

Town of
MERRIMAC, MASS.

Report of the
CAPITAL PLANNING COMMITTEE

FY2019

**Summary of the recommendations
to be presented at the Special and Annual Town Meetings**

Monday April 30, 2018

7:30 P.M. and 7:45 P.M. respectively

At the Dr. Frederick N. Sweetsir School

THE TOWN OF MERRIMAC

2018 ANNUAL REPORT OF THE CAPITAL PLANNING COMMITTEE

As in past years, town departments were requested to submit documentation supporting capital items for consideration for Fiscal Year 2019 and anticipated capital items through Fiscal Year 2023. Capital item requests must have an anticipated life duration of at least five years and an initial cost of \$10,000 or more. During the months of February/March, 2018 the committee met with department heads to review supporting documentation. Generally, the criteria applied in developing recommendations in order of priority are: a) necessary to respond to State or Federal mandates; b) public health and/or safety consideration; and c) operational necessity. Attached is a FY2019 Summary together with anticipated needs through FY2023.

Following discussion, the Capital Planning Committee made the following recommendations for Town Meeting to be held on April 30, 2018 for capital expenditures in Fiscal Year 2019:

1. **Police Department:** Purchase of 1 Police Cruiser (\$45,000) from Free Cash. Vote 5-0.
2. **Fire Department:** Purchase of an Ambulance (200,000) from Free Cash \$100,000; Ambulance Stabilization \$50,000; Capital Stabilization \$50,000. Vote 4-0. Purchase of a Pumper Truck via borrowing/lease (\$900,000). Vote 0-5.
3. **Highway Department:** Culvert Repair Engineering Bear Hill Road (\$107,000) from Free Cash. Vote 5-0. Purchase of 6 Wheel Dump/Plow Truck (\$188,280) via borrowing/lease. Vote 5-0.
4. **Water Department:** Support Water Infrastructure (\$125,000), Water Meter Replacement (\$30,000), and Underground Electrical (\$33,000) via transfer from Water Privilege/ Retained Earnings. Vote 5-0.
5. **Wastewater Department:** To support transfer from Wastewater Department Retained Earnings for sewer meter replacement (\$30,000), 2 Hydromagnetic Pumps (\$16,000) and Main Building Generator (\$200,000). Vote 5-0.
6. **Library:** To support additional cost of metal roof replacement (\$275,000) via a borrowing. Vote 5-0.
7. **Town Hall Repairs:** Replace Roof with Slate Roof (\$402,000); Replace Windows (\$405,000); Repoint Bricks (\$338,000). To be funded via Borrowing/Grants. Vote 5-0.
8. **Sweetsir School:** Replace Fire Alarm System. Vote 0-5.
9. **Donaghue School:** Replace Fire Alarm System. Vote 0-5.
10. **Playground Department:** Request for Equipment for new Playground from Free Cash (\$25,000). Vote 0-4
11. **Open Space Committee:** To support transfer from Open Space Account (\$10,000) to facilitate land purchase with assistance from Essex County Greenbelt Association. Vote 4-0.
12. **Transfer from Free Cash:** To OPEB Trust (\$52.494). Vote 4-0.

The committee also had discussions concerning future capital planning items including the Public Safety Facility and Pentucket Regional Middle/High School projects. To date,

costs have not been finalized. Funds in the amount of \$500,000 were supported by the committee and approved at the Fall, 2017 Town Meeting to proceed with design and engineering for the Public Safety Facility.

Respectfully Submitted,

Janet Bruno, Chairperson

Ricky Pinciario

Sandy Venner

Carol Traynor, Representing the Board of Selectmen

Michael Marden, Representing the Finance Committee

Carol McLeod, Finance Director (Ex-Officio)

FY2019 - Capital Planning Recommendations

Summary

Free Cash

Total Available	\$	358,257
Capital Requests	\$	252,000
Balance for Other Requests	\$	106,257

Borrowing	\$	1,803,280
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Ambulance Stabilization	\$	50,000
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Capital Stabilization	\$	50,000
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Open Space Account	\$	10,000
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Water Retained Earnings

Total Available	\$	161,223
Capital Requests	\$	(140,000)
Balance for Other Requests	\$	21,223

Water Privilege

Total Available	\$	60,000
Capital Requests	\$	(48,000)
Balance for Other Requests	\$	12,000

Wastewater Retained Earnings

Total Available	\$	760,065
Less I&I Reserved	\$	(500,934)
Capital Requests	\$	(246,000)
Balance for Other Requests	\$	13,131

Stabilization Balance	\$	822,809.55
Ambulance Stabilization	\$	54,558.61
Capital Stabilization	\$	298,061.28
Total Stabilization as of 11/30/17	\$	1,175,429.44

FY2019 - Capital Planning Requests

Description	Amount					Funding Source	Recommendation
	FY19	FY20	FY21	FY22	FY23		
Police							
Police Cruiser	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	Free Cash Borrowing/Debt Exclusion	Yes 5-0
Police Building*	\$ 5,500,000						N/A
Sub-total Police	\$ 5,545,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000		
Fire							
Ambulance	\$ 200,000					\$100K Free Cash/50K Amb. Stab/50K Capital Stab Borrowing/Lease	Yes 4-0
Pumper	\$ 900,000						No 0-5
Sub-total Fire	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -		
COA							
Building Addition				???		Borrowing/Grants	N/A
Sub-total COA	\$ -	\$ -	\$ -	\$ -	\$ -		
Highway							
Front End Loader	\$ -	\$ 177,764				Borrowing/Lease Free Cash Borrowing/Lease	N/A
Culvert Repair Engineering	\$ 107,000						Yes 5-0
6 Wheel Dump/Plow	\$ 188,280						Yes 5-0
Sub-total Highway	\$ 295,280	\$ 177,764	\$ -	\$ -	\$ -		
Water							
Water Infrastructure	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	Retained Earnings/Water Privilege Retained Earnings/Water Privilege Retained Earnings/Water Privilege	Yes 5-0
Water Meter Replacement	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000			Yes 5-0
Underground Electrical	\$ 33,000						Yes 5-0
Sub-total Water	\$ 188,000	\$ 155,000	\$ 155,000	\$ 155,000	\$ 125,000		
Wastewater							
2 Hydromagnetic Pumps	\$ 16,000					Retained Earnings Retained Earnings Retained Earnings	Yes 5-0
Main Building Generator	\$ 200,000						Yes 5-0
Sewer Meter Replacement	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000			Yes 5-0
Sub-total Wastewater	\$ 246,000	\$ -	\$ -	\$ -	\$ -		
Library							
Metal Roof Replacement	\$ 470,000					Borrowing	Yes 5-0
Sub-total Library	\$ 470,000	\$ -	\$ -	\$ -	\$ -		
Town Hall							
Slate Roof	\$ 402,000					Borrowing/Grants Borrowing/Grants Borrowing/Grants	Yes 5-0
Replacement Windows	\$ 405,000						Yes 5-0
Repainting Bricks	\$ 338,000						Yes 5-0
Sub-total Town Hall	\$ 1,145,000	\$ -	\$ -	\$ -	\$ -		
Sweetsir							
Remove Asbestos Tiles		\$ 150,000				Free Cash/Borrowing	N/A
Replace Lights with LED		\$ 20,000					N/A
Replace Sewer Pump		\$ 15,000					N/A
Replace Fire Alarm System	\$ 50,000						No 0-5
Misc. Painting			\$ 150,000				N/A
Replace PA System			\$ 100,000				N/A
Renovate Restrooms			\$ 200,000				N/A
Repair/Seal Coat			\$ 75,000				N/A
Sub-total Sweetsir	\$ 50,000	\$ 185,000	\$ 525,000	\$ -	\$ -		
Donaghue							
Replace Fire Alarm System	\$ 50,000					Free Cash/Borrowing	No 0-5
Replace Stairwell Treads		\$ 40,000					N/A
Facility Wide Infrared Scan			\$ 10,000				N/A
Classroom Electrical Upgrade		\$ 30,000					N/A
Replace PA System			\$ 100,000				N/A
Renovate Restrooms			\$ 100,000				N/A
Repair/Seal Coat			\$ 75,000				N/A
Sub-total Donaghue	\$ 50,000	\$ 70,000	\$ 285,000	\$ -	\$ -		
Middle/High School							
New/Renovation *	\$ 15,000,000					Borrowing/Debt Exclusion	N/A
Sub-total Middle/High	\$ 15,000,000	\$ -	\$ -	\$ -	\$ -		
Playground							
Equipment	\$ 25,000					Free Cash	No 0-4
Sub-total Cable TV	\$ 25,000	\$ -	\$ -	\$ -	\$ -		
Open Space Committee							
Land	\$ 10,000					Open Space Account	Yes 4-0
Sub-total Cable TV	\$ 10,000	\$ -	\$ -	\$ -	\$ -		
Total Requests w/Highest Option	\$ 24,124,280	\$ 647,764	\$ 1,025,000	\$ 215,000	\$ 170,000		

* projects listed for informational estimates only at this time.