

**Town of
MERRIMAC, MASS.**

**Report of the
CAPITAL PLANNING COMMITTEE**

FY2021

**A Summary of the recommendations
To be presented at the
Annual Town Meetings
To be held on:**

**Monday June 15, 2020
5:00 P.M.
At the Helen R. Donaghue School**

**Report of the
Capital Planning Committee
Town of Merrimac
Fiscal Year 2021**

The Capital Planning Committee met with numerous department heads and committees during February and March, 2020 to review Capital requests for Fiscal Year 2021 and projected Capital requests through Fiscal Year 2021. The Committee reviews all Capital requests with an anticipated life duration of at least five years and an initial cost of \$10,000 or more. Generally, the criteria applied in developing recommendations in order of priority are: 1) necessary to respond to State or Federal mandates; 2) public safety and/or health considerations; and 3) operational necessity.

Attached is a Summary of our Recommendations together with the Requests by Department reflecting the votes of the Capital Planning Committee for Fiscal Year 2021. Departments were asked to project their anticipated Capital requests for the next five fiscal years so the Town can plan accordingly. We have numerous challenges facing us as a community.

Respectfully Submitted,

Mike Marden, Chairperson & representing Finance Committee

Sandra Venner

David Cressman

Andrew Dick

Marcia Zosack, alternate Finance Committee Representative

Holly Moran, representing Board of Selectmen

Carol McLeod, Finance Director (Ex-Officio)

FY2021 - Capital Planning Recommendations

Summary

Free Cash

Total Available	\$	438,192
Capital Requests	\$	(253,000)
Balance for Other Requests	\$	185,192

Water Retained Earnings

Total Available	\$	268,512
Capital Requests	\$	(265,000)
Balance for Other Requests	\$	3,512

Wastewater - Sewer Development as of 12/31/19

Total Available	\$	458,375
Capital Requests	\$	(230,000)
Balance for Other Requests	\$	228,375

Wastewater Retained Earnings

Total Available	\$	52,625
Less I&I Reserved	\$	(37,000)
Balance for Other Requests	\$	15,625

Stabilization Balance	\$	931,738
Ambulance Stabilization	\$	29,582
Capital Stabilization	\$	358,157
Total Stabilization as of 12/31/19	\$	1,319,477

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount					Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25		
Police								
Police Cruiser	Replacement	\$ 57,000	\$ -	\$ 57,000	\$ -	\$ 57,000	Free Cash	Yes 4 - 0
Administrative Police Cruiser	Replacement	\$ -	\$ 45,000	\$ -	\$ -	\$ -		
Fire Arms	Replacement	\$ -	\$ -	\$ 20,000	\$ -	\$ -		
Computer Server	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 20,000		
Radios	Replacement	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
Sub-total Police		\$ 57,000	\$ 45,000	\$ 77,000	\$ 60,000	\$ 77,000		
Fire								
#1 - Engine 31	Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#2 - Engine 34	Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#3 - Tower 1	Replacement	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#4 - Pickup 39 / Rescue 36	Replacement	\$ 325,000	\$ -	\$ -	\$ -	\$ -	Borrowing	Yes 4 - 0
#5 - Building Renovations	Replacement	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -		
#6 - Ambulance 38	Replacement	\$ -	\$ -	\$ -	\$ 275,000	\$ -		
#7 - Garage Doors & Openers	Replacement *	\$ 80,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#8 - Bathroom & Minor Renovations	New	\$ 50,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#9 - Fire Alarm System	Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -		No 0-4
#10 - Sprinkler System	New	\$ -	\$ -	\$ 500,000	\$ -	\$ -		
#11 - Access & Security	New	\$ 30,000	\$ -	\$ -	\$ -	\$ -	Free Cash	Yes 4 - 0
#12 - Command Vehicle - C1	Replacement	\$ -	\$ 65,000	\$ -	\$ -	\$ -		
Sub-total Fire		\$ 3,585,000	\$ 65,000	\$ 4,500,000	\$ 275,000	\$ -		
COA								
8 - 10 Passenger Van with wheelchair lift	Replacement	\$ 55,000	\$ -	\$ -	\$ -	\$ -		No 0-4
Parking Lot and Driveway	Replacement	\$ 6,000	\$ -	\$ -	\$ -	\$ -		Yes 4 - 0
1st floor Rugs (lobby and offices)	Replacement	\$ 10,000	\$ -	\$ -	\$ -	\$ -		Yes 4 - 0
Sub-total COA		\$ 71,000	\$ -	\$ -	\$ -	\$ -		
Highway								
Town wide road improvements	Replacement	\$ 250,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	Override	Yes 3 - 1
John Deere 444 Loader	Replacement	\$ 197,000	\$ -	\$ -	\$ -	\$ -	Borrowing	Yes 4 - 0
Ford F 800 Dump Truck / W Plow/ Sander (H7)	Replacement	\$ 197,000	\$ -	\$ -	\$ -	\$ -	*	*
International Dump/Sander/ W Plow (H8)	Replacement	\$ -	\$ 197,000	\$ -	\$ -	\$ -		
Ford F450 Dump Truck/ W Plow/ W Sander (H14)	Replacement	\$ -	\$ 80,000	\$ -	\$ -	\$ -		
International Dump Sander / W Plow (H6)	Replacement	\$ -	\$ -	\$ 197,000	\$ -	\$ -		
Ford F450 Dump Truck / W Plow (H11)	Replacement	\$ -	\$ -	\$ 80,000	\$ -	\$ -		
Ford F450 Dump Truck / W Plow (H10)	Replacement	\$ -	\$ -	\$ -	\$ 80,000	\$ -		
Ford 3930 Tractor/ Mid Mount Mower	Replacement	\$ -	\$ -	\$ -	\$ 140,000	\$ -		
Morebark Brush Chipper	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 55,000		
Johnston MX450 Sweeper	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 250,000		
Lee Boy Roller	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 45,000		
Falcon Hot Box	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 30,000		
Sub-total Highway		\$ 644,000	\$ 777,000	\$ 777,000	\$ 720,000	\$ 880,000		

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount					Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25		
Cemetery								
Ransome Bobcat 36" Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
Wright Stander X52 " mower	Replacement	\$ -	\$ 15,000	\$ -	\$ -	\$ -		
Wright Velke 48" Mower	Replacement	\$ -	\$ 10,000	\$ -	\$ -	\$ -		
John Deere X743 Mower	Replacement	\$ -	\$ 15,000	\$ -	\$ -	\$ -		
Sub-total Cemetery		\$ -	\$ 40,000	\$ -	\$ -	\$ -		
Parks & Recreation								
Chevy 1 Ton Dump Truck	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	P&R Revolving	Yes 4 - 0
TI520 New Holland Tractor	Replacement	\$ -	\$ 25,000	\$ -	\$ -	\$ -		
Kubota F3680 Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
John Deere X730 Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
Belmont Landscape Trailer	Replacement	\$ -	\$ 5,000	\$ -	\$ -	\$ -		
Sub-total Parks & Rec		\$ 50,000	\$ 30,000	\$ -	\$ -	\$ -		
Water								
Meter Replacement	Replacement	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	Retained Earnings	Yes 4 - 0
Well Replacements (10 wells)	Replacement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Retained Earnings	Yes 4 - 0
Building Maintenance Road Replacement	Replacement	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	Retained Earnings	Yes 4 - 0
Water Infrastructure	Replacement	\$ 110,000	\$ 110,000	\$ 150,000	\$ 150,000	\$ 150,000	Retained Earnings	Yes 4 - 0
Roadway Compressor	Replacement	\$ -	\$ -	\$ 25,000	\$ -	\$ -		
Truck Replacement 1	Replacement	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
Truck Replacement 2	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 60,000		
Sub-total Water		\$ 265,000	\$ 265,000	\$ 325,000	\$ 360,000	\$ 360,000		
Wastewater								
Plant Improvements	Replacement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Sewer Capital	Yes 4 - 0
Plant Engineering	New	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Water Meters	Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Truck Replacement	Replacement	\$ -	\$ 70,000	\$ -	\$ -	\$ -		
Generator Additional Funds	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Sub-total Wastewater		\$ 230,000	\$ 170,000	\$ 100,000	\$ 100,000	\$ 100,000		
Library								
Parking Lot Pavement	Replacement	\$ 80,000	\$ -	\$ -	\$ -	\$ -	Free Cash	Yes 4 - 0
Sub-total Library		\$ 80,000	\$ -	\$ -	\$ -	\$ -		
Town Hall								
Exterior Building Repairs	Replacement	\$ 298,970.00					Transfers - Reserves	Yes 4-0
Exterior Painting	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -		No 4 - 0
Sub-total Town Hall		\$ 348,970	\$ -	\$ -	\$ -	\$ -		
Sweetsir								
Building - Awning Roof	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -		No 4 - 0
Remove Asbestos Tiles	Replacement	\$ -	\$ 150,000	\$ -	\$ -	\$ -		
Replace Fire Alarm System	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Not Capital	No 4 - 0
Replace PA System	Replacement	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -		

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount					Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25		
Camera/Surveillance	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -	Not Capital	No 4 - 0
Renovate Kitchen	Replacement	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -		
Renovate Restrooms	Replacement	\$ -	\$ 200,000	\$ -	\$ -	\$ -		
Replace Potable Water Plumbing	Replacement	\$ -	\$ 250,000	\$ -	\$ -	\$ -		
Repair/Seal Coat	Replacement	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -		
Sub-total Sweetsir		\$ 90,000	\$ 600,000	\$ 300,000	\$ -	\$ -		
Donaghue								
HVAC	Replacement	\$ -	\$ -	\$ 150,000	\$ -	\$ -		
Boilers/Heating Plant	Replacement	\$ -	\$ 400,000	\$ -	\$ -	\$ -	Apply to MSBA	
Replace Fire Alarm System	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Not Capital	No 4 - 0
Replace Stairwell Treads	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -		No 4 - 0
Camera Surveillance	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -	Not Capital	No 4 - 0
Replace Window Door systems	Replacement	\$ 250,000	\$ -	\$ -	\$ -	\$ -	Apply to MSBA	No 4 - 0
Classroom Electrical Upgrade	Replacement	\$ -	\$ 30,000	\$ -	\$ -	\$ -		
Replace PA System	Replacement	\$ -	\$ -	\$ 100,000	\$ -	\$ -		
Replace Potable Water Plumbing	Replacement	\$ -	\$ 250,000	\$ -	\$ -	\$ -	Apply to MSBA	
Renovate Restrooms	Replacement	\$ -	\$ -	\$ 100,000	\$ -	\$ -		
Repair/Seal Coat	Replacement	\$ -	\$ -	\$ 75,000	\$ -	\$ -		
Sub-total Donaghue		\$ 370,000	\$ 680,000	\$ 425,000	\$ -	\$ -		
Total Requests		\$ 5,790,970	\$ 2,672,000	\$ 6,504,000	\$ 1,515,000	\$ 1,417,000		

Tax Impact on Home Valued at \$428,433

Resulting from Debt Exclusions and General Overrides

Debt Exclusions - Impact on property tax rate is for the duration of debt service - usually 20 years for major capital expenditures.

	Amount	FY2017	FY2018	FY2019	FY2020	FY2021
Town Hall Renovation and Addition	\$ 2,850,000	\$ 80	\$ 73	\$ 84	\$ 78	\$ 69
Construction of New Library	\$ 2,351,263	\$ 68	\$ 62	\$ 71	\$ 68	\$ 61
Police Station Project	\$ 6,500,000	-	-	-	\$ 55	\$ 166
PRSD Middle/High School Project						\$ 375
Total Debt Exclusions		\$ 148	\$ 135	\$ 156	\$ 200	\$ 671

General Overrides - Impact on property tax rate is permanent and can increase each year by 2 1/2%, but decreases when reevaluated property values go up.

	Amount	FY2017	FY2018	FY2019	FY2020	FY2021
School Operating Budget - FY2002	\$ 167,768	\$ 116	\$ 115	\$ 132	\$ 130	\$ 117
School Operating Budget - FY2003	\$ 243,818	\$ 165	\$ 163	\$ 178	\$ 173	\$ 174
Library Operating Budget - FY2005	\$ 35,034	\$ 23	\$ 22	\$ 24	\$ 24	\$ 24
School Operating Budget - FY2006	\$ 484,500	\$ 304	\$ 300	\$ 329	\$ 320	\$ 321
EMT-Firefighter - FY2008	\$ 47,000	\$ 28	\$ 28	\$ 30	\$ 30	\$ 30
COA Nutrition Program - FY2008	\$ 31,700	\$ 18	\$ 18	\$ 20	\$ 19	\$ 19
On Call Firefighter/EMT - FY2009	\$ 50,000	\$ 29	\$ 29	\$ 32	\$ 31	\$ 31
Schools Operating Budget - FY2010	\$ 315,000	\$ 179	\$ 177	\$ 194	\$ 188	\$ 189
Schools Operating Budget - FY2017	\$ 100,000	\$ 48	\$ 47	\$ 52	\$ 50	\$ 50
Police Officers - FY2021	\$ 190,000					\$ 89
Townwide Roadways - FY2021	\$ 250,000					\$ 117
Total General Overrides		\$ 910	\$ 898	\$ 990	\$ 965	\$ 1,160

Combined Total Impact of Debt Exclusions and Overrides	\$ 1,057	\$ 1,033	\$ 1,146	\$ 1,165	\$ 1,830
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