

SUMMARY OF CIP CHANGES FROM 2019 TO 2020

From Text of CIP Report

For the CIP budget prepared this year, the CIPC, established \$1,368,387 as the 2020 expense total for all Capital and Bond financed projects. This represents an increase of \$12,649 (less than 1%) over the CIP adopted by the Planning Board for 2019. This total is over \$100,000 less than the target amount of \$1,475,988.

Discussions from Planning Board Minutes

10/23/2019 Planning Board Meeting Minutes:

A. 6:00 PM **Capital Improvements Plan** to be presented to the Planning Board.

Review and Public Hearing will take place at a subsequent Planning Board meeting.

Selectmen's Representative Robinson presented a summary of the changes to the **Capital Improvements Plan** (CIP).

Selectmen's Representative Robinson said the bond payment schedule as shown in the draft CIP spreadsheet is incorrect, but is only off by a little bit. With everything in the CIP and the bond payments that have become part of the CIP calculation, the total CIP budget is up twelve thousand dollars (\$12,000) over last year's CIP budget. The amount of \$12,000 is less than a 1% increase over last year's CIP budget. Selectmen's Representative Robinson said you could also say the CIP budget is about \$100,000 under what was the CIP target was for this year. The CIP target was set in 2012.

Selectmen's Representative Robinson said they recently realized that the lighting at the Kanc Rec Area needed to be replaced for this upcoming ski season in 2019 without having any other sources of funding available. In order to do so, the Town had to spend some money from other parts of the CIP this year and the CIP Committee wants to replenish that money next year. That action affected a few different line items such as: monies set aside for the groomer, snow guns, Kanc Recreation infrastructure, and the Recreation Department's general operating budget. As part of this plan, the CIP Committee recommends putting money back into the CIP accounts for the groomer, snow guns, and the Kanc Recreation infrastructure.

Selectmen's Representative Robinson said they decreased the amount going into engineering as they have a good reserve built up.

Selectmen's Representative Robinson said they increased the estimated cost for the town wide dispatch communication center. Upgrading the Town wide dispatch communication center is a three-phase process: (1) the first phase was completed this year, (2) the second phase the Town hopes to increase over the next two years, and (3) the third phase is out five years.

Selectmen's Representative Robinson said they delayed some funding for fire trucks, pushing one of the vehicles out a year and one of the vehicles was accelerated (i.e., the Town bought a new rescue vehicle this year). The Town accepted a bid for the old truck at \$12,000 and the Town bought a used truck for about \$90,000 but they anticipated having to pay about \$140,000.

Selectmen's Representative Robinson said they put money toward the engineering design feasibility for a new town services building for police and fire. The CIP had a nonmonetary suggestion for the Planning Board is to form a committee to work on designing what the Town needs for a Town services building and to put together the information the Town would need to give an engineer.

Selectmen's Representative Robinson said they are putting more money into the CIP account for a US Route 3 water storage tank, and they have scheduled out putting in amounts of \$50,000 per year, so if the Town can fund the one water storage tank up on US Route 3 with a grant, they are going to do it soon and bond the rest, so the \$50,000 will go from a CIP savings account to bond payments.

Selectmen's Representative Robinson said they are putting more money into CIP account to dredge the sewer lagoons to get the task completed within the next three years.

Selectmen's Representative Robinson said they are putting more money into designing a sewer treatment facility over the next few years.

Selectmen's Representative Robinson said they are buying a new sidewalk plowing/mowing tractor in 2020, which was originally scheduled for 2021.

Selectmen's Representative Robinson said they are adding a new line item for levy maintenance for \$10,000 a year, and will then bumping it up to \$20,000 a year.

11/13/2019 Planning Board Meeting Minutes:

A. 6:00 PM **Capital Improvements Plan (CIP)** to be presented for public review and Public Hearing will take place at a subsequent Planning Board meeting.

Alternate Beaudin presented the key points of the CIP in Robinson's absence. The CIP has an increase of \$12,000 which is a 1% increase.

- The Kanc Rec Center lighting needed to be replaced as it was a safety hazard, so that money came out of existing capital reserve funds. This expenditure affected some things the Town currently had in the budget, so the CIP Committee recommended taking the money out of several other related Capital Reserve Funds listed in the CIP to fund it.
- The CIP Committee decreased the amount going into "Engineering" as the Town has a good reserve built up there already.

- The CIP Committee increased the amount going into the dispatch communication center, which made a total of around \$500,000 at its completion, so the CIP Committee needed to increase the amount contributed for that.
- Fire Chief Beard delayed the anticipated purchase date for some of the funds to be used to purchase fire vehicles as we bought a new-to-us (used) rescue vehicle this year.
- The CIP Committee put some money toward the engineering and design for a new town services building (police and fire) just to put together a committee for down the road.
- The CIP Committee is also looking at putting more money into the CIP for the US Route 3 water storage tank - \$50,000 a year so we can work towards finding a solution with the Town's grant.
- The sewer lagoons will need to be dredged soon, so we ended up putting more money into that.
- The CIP Committee put money into investigating whether we need to design a new sewer treatment facility.
- The Town has also looked at buying a sidewalk plowing and mowing tractor. They need to have some better equipment for that.
- Last, one of the things the CIP Committee did was add money for levy maintenance; it was at \$10,000 a year and the CIP Committee recommends bumping it up to \$20,000 per year after that because when the levy is finished we will need the money to keep the annual maintenance schedule.

In summary, there was a big push this year to look at the infrastructure for the Town so we can get a little ahead of what we need.

Vice Chair Chenard asked about the fire department's capital reserve. Beaudin clarified that the CIP Committee took some money out of the fire department's capital reserve funds – Chief Beard allowed that so we could work on some other projects.

They will have a public hearing on a later date.

12/11/2019 Planning Board Meeting Minutes:

CIP Discussion:

Target of 3%

Alternate Beaudin asked about the discussion of a three percent (3%) increase in some CIP Committee meeting minutes as he did not see a three percent (3%) increase in the CIP. He asked what the three percent (3%) increase was all about.

Town Manager Burbank explained that the three percent increase (3%) was the initial goal or maximum target increase proposed by the CIP Committee at the beginning of the CIP Committee process, and was not an actual fiscal increase. Alternate Beaudin is the Budget Committee's representative to the CIP Committee and the proposed amount of the increase was stated at the very beginning of those meetings.

Alternate Beaudin stated the proposed budget for FY 2020 is \$1,376,670, which is an increase of approximately \$20,000 from a FY 2019 budget of \$1,355,738.

Selectman's Representative Robinson informed the Planning Board that the Board of Selectman has not voted on their budget as of yet but will do so with the anticipation of an approximate three percent (3%) increase over last fiscal year, which will include some warrant articles being added to the budget.