	2019	Overlay Fund		25,000	0	0	0	0	0
CableComm	Misc Small Equip Replacement: Cameras, Computers, etc		0	5			0	2019	Cable Fund		15,000	0	0	0	0	0
CableComm	NRMS Live Feed Equipment		0	5			0	2019	Cable Fund		5,500	0	0	0	0	0
COA	Studio Equipment		0	5			0	2019	Cable Fund		60,000	0	0	0	0	0
COA	Senior Center Kitchen		0	25			0	2019	Cable Fund		45,000	0	0	0	0	0
DPW	H-23 Bucket Truck	requested light dept surplus	0	15			0	2019	Debt Transfer		0	0	0	0	0	0
DPW-B&G	Irrigation Gilman waste field	Phase 1	0	40			0	2019	Grant/Donations		40,000	0	0	0	0	0
Library	Building Addition		0	50			0	2019	Gift Fund		0	0	0	0	0	0
Library	Finish Attic Space		0	50			0	2019	Gift Fund		18,500	0	0	0	0	0
Library	Foundation & Mechanical Maintenance		0	25			0	2019	Gift/CPC		23,700	0	0	0	0	0
Library	General Exterior Maintenance		0	25			0	2019	Gift/CPC		34,700	0	0	0	0	0
Library	General Interior Maintenance		0	25			0	2019	Gift/CPC		12,750	0	0	0	0	0
Library	Roof Repair & Maintenance		0	50			0	2019	Gift Fund		15,000	0	0	0	0	0
Police	Cruiser MTDs or Equivalent		19	6			0	2019	E911		32,000	0	0	0	0	0
Police	New Purchase	Live Scan System	3	10			0	2019	E911		20,000	0	0	0	0	0
Police	Radio System Upgrades		0	10			0	2019	E911		75,000	0	0	0	0	0
Police	WAN System (Wide Area Network)		0	15			2	2019			33,000	33,000	0	0	0	0
Fire Dept	Scott Air Packs (20) - Required by 2020		-1	12			1	2019		5	83,000	19,704	19,704	19,704	19,704	19,704
DPW	New Purchase	Ford F550 Dump w/Plow	7	5			3	2019		5	44,000	10,445	10,445	10,445	10,445	10,445
DPW-B&G	2011 Ford Crown Victoria	Replace with Explorer	0	3			2	2019			8,500	0	0	0	0	0
DPW-B&G	GX445 Gas Tractor		0	20			5	2019			13,000	0	0	0	0	0
DPW-B&G	Fire Dept T.C. Over head Doors		0	20			6	2019			3,350	0	0	0	0	0
DPW-B&G	Highway Entry Door		0	20			9	2019			5,600	0	0	0	0	0
DPW-B&G	Town Hall Window Replacement		0	20			14	2019			3,350	0	0	0	0	0
DPW-B&G	Fire Dept T.C. AC Training Room		0	25			18	2019			3,350	0	0	0	0	0
DPW	New Purchase	Sign Making Machine	0	20			98	2019	Defer		18,000	0	0	0	0	0
DPW-B&G	X740 Diesel Tractor	Infield Groomer	0	5			4	98	2019	Defer	22,000	0	0	0	0	0
DPW-B&G	Police Dept Boiler		0	20			6	98	2019	Defer	7,600	0	0	0	0	0
DPW-B&G	Town Hall Security Alarm		0	20			12	98	2019	Defer	4,900	0	0	0	0	0
DPW-B&G	Cemetery Roof 39 Bridge St		0	25			15	98	2019	Defer	9,150	0	0	0	0	0
DPW-B&G	Pine Grove Cemetery Master Plan		0	40			16	98	2019	Defer	65,000	0	0	0	0	0
DPW-B&G	Highway Boiler		0	25			17	98	2019	Defer	13,000	0	0	0	0	0
DPW-B&G	Highway Over head doors Mechanic Bay		0	20			19	98	2019	Defer	8,400	0	0	0	0	0
EngMgmt	New Purchase	3/4 Ton Pickup Truck - new/used/transfer	0	9			1	98	2019	Defer	35,000	0	0	0	0	0
Police	2009 Ford Taurus		11	8			2	98	2019	Defer	32,000	7,597	7,597	7,597	7,597	7,597
Police	2007 Chevy Impala		0	15			5	99	2019	Defer-No Dept Priority	0	0	0	0	0	0
DPW-B&G	Highway Breaker Panel		0	15			5	99	2019	Defer-No Cost Est	0	0	0	0	0	0
DPW-B&G	Fire Dept T.C. Electrical Panel		0	15			7	99	2019	Defer-No Cost Est	0	0	0	0	0	0
DPW-B&G	Fire Dept Baldwinville Electrical Sub Panel		0	15			8	99	2019	Defer-No Cost Est	0	0	0	0	0	0
DPW-B&G	Town Hall Front Door		0	20			11	99	2019	Defer-No Cost Est	0	0	0	0	0	0
DPW-B&G	Town Hall ADA Doors & Hardware		0	25			13	99	2019	Defer-No Cost Est	0	0	0	0	0	0
Assessors	Waterproof File Cabinets		0	25			2043				0	0	0	0	0	0
BOH	2003 Chevy S-10 Blazer (new/used/transfer)	Ford Explorer New/Used/Transfer	15	5			2020				35,000	0	35,000	0	0	0
CableComm	Misc Small Equip Replacement: Cameras, Computers, etc		0	5			2020	Cable Fund			15,000	0	0	0	0	0
CableComm	Misc Small Equip Replacement: Cameras, Computers, etc		0	5			2021	Cable Fund			15,000	0	0	0	0	0
CableComm	Misc Small Equip Replacement: Cameras, Computers, etc		0	5			2022	Cable Fund			15,000	0	0	0	0	0
CableComm	Misc Small Equip Replacement: Cameras, Computers, etc		0	5			2023	Cable Fund			15,000	0	0	0	0	0
COA	2007 Ford Eldorado-wheelchair lift		11	10			2020				3,000	0	3,000	0	0	0
COA	2008 Chevy Hot & Cold Truck		10	10			2020				50,000	0	50,000	0	0	0
COA	75KWV 3 Phase Propane Generator		0	25			2020				40,000	0	40,000	0	0	0
COA	2011 Ford Eldorado-wheelchair lift		7	10			2021				3,000	0	3,000	0	0	0
COA	2012 Ford Eldorado-wheelchair lift		6	10			2021				3,000	0	3,000	0	0	0
COA	2006 Toyota Scion	Mart Owned	12	15			2022				35,000	0	35,000	0	0	0
DPW	H-10 2003 1 ton pick up (Mechanic)		15	12			2020				39,661	0	39,661	0	0	0
DPW	H-6 2001 Elgin Sweeper		17	15			2020				217,218	0	217,218	0	0	0

Department	Capital Asset	Proposed Replacement/Improvement	Calculated Age	Expected Useful Life	Department Priority	Committee Ranking	Fiscal Year Requested	Possible Funding Source	Years to Borrow at 6.00%	Estimated Non-Taxpayer Funded Expense	Estimated Taxpayer Funded Expense	2019	2020	2021	2022	2023
DPW	H-11 1984 Mack 10 wheel Plow sander		34	20			2021				176,300	0	0	176,300	0	0
DPW	H-18 1988 Mobark chipper		30	15			2021				70,700	0	0	70,700	0	0
DPW	H-35 2001 Ford 1 Ton Dump/ Plow		17	12			2021				64,235	0	0	64,235	0	0
DPW	H-31 Air Compressor		0	20			2022				10,000	0	0	0	10,000	0
DPW	H-33 2003 Ford F350 (Foreman Truck)		15	12			2022				63,420	0	0	0	63,420	0
DPW	H-5 2001 Trackless Side walk plow & attach		17	15			2022				171,776	0	0	0	171,776	0
DPW	CD-1 2010 Ford Explorer (Director Vehicle)		8	12			2023				30,369	0	0	0	30,369	0
DPW	M-11 1975 Catch Basin Truck		43	15			2023				194,786	0	0	0	194,786	0
DPW	H-26 1960 Cement Mixer		58	20			2024				15,138	0	0	0	0	0
DPW	H-37 Small Roller		0	20			2025				176,300	0	0	0	0	0
DPW	H-7 1995 Ford F7000 ^ wheel/Plow & Sander		23	20			2025				163,800	0	0	0	0	0
DPW	H-9 2000 freightliner 6 wheel plow sander		18	20			2025				179,655	0	0	0	0	0
DPW	H-13 1996 Volvo Loader-L90C		22	20			2026				82,909	0	0	0	0	0
DPW	H-17 1999 1 Ton dump/Plow		19	12			2027				154,800	0	0	0	0	0
DPW	H-24 1975 6 wheel flatbed		43	20			2028				156,047	0	0	0	0	0
DPW	H-3 1997 Volvo Loader L70		21	20			2029				154,800	0	0	0	0	0
DPW	H-32 military truck 6 wheel		0	20			2029				179,655	0	0	0	0	0
DPW	H-20 2014 Volvo Loader L90		4	20			2030				154,800	0	0	0	0	0
DPW	H-21 1985 Ford 6 wheel sander		33	20			2031				226,850	0	0	0	0	0
DPW	H-12 2007 Mack 10 wheel plow sander		11	20			2032				254,898	0	0	0	0	0
DPW	H-15 2015 Volvo Excavator		3	20			2035					0	0	0	0	0
DPW	H-19 1971 utility Trailer		47	15			2099					0	0	0	0	0
DPW	H-22 2013 Trailer		5	15			2099					0	0	0	0	0
DPW	H-27 1987 International Trailer		31	15			2099					0	0	0	0	0
DPW	H-29 1981 John deere Tractor/bush hog		37	25			2099					0	0	0	0	0
DPW	H-39 Large roller		0	20			2099					0	0	0	0	0
DPW	H-4 1994 Dresser 870 Grader		24	20			2099					0	0	0	0	0
DPW	H-40 Berm Machine		0	20			2099					0	0	0	0	0
DPW	H-41 Screening Plant		0	20			2099					0	0	0	0	0
DPW	H-42 1998 Trailer		20	15			2099					0	0	0	0	0
DPW	New Purchase		0	5			2099					0	0	0	0	0
DPW	H-1 2005 Ford Explorer	Walk Behind Sidewalk Sweeper	13	12			2100					0	0	0	0	0
DPW-B&G	Irrigation Gilman waite field	Replaced with CD1 (Surplus)	0	40	3		2020				15,000	0	15,000	0	0	0
DPW-B&G	Irrigation Gilman waite field	Phase 2	0	40	3		2021				15,000	0	0	15,000	0	0
DPW-B&G	Fire Station 2 Roof	Phase 3	0	25			2020			8,500		0	0	0	0	0
DPW-B&G	GX545 Gas Tractor		0	3			2020					0	0	0	0	0
DPW-B&G	Senior Center Lower Level Function Room		0	50			2021				75,000	0	0	75,000	0	0
DPW-B&G	Senior Center Folding Wall		0	50			2022				10,000	0	0	0	10,000	0
DPW-B&G	Senior Center Wheelchair Lift		0	25			2022				45,000	0	0	0	45,000	0
DPW-B&G	Senior Center Outside Deck		0	50			2023				19,000	0	0	0	19,000	0
DPW-B&G	Z Trak 997		0	3			2023				64,235	0	0	0	0	0
DPW-B&G	CD-3 2012 1 Ton Dump/Plow		6	12			2024				64,235	0	0	0	0	0
DPW-B&G	CD-5 2011 1 Ton Dump/Plow		7	12			2027				26,000	0	0	0	0	0
DPW-B&G	3320 John Deere 1 Tractor		0	15			2028				6,000	0	0	0	0	0
DPW-B&G	2001 Equipment Trailer		17	20			2036				6,000	0	0	0	0	0
DPW-B&G	CD-4 2007 JCB Backhoe		11	20			2037				60,000	0	0	0	0	0
EmrgMgmt	Equipment Trailer		4				2020					0	0	0	0	0
EmrgMgmt	10K Diesel Generator		18				2020				7,500	0	7,500	0	0	0
EmrgMgmt	Integrity Dual Axle Utility Trailer - Red Cert Trailer		32				2025				10,000	0	0	0	0	0
EmrgMgmt	ASTI Electronic Message Board		5				2034				5,000	0	0	0	0	0
EmrgMgmt	Magnum Light Tower / Generator (Trailer)		10				2038				15,000	0	0	0	0	0
EmrgMgmt	TEREX Light Tower / Generator (Trailer)		10				2038				7,500	0	0	0	0	0
EmrgMgmt	2 - Lucas Chest Compression System		5				2043				7,500	0	0	0	0	0
Fire Dept	Ambulance 2 - 2007 Ford E450 Ambulance		0	10			2020				35,000	0	35,000	0	0	0
Fire Dept	Chief Truck - 2007 Ford Expedition		11	10			2020		10		300,000	0	40,760	40,760	0	0
Fire Dept	3 - IV Infusion Pump	Pickup Truck	11	5			2020		5		55,000	0	13,057	13,057	13,057	0
Fire Dept	FEP - Forestry 2 - 1978 Chevy 4x4		0				2021		20		15,000	0	0	5,667	5,667	0
Fire Dept	Engine 2 - 1989 E1 Pumper		40	20			2021		20		65,000	0	0	39,233	39,233	0
Fire Dept	Tanker 1 - 1989 GMC 500/3000		19	20			2022		20		450,000	0	0	0	0	0
Fire Dept	Ambulance 1 - 2014 Ford E450 ALS Ambulance		29	20			2023		20		400,000	0	0	0	0	0
Fire Dept	FEP - 1994 Utility Truck		4	10			2024		10		300,000	0	0	0	0	0
Fire Dept	Engine 1 - 2003 KME Panther	Chief's Truck Acquired in 2020	34	10			2024		20		450,000	0	0	0	0	0
Fire Dept	FEP - Forestry 1 - 1983 AMG		15	20			2025		20		65,000	0	0	0	0	0
Fire Dept	Ladder 1 - 2006 KME Aerial Ladder		35	20			2026		20		900,000	0	0	0	0	0
Fire Dept	FEP - Forestry 3 - 1985 5 Ton General		12	20			2026		20		900,000	0	0	0	0	0
Fire Dept			33	20			2027					0	0	0	0	0