TOWN OF UPTON
INCORPORATED
JUNE 14, 1735
MASSACHUSETTS

FISCAL YEARS 2017-2022

CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PROGRAM

TABLE OF CONTENTS

Town Manager's Transmittal Letter

FY2017 Proposed Capital Budget 2

Introduction

Frequently Asked Questions 5

Capital Projects Flow Chart 9

Part I Capital Improvement Program FY2017-2022

Summary by Department 11-13

Part II Department Project Detail Sheets 14

Council on Aging 15

Fire/EMS Department 16-22

Library 23

Parks Recreation 24

Police Department 25-26

Public Works 27-44

Town Hall 45

Public Works/Enterprise 46-58

Town Manager's Transmittal Letter

2017 Fiscal Year Proposed Capital Budget

Office of the Town Manager

September 22, 2015

TO: Board of Selectmen
Finance Committee
Capital Budget Committee

It is my pleasure to submit herewith the Proposed FY 2017/2022 Capital Improvement Program, the first year of which constitutes the FY 2016/2017 Capital Budget. This document provides a thorough overview of the capital projects that are forecasted in the next six years so that the Town can develop a plan for how these will be funded. Each year, the Town Meeting will be presented with the proposed capital budget through a series of warrant articles for which they will vote to appropriate funds within the funding available that year. The planned acquisition of capital associated with the annual appropriation is an important component of the Town's capital plan.

The six year total of capital projects for general government departments (other than Enterprise Funds) is $16,178,103, which is an increase of $1,109,203 from the previous year. The capital budget for FY 2016/2017, the first year of the plan, is $1,453,915. The most significant projects to be considered in FY 2016/2017 are the on-going needs to take care of Public Works infrastructure, (road repair at $850,000), a replacement of Fire Rescue Truck #1 ($195,000), and the purchase or replacement of several pieces of DPW equipment ($157,100). A total of all Public Works related infrastructure, buildings and equipment is almost $14 million over the six year plan.

Within the six-year program there are two significant building projects. The first is an expansion of the Public Works Facility at 100 Pleasant Street estimated to cost $1,960,000, and a replacement of the Library with a combined Library/Council on Aging for $5,000,000. Based upon historical data, the ability to fund these items along with the others proposed likely exceeds the dollars to pay for them from operating budget revenues. However, a review of the long term debt schedule of the Town shows that past projects including the Fire Station and the purchase of Stephan's Farm will come off the schedule in 2020 and 2021, and these two projects may be able to be planned without an increase in the tax rate.

As we do every year, again we have evaluated the timing of each item included in the plan. We have pushed back the

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purchase of the Med #2 Ambulance by a year in order to replace Fire Rescue Truck #1. Similarly we are moved the replacement of our DPW Loader to 2019. It is important to note that our Road Surface Rating (RSR) was updated this year as part of updating our pavement management plan. Our rating has fallen in the last six years from 74 to 68, primarily because we have been unable to fund the amount required to maintain our score. We have amended the amount requested downwards to $850,000 in FY 16/17. The previous plan had sought to maintain our rating over a ten year period. This plan would increase our rating to a RSR of 75, but over fifteen years. A discussion regarding the priority of this item is recommended.

The requirements for the Wastewater and Water Enterprise funds over this six year period are $1,223,500 for Wastewater and $2,768,300 for Water. In FY 2016/2017 the requests are $60,000 for Wastewater, and $75,000 for Water for small projects or equipment, both of which will be funded from revenues generated for those funds. On a longer term basis the plan includes modifications to the Wastewater Plant of $542,000 in FY 2019, and for the Water System a replacement of the Hartford Avenue North water main in FY 2018 before the TIP project is started ($1,320,000), and then $1,366,800 in water main replacements over a multi-year period to remove asbestos cement lined pipe from our distribution system.

In 2013 the Board of Selectmen and Finance Committee jointly approved a Reserve Policy for the Town. That policy defines the Town's priorities towards assuring its fiscal stability by committing to setting aside funds in its stabilization accounts, funding its Other Post-Employment Benefits (OPEB) and defining how Free Cash will be allocated each year. With regard to Free Cash, the policy indicates that depending on the amount certified each year a portion should be directed to Stabilization accounts and the Town's OPEB obligation, and the balance will be used for unforeseen shortfalls in the budget that year, and capital projects.

Thus the possible funding sources for capital projects each year may include:

- Operating Budget Revenues
- Free Cash
- Capital Stabilization Funds
- Grants
- Re-purposed Bond Proceeds
- General Obligation Bond Issue

In prior years the Town has used a pay-as-you-go approach for all but the largest capital projects, which is the method preferred by bonding agencies. Depending on the operational budget forecast each year and available Free Cash it is recommended that this approach continue. Where possible the Town should consider re-purposed bond proceeds that remain from completed capital projects. Massachusetts General Laws Chapter 44, Section 20 allows Town Meeting to approve the appropriation of the balance of such funds for any project for which a loan of a similar term or longer could be authorized. This may allow for a needed capital project to move forward with no additional tax impact on residents.

The items contained in this capital plan are a mixture of scheduled replacements of equipment needed to carry out the Town's services, repairs to capital infrastructure, and proposed enhancements, such as a new Library facility. In order to be able to fund these proposals, decisions will be needed about the Town's ability to fund needed items, and in the case of enhancements, when and if there is a willingness to do so. I look forward to working with our departments, boards and residents to determine an affordable path forward.

Respectfully submitted,

Blythe C. Robinson
Town Manager

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Introduction

INTRODUCTION

In a continuing effort to provide "user friendly" documents to our citizens, the Town has endeavored to provide a straight forward introductory section that answers the most commonly asked questions regarding capital planning in Upton. The following questions and answers define terms, describe processes, and detail the needs and benefits of Upton's capital planning activities.

I. What is the Capital Improvement Program?

The Capital Improvement Program (CIP) is a multi-year plan used to coordinate the financing and timing of major public improvements for the Town of Upton. It contains a list of capital projects proposed for the Town within the next six years and reflects the recommendations of citizens, boards, commissions, and staff from each of the Town departments. The CIP identifies each proposed project and presents a summary description, estimate of cost, method of financing, and a schedule of implementation. The Capital Improvement Program constitutes a rational plan for preserving, as well as adding to the capital assets of the Town.

II. What are Capital Assets and Capital Projects?

A capital asset is a new or rehabilitated physical asset that is of a non-recurring nature, has a useful life of at least five years, and is of significant value. Capital projects are undertaken to acquire capital assets and are differentiated from ordinary repairs or maintenance of a recurring nature. Examples of capital projects include land acquisitions, construction or major improvements to public buildings, road construction, and the acquisition of large equipment. For our purposes, projects submitted must exceed $20,000 in value for FY2017 to qualify for inclusion in the *Town of Upton's Capital Improvement Program.*

III. What is the difference between the Capital Improvement Program and the Capital Budget?

The first year of the CIP is the proposed Capital Budget. The Capital Budget consists of those capital projects which, through the budget planning and Town Meeting process, are annually approved and funded. However, projects slated for subsequent years in the CIP serve on a planning basis only, and do not receive ultimate spending authority until they are incorporated into a capital budget and approved by Town Meeting.

IV. How is the Operating Budget Related to the Capital Budget?

The Town of Upton prepares a Capital Budget separate from the Operating Budget, yet the two are closely linked. The annual Operating Budget provides for general municipal service delivery, including personnel service costs, supplies and other contractual services, and certain capital equipment. Revenues for the Operating Budget are derived primarily from recurring taxes, intergovernmental sources, and user fees. Appropriations to the annual Operating Budget are for a single fiscal year.

In contrast, the Capital Budget is a multi-year budget designed to expend monies which add to the physical assets of the Town. Capital projects typically require expenditures which take place beyond a single fiscal year; funding with debt because of significant costs to be shared by current and future beneficiaries; systematic acquisition over an extended period of time in order to implement major operating systems or programs; and scheduled replacement or maintenance of specific elements of physical assets. Revenues for capital projects are most often derived from the sale of municipal bonds (borrowing), State & Federal Grants (when available) or can be supported by one-time funding sources, such as donations and free cash.

Notwithstanding the differences between the two, the Operating and Capital Budgets are closely interwoven inasmuch as operating costs related to capital projects need to be estimated and provided for in the Operating Budget. Many capital projects, such as the Town Hall Renovation project or new Municipal Well Field #3, have an impact on the operating costs of those facilities once reopened or on line. Town practice is to attempt to project the net effect a capital project will have on the operating budget. Maintenance and repair costs may be lower in a new facility, but it may cost more to run the larger facility as well. In addition, since most capital projects are financed through municipal debt, repayment of that debt becomes part of the operating budget as well as the Town's fiscal forecasting models. The necessity to incur some degree of debt in order to finance the Capital Improvement Program carries with it the burden to effectively manage that debt within the Town's financial resources.

V. Why do we need a CIP?

The CIP provides a means of coordinating and centralizing the capital project requests of various departments and agencies, thus eliminating wasteful overlap, duplication, and delay. It focuses attention on Upton's goals and financial capability by comprehensively considering not only what capital projects Upton needs, but equally as important, what it can afford. Additionally, the formalized process allows more time for the study of projects, encourages public discussion of proposed undertakings, and allows Town citizens the opportunity to provide input, advice and recommendations with respect to proposed projects and expenditures.

VI. How does Capital Programming save the Town money?

Investors and bond rating agencies stress the value of a CIP for a municipality seeking to borrow funds. The absence of a rational, long-term planning instrument would weigh against the bond rating assigned to Upton by rating agencies and the result would be higher interest rates on bond issues and more tax dollars going to pay for the interest on loans. Upton currently enjoys an excellent credit rating of AA+ by Standard & Poor's. Thus, very real and tangible cost savings result from the use of our Capital Improvement Program.

Another financial benefit from the capital programming process is the avoidance of poorly timed projects. Good planning can ensure that capital improvement efforts are coordinated and costly duplication is avoided. In addition, significant savings can accrue to taxpayers when major capital financing is coordinated so that bond issues are sold infrequently, but at good times during the economic cycle to take advantage of low interest rates. The development of a Capital Improvement Program ensures sound fiscal and capital planning.

VII. How are Capital Projects financed?

An annual appropriation is typically included in the Operating Budget for capital expenditures as one of several funding sources to finance select capital projects. Other financing sources for Upton's capital projects include state and federal grants, free cash, and debt. The single largest source of financing for capital projects is borrowing through the issuance of general obligation bonds. Much like mortgaging a house, borrowing allows the Town of Upton to purchase expensive capital assets and spread the costs over the useful life of the asset, thus eliminating the need to temporarily raise taxes every time a large capital asset is acquired. In addition, debt allows current and future beneficiaries to share the cost of long-term capital improvements such as new schools, roads or libraries. All borrowing is done strictly in accordance with the Town By-Laws and Massachusetts General Laws (MGLs).

VIII. How is the CIP developed?

The process for preparing the FY2017-2022 Capital Improvement Program and its associated FY2017 Capital involves active participation by Department Heads working in conjunction with the Town Manager, followed by review and recommendation by the Capital Budget Committee. The Capital Budget is prepared in the context of a six-year determination of need by Departments, in conjunction with the Town's overall financial capacity to affordably accommodate the required debt service payments. Projected debt service payments and budgetary impacts are forecast annually to help ensure affordability and sustainability of the Capital Improvement Program.

Proposed projects are reviewed and prioritized based upon commonly used criteria such as health and safety factors, legal obligations and mandates, fiscal impact, environmental impact, community economic effects, and aesthetic and social effects on the quality of life experienced by Upton residents. Projects are also examined in terms of their relationship to other projects, the Master Plan of Development, and their compatibility with Town-wide goals and objectives.

The process can be described as an iterative cycle with several distinct procedural steps. These steps and the approximate time frame in which they typically occur are described below. The process is also graphically illustrated in the Capital Projects Flow Chart following this introduction.

- *Late Summer*—Following Town Meeting after the approval of that year's Capital Budget, Departments are provided with their previously submitted six year requests for review, update and the addition of the next sixth year. While requests generally remain the same as in the initial request, there are occasionally changed circumstances which necessitate alterations to the requests. This information is returned to the Town Manager for initial review and a draft budget is prepared.

- *Late Autumn / Early Winter* —The Capital Budget Committee meets to receive the compiled information and begin scheduling meetings with the Town Manager and various Departments to evaluate the projects. The Capital Budget Committee and the Town Manager meet to review the requests of specific Departments and the needs of the overall Town organization. The preliminary debt schedules are updated and various financial forecasts completed in order to provide context to the Capital Budget as well as the six-year Capital Improvement Program.

- *January/February*—The Capital Budget is finalized within the parameters of the established funding target plus any available funds such as free cash or previously approved but unexpended bond proceeds. In making final decisions, the process includes a determination of actual needs and the prioritization of need based upon legal mandate, public safety, and the effect of deferral. Projects not approved for funding are typically deferred into the next budget year.

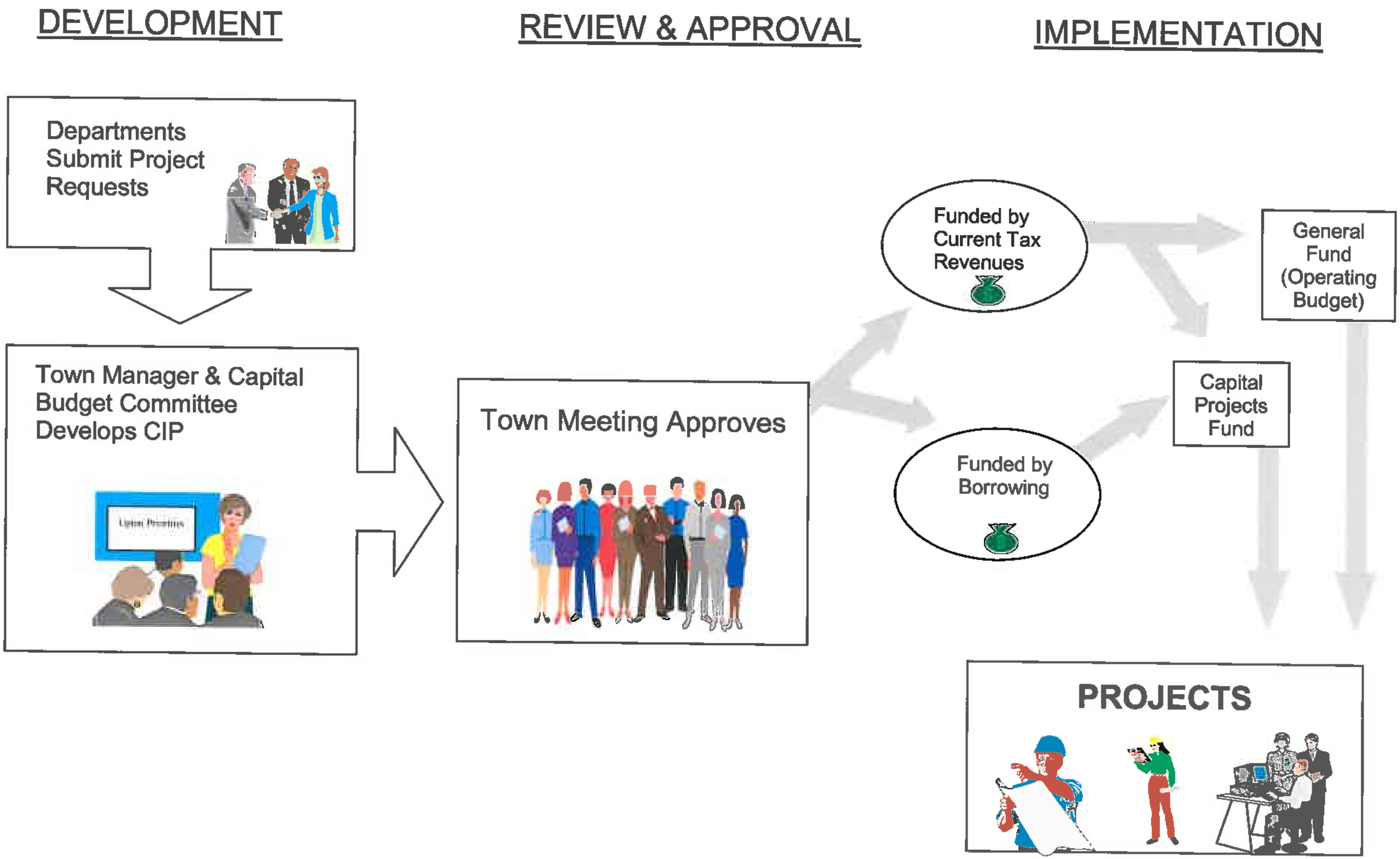
- *March/April*—The Proposed Capital Budget is presented to the Board of Selectmen and Finance Committee.
- *May*—The Capital Budget is presented to Town Meeting for approval; and the process begins again.

Throughout the ensuing fiscal year, Town staff monitors all the approved projects and the following fall the Financial Planning Committee reconvenes to update the CIP all over again.

IX. Why must the CIP be continually updated?

The CIP must be reviewed annually by Town departments and citizens to insure its effectiveness as a flexible, mid-range strategic plan that links the annual budget with our multi-year financial forecasts and the more static long-range Master Plan of Development. Each year, Town Meeting reviews the capital projects recommended by the Capital Budget Committee and the Town Manager through the CIP development process and approves a Capital Budget. Unfunded projects and those slated for subsequent years in the plan are acknowledged on a planning basis only and do not receive ultimate expenditure authority until they are incorporated into a Capital Budget and approved by Town Meeting. In this respect, the CIP can be thought of as a "rolling" process because unfunded projects and those farther out in years typically move up after each year of review. However, it is important to note that each project contained in the CIP must be recommended every subsequent year and as priorities and monetary constraints change, projects may be moved up, moved back, or even eliminated from the plan. This comprehensive annual review is critical to maintaining fiscal responsibility as well as ensuring the future education, safety, and welfare of Upton residents.

CAPITAL PROJECTS FLOW CHART



Part I

Capital Improvement Program Summary
Fiscal Years 2017-2022

Town of Upton
Capital Improvement Program Summary
Fiscal Years 2017 - 2022

Department	Project	Page #	Source of Funds	Six Year Total	FY 2017	FY 2018	FY 2019	FY2020	FY 2021	FY 2022
Council on Aging	Replace 2010 Ford Cutaway Van		5	85,000					85,000	
	Council on Aging Subtotal			85,000	0	0	0	0	85,000	0
Fire/EMS										
	Replace Turnout Gear		1, 5	63,450	21,150		21,150	21,150		
	Replace Rescue 1		1, 5	195,000	195,000					
	Replace Med. #2 Ambulance		1, 5	225,000		225,000				
	Replace Ford F350 Pickup Truck		1	50,000			50,000			
	Life Pack 15 Monitor Defibrillator		1, 5	80,000				80,000		
	Tanker 1 Refurbishment		1	50,000				50,000		
	Fire/EMS Headquarters Roof Replcmt		1, 2, 5	200,000				200,000		
	Fire/EMS Department Subtotal			863,450	216,150	225,000	71,150	351,150	0	0
Library										
	New Library		2,3, 5	5,000,000		400,000	4,600,000			
	Library Subtotal			5,000,000	0	400,000	4,600,000	0	0	0
Parks/Recreation										
	Aquatic Invasive Species Control		1, 4	80,000	30,000	10,000	10,000	10,000	10,000	10,000
	Parks/Recreation Subtotal			80,000	30,000	10,000	10,000	10,000	10,000	10,000
Police										
	Radio Replacement		1	25,000	25,000					
	Roof Replacement		1, 5	100,000				100,000		
	Police Subtotal			125,000	25,000	0	0	100,000	0	0

Department	Project	Page #	Source of Funds	Six Year Total	FY 2017	FY 2018	FY 2019	FY2020	FY 2021	FY 2022
Public Works										
	Assets									
	Bridges/Culverts		1, 5	275,000		25,000	250,000			
	Dams		1, 5	152,000	12,000	30,000	110,000			
	Guardrails		1	223,347	34,965	35,839	36,735	37,653	38,595	39,560
	Parking Lots		1	418,700	45,000	174,000	9,000	180,000	4,200	6,500
	Roads		1, 2, 3	5,429,576	850,000	871,250	893,031	915,357	938,241	961,697
	Signs		1	60,000	20,000	20,000	20,000			
	Stormwater System Improvements		1	409,000	54,000	20,000	158,000	144,000	22,500	10,500
	TIP Project - Easements		1, 5	241,600		241,600				
	Town Sidewalks & Ramps		1, 5	105,500	10,000	27,500	16,000	18,000	15,000	19,000
	Buildings									
	DPW Facility Expansion		1, 2	1,960,000		200,000	1,760,000			
	Salt Shed		1, 2, 5	147,000					147,000	
	Rolling Stock									
	Highway Roller - One Ton		1, 5	30,000	30,000					
	Hot Top Box - Two Ton		1, 5	30,000	30,000					
	2001 Ford F-350 Truck #54		1, 5	54,500	54,500					
	2006 Silverado 3/4 Ton Truck #51		1, 5	42,300	42,300					
	2000 International 5 Ton/Truck #24		1	150,000		150,000				
	1999 Caterpillar Loader		1	210,630			210,630			
	2000 Ford F-350 - Cemetery Truck		1	60,500				60,500		
	Public Works Subtotal			9,999,653	1,182,765	1,795,189	3,463,396	1,355,510	1,165,536	1,037,257
Town Hall										
	Replace Town Server		1	25,000					25,000	
	Town Hall Subtotal			25,000	0	0	0	0	25,000	0

Department	Project	Page #	Source of Funds	Six Year Total	FY 2017	FY 2018	FY 2019	FY2020	FY 2021	FY 2022
TOTAL GENERAL GOVERNMENT (NON-ENTERPRISE)										
COA Subtotal				$ 85,000	$ -	$ -	$ -	$ -	$ 85,000	$ -
Fire/EMS Subtotal				863,450	216,150	225,000	71,150	351,150	-	-
Library Subtotal				5,000,000	0	400,000	4,600,000	0	0	0
Parks/Recreation				80,000	30,000	10,000	10,000	10,000	10,000	10,000
Police Subtotal				125,000	25,000	0	0	100,000	0	0
Public Works				9,999,653	1,182,765	1,795,189	3,463,396	1,355,510	1,165,536	1,037,257
Town Hall				25,000	0	0	0	0	25,000	0
				$ 16,178,103	**$ 1,453,915**	**$ 2,430,189**	**$ 8,144,546**	**$ 1,816,660**	**$ 1,285,536**	**$ 1,047,257**
SEWER ENTERPRISE										
	Gas Detection System		6	20,000	20,000					
	Wastewater Security Equipment		6	25,000	25,000					
	Sewer Collection System Rehab.		6	440,000	15,000	15,000	60,000	320,000	15,000	15,000
	Wastewater Treatment Plant Rehab.		2, 6	542,000		40,000	502,000			
	Josiah Drive Pump Sta. Pumps		6	30,000			10,000	10,000	10,000	
	Station Street Grinder Pump Repl.		6	40,000			20,000			20,000
	2011 Chevrolet 3/4 Ton PickUp Truck		6, 7	26,500					26,500	
	Three Bay Garage Installation		6	100,000						100,000
	Sewer Enterprise Subtotal			1,223,500	60,000	55,000	592,000	330,000	51,500	135,000
WATER ENTERPRISE										
	Water Security Equipment		7	25,000	25,000					
	Glen Ave. Station Discharge Main		7	30,000	30,000					
	TIP Project - Hartford Ave North		2, 7	1,320,000		1,320,000				
	Water System Improvement Program		2, 7	1,366,800	20,000	208,000	425,000	219,400	315,000	179,400
	2011 Chevrolet 3/4 Ton PickUp Truck		6, 7	26,500					26,500	
	Water Enterprise Subtotal			2,768,300	75,000	1,528,000	425,000	219,400	341,500	179,400

Part II

Department Project Detail Sheets
Fiscal Years 2017-2022

PROJECT DETAIL SHEET

Project Title: **2010 Ford Cutaway Van**

Department: **Council on Aging** | **Category:** **Vehicles**

Description and Justification:

In 2010 the Town purchased a 13 passenger handicap accessible van to enable the Council on Aging to provide rides to disabled and handicap individuals and senior citizens. The van was purchased with a combination of Town and State grant funds. The van is now five years old and has 36,385 miles on it.

As a condition of the development of the Rockwood Meadows subdivision on East Street, the developer agreed to provide $50,000 in funding to the Town to purchase a van similar to this. Those funds combined with Town resources will be utilized to purchase the replacement van in the year that it is scheduled.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	5	85,000					85,000	
G. Contingency								
H. Other								
TOTAL		**$85,000**					**$85,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Turn Out Gear**

Department: **FIRE DEPARTMENT** Category: **Department Equipment**

Description and Justification:

NFPA 1851 states that firefighter turnout gear has a useful life of 10 years from the date of manufacture. The ensemble, minus the SCBA currently costs about $2,820. That includes a helmet ($300), hood ($100), gloves ($100), coat ($1,200) pants ($800), boots ($300) and ANSI safety glasses ($20). Fire departments can be scrutinized for injuries or deaths that result from firefighters wearing turn out gear that meets the standard, not to mention gear that does not. We currently replace two sets of gear per year from within the budget. We need to update 20 sets of gear over the next five years. The total estimated to be $2,820 per firefighter or $63,450.

RECOMMENDED FINANCING

	Source of Funds	Total Six-Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	63,450	21,150		21,150	21,150		
G. Contingency								
H. Other								
TOTAL		**$63,450**	**$21,150**		**$21,150**	**$21,150**		

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **1992 International Crew Cab Heavy Rescue**

Department: **Fire Department** Category: **Vehicle/Equipment**

Description and Justification:

Rescue 1 is a 1992 International truck that is 23 years old with 2,100 engine hours and over 15,000 miles. The truck carries a variety of tools, equipment and lighting used at emergency incidents. The primary use of this truck is at motor vehicle crashes where the Jaws of Life and other equipment are used. The truck carries no water pump, tank or fire hose and cannot be used to fight a fire like a fire engine. Thus, a fire engine is also required to respond to even minor crashes to prevent or extinguish a vehicle fire. This creates a need for additional firefighters and contributes to additional costs associated with responding to motor vehicle crashes. Due to its age and outdated capability it is recommended that it be replaced with a used rescue pumper having both the features of a rescue truck and a fire engine.

RECOMMENDED FINANCING

	Source of Funds	Total Six-Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	195,000	195,000					
G. Contingency								
H. Other								
TOTAL		**$195,000**	**$195,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2006 GMC 4500 / PL Custom Ambulance - Med #2**

Department: **Fire Department** | **Category:** **Vehicle/Equipment**

Description and Justification:

Our ambulances have to be 100% reliable. We are working to have our ambulances on a ten year replacement schedule where we are replacing the oldest of the two trucks every fire years. Med 2 is a 2006 GMC 4500 that has 53,276 miles. We spent a substantial amount of money repairing the rear suspension, front suspension and brakes over the past three years. The rear module air conditioning and steering components have also been replaced. Combined we have spent close to $14,000 on these repairs. The truck body was repainted under warranty from the manufacturer two years ago. Med 2 appears to be in good overall condition. While it would be ideal to replace the truck in FY-17 we have delayed the replacement another year so as to address other priorities in the Department this year.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	225,000		225,000				
G. Contingency								
H. Other								
TOTAL		**$225,000**		**$225,000**				

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2000 Ford F-350 - Plow / Brush 2**

Department: **Fire Department** Category: **Vehicle/Equipment**

Description and Justification:

Brush 2 was originally scheduled to be replaced in 2010. In the Fall of 2011 however, the transmission failed that required a $4,000 replacement. The truck is in otherwise good condition making it a candidate for service extension. Brush 2 is not a first due piece of apparatus. It is used to plow snow and it carries hose and a portable water tank during brush season. It is also used by our staff for inspections and Department related business. The truck currently has 48,000 miles. With an updated transmission and relatively low miles on its diesel engine, our goal is to extend the use of Brush 2 to FY 2019. The estimated cost of replacement is $50,000.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	50,000			50,000			
G. Contingency								
H. Other								
TOTAL		**$50,000**			**$50,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Lifepak 15 Defibrilator Monitors**

Department: **Fire - EMS Department** | **Category:** **EMS Equipment**

Description and Justification:

The purpose of this project is to replace two Lifepak 12 Defibrillator Monitors and upgrade to the Lifepak 15 Model. The LIFEPAK® 15 monitor/defibrillator is the standard in emergency care for ALS providers who want the most clinically innovative, operationally effective, and LIFEPAK TOUGH™ device available today. The Departments purchased two reconditioned Lifepak 12's units in 2014 as part of the transition to offering paramedic (ALS) level service. It is recommended that they be replaced with the newer technology in FY 2020 - one for each ambulance.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	5	80,000				80,000		
G. Contingency								
H. Other								
TOTAL		**$80,000**				**$80,000**		

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Tanker 1 Refurbishment**

Department: **Fire - EMS** | **Category:** **Vehicle**

<u>Description and Justification:</u>

The Department's primary water supply tanker was obtained through military surplus in 2004. The truck was built and equipped by members of the Department. The Oshkosh Chassis was manufactured in 1977. The chassis is in good shape, however the tanker will need major component replacement such as, engine, transmission, brakes, and tank remount in order to keep the truck in good running condition.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	50,000				50,000		
G. Contingency								
H. Other								
TOTAL		**$50,000**				**$50,000**		

<u>Source of Funds Legend</u>

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Roof Replacement**

Department: **Fire - EMS** | Category: **Building**

Description and Justification:

The roof on the Fire - EMS Headquarters will be 16 years old in 2020. The Roof is asphalt shingled and has shows signs of needing repairs already. Asphalt tabs have come off of the roof and have needed to be replaced. We have a couple of places on the roof where water has leaked in and caused damage to ceiling tiles requiring us to utilize the services of a commercial roofer to patch the roof already to keep water out of the building. A full replacement is recommended in FY 2020.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
			Estimated Expenditures by Fiscal Year					
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 2, 5	200,000				200,000		
G. Contingency								
H. Other								
TOTAL		**$200,000**				**$200,000**		

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **New Library**

Department: **Board of Library Trustees** | **Category:** **Buildings**

Description and Justification:

The current library facility is located on one floor of a converted church, and has remained virtually unchanged except for a cosmetic renovation in 2013, and an additional room when the Board of Health moved to Town Hall in 2014. The Library is approx. 3,200 square feet. The space needed for adequate library services to the town of Upton is 10,000 - 16,000 square feet. The current facility is not ADA compliant, and has numerous ongoing maintenance issues. The Town was awarded a grant for a feasibility study that is now underway.

After selecting the best option for improving library facilities, the Library Building Committee will oversee a design and construction project. Depending on the option chosen, this project will either be renovation of an existing building, or land acquisition and new construction. State construction grant funds may be available. Meeting State grant requirements would increase the size and cost of

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	5	400,000		400,000				
C. Land Acquisition	2	300,000			300,000			
D. Construction	2, 3	4,000,000			4,000,000			
E. Furnishings/Equipment	2	300,000			300,000			
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$5,000,000**		**$400,000**	**$4,600,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Aquatic Invasive Species Control (AIS)**

Department: **Department of Public Works / Parks** | **Category:** **Other**

Description and Justification:

FY2017 has a $3,500 increase in funding for controling the spread of AIS in Upton's lakes and ponds. The current AIS Control Program treats Lake Wildwood, Pratt and Taft ponds every three years with spot chemical treatment where it's required. The Town has also funded a full scale treatment process in previous years at one of the three ponds when spot treatment was insufficient to control the spread of AIS. Like many area communities, Upton's current program is losing the battle to prevent the spread of AIS throughout its waterways. This year's funding request includes adding Mill Pond to the list of waterways currently treated and treating two ponds every other year.

This year's submittal also includes $20,000 for a pilot study for Pratt Pond in determining the origin of the aquatic weeds and developing a more effective treatment strategy . The study will be for one full year and will consist of water quality sampling/testing of the pond and outfalls, core samples of sediment on the floor bottom.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study	1, 4	20,000	20,000					
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other	1	60,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL		**$80,000**	**$30,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**	**$10,000**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Radio Replacement**

Department: **Police Department** Category: **Department Equipment**

Description and Justification:

The existing Police Department portable and mobile radios have been in service for over 20 years. The radios have exceeded their life expectancy and have become unreliable. $25,000.00 is requested to replace 18 portable radios and 7 mobile units.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	25,000	25,000					
G. Contingency								
H. Other								
TOTAL		**$25,000**	**$25,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Roof Replacement**

Department: **Police Department** Category: **Buildings**

Description and Justification:

Replacement of the rubber roof membrane at Police Headquarters. The roofing material was installed in 1990/91 when Police Headquarters was renovated and its lifespan is expected to be 30 years.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	1, 5	10,000				10,000		
C. Land Acquisition								
D. Construction	1, 5	90,000				90,000		
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$100,000**				**$100,000**		

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Bridges and Culverts**

Department: **Department of Public Works / Highway** | Category: **Infrastructure**

Description and Justification:

Based on the latest bridge reports provided by MassDOT, there is no major repair or rehabilitaion work required at this time or in the forseeable future. MassDOT inspects all bridges on a bi-annual basis. I have reserved funding request as a place holder for design and construction in FY2018 and FY2019 respectively for any unforseen circumstances.

FY 17 - No Projects Scheduled		$0
FY 18 - Unknown location	Design	$ 25,000
FY 19 - Unknown location	Construction	$ 250,000
FY 20 - Unknown location	Design	$0
FY 21 - Unknown location	Design	$0
FY 22 - Unknown location	Design	$0

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	1	25,000		25,000				
C. Land Acquisition								
D. Construction	1, 5	250,000			250,000			
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$275,000**		**$25,000**	**$250,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Dams**

Department: **Department of Public Works / Highway** Category: **Infrastructure**

Description and Justification:

The Town is currently responsible for five dams. The total cost estimate for repair and reconstruction work needed on all five dams is $817,000. The DPW is recommending an assessment and schematic design of the Taft Pond Dam in FY 17, and then 100% design plans and construction in the following years. All other projects will be evalauted at a later date.

FY 17 - Taft Pond Dam Assessment/ Schematic Design	$12,000
FY 18 - Taft Pond Dam / Design	$30,000
FY 19 - Taft Pond Dam / Construction	$110,000
FY 20 - Unknown location Design	$0
FY 21 - Unknown location Design	$0
FY 22 - Unknown location Design	$0

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	1	42,000	12,000	30,000				
C. Land Acquisition								
D. Construction	1, 5	110,000			110,000			
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$152,000**	**$12,000**	**$30,000**	**$110,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Guardrails**

Department: **Department of Public Works / Highway** | **Category:** **Infrastructure**

Description and Justification:

Guardrails are an essential component of highway safety. In accordance with MassDOT regulations 17,055 linear feet of roadway in Town has been identified as needing guard rails installed. The cost estimate for labor and material is approximately $41/linear foot for a total of $699,500.

The DPW is recommending a 20 year Guardrail program in which the Town adds no less than 853 feet of guardrails per year to begin to resolve this compliance and safety issue. There is a 2.5% inflation factor for each year after 2017.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	1	223,347	34,965	35,839	36,735	37,653	38,595	39,560
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$223,347**	**$34,965**	**$35,839**	**$36,735**	**$37,653**	**$38,595**	**$39,560**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title:	**Town Parking Lots & Recreational Surfaces**		
Department:	**Department of Public Works / Highway**	Category:	**Infrastructure**

Description and Justification:

The Town is responsible for maintaining a number of parking lots throughout Town and some of these have degraded significantly and need to be repaired. The total for all of these repairs is approximately $418,700. It is anticipated that funding in FY 2017 will be used to rubber chip seal the parking lot in front of the playground on Route 140, and some repairs to the parking lot for the Risteen building.

FY 17 - VFW Playground Parking Lot & BOH	$45,000
FY 18 - Fire Dept	$174,000
FY 19 - Kiwanis and WWTF	$9,000
FY 20 - DPW	$180,000
FY 21 - Town Hall	$4,200
FY 22 - Fire Dept/Leland/Kiwanis Tennis Courts	$6,500

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	1	418,700	45,000	174,000	9,000	180,000	4,200	6,500
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$418,700**	**$45,000**	**$174,000**	**$9,000**	**$180,000**	**$4,200**	**$6,500**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Roads**

Department: **Department of Public Works / Highway** | **Category:** **Infrastructure**

Description and Justification:

Approximately 13.24 miles of Town roads are in need of full-depth reclamation, 23.2 miles need other surface treatments, and over 16 miles need crack sealing. An additional 10.5 miles of Town roads do not currently need work, but will over time.

In 2010, the Town instituted a pavement management plan for the purpose of developing a long range capital plan for maintaining Town roads. During the evaluation process the Town had a Road Surface Rating (RSR) of 74. The report recommended that the Town appropriate $500,000 above the Chapter 90 monies recieved in order to increase the RSR.

In FY2016, the Town receieved $478,441.27 from the Commonwealth in Chapter 90 funding and $100,000 in Town funds. Appropriations since 2010 have been insufficient and the RSR has dropped to 68. To prevent further lowering of the Town's RSR, the DPW requests that the Town appropriate an additional $371,600.00 to supplement the Chapter 90 funds so that over 15 years the Town's roads can be brought back up to an appropriate condition level with an RSR of 75. A 2.5% inflation factor has been used to calculate all subsequest years after FY 2017.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	1, 2, 3	5,429,576	850,000	871,250	893,031	915,357	938,241	961,697
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$5,429,576**	**$850,000**	**$871,250**	**$893,031**	**$915,357**	**$938,241**	**$961,697**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Signs**

Department: **Department of Public Works / Highway** | Category: **Infrastructure**

Description and Justification:

In order to comply with Massachusetts Manual on Uniform Traffic Control Devices, the Town has completed an inventory of existing signs and is finalizing a formal replacement plan for signs that do not provide adequate reflectivity (night visibility). Unfortunately, most of Upton's 500+ signs are older "engineering grade" signs that have long since degraded to an unsatisfactory condition. DPW is requesting that we continue the replacement plan and provide bright new signs that will provide enhanced safety and aesthetics for the Town of Upton. We anticipate complete replacement of all signs by FY 2019, and then funds to maintain or replacement signs each year thereafter.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment	1	60,000	20,000	20,000	20,000			
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$60,000**	**$20,000**	**$20,000**	**$20,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Stormwater System Improvements**

Department: **Department of Public Works** | Category: **Other: Regulatory Requirements**

Description and Justification:

The DPW has identified several areas in Town that experince floooding during heavy sustained rain events. This funding request is for the installation and reconstruction of drain pipe, catch basins and manholes where needed. The proposed projects are as follows:

FY 17 - School Street Ditch - (from#41 - #45) install 18" RCP	$54,000
FY 18 - Glen View - Replace failed 8 drain pipe with new 16 inch RCP	$20,000
FY 19 - 30 Christian Hill - install 18" RCP	$158,500
FY 20 - 145 South Street: install 1,000 ft. of 18" RCP and Catch Basin	$144,000
FY 21 - 133 Warren Street: install 500 ft. of 18" RCP and Catch Basin	$22,500
FY 22 - 14 Pleasant Street - replace failed 8 drain pipe with new 16 inch RCP	$10,500

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	1	409,000	54,000	20,000	158,000	144,000	22,500	10,500
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$409,000**	**$54,000**	**$20,000**	**$158,000**	**$144,000**	**$22,500**	**$10,500**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **TIP Project - Hartford Ave North/High Street/Hopkinton Road**

Department: **Department of Public Works / Highway** | Category: **Land Acquisition**

Description and Justification:

The Town anticipates the TIP project to be ready for construction in FY 2019. Design costs were funded in 2011, but we still need to fund the temporary and permanent easements.

Sixteen permanent easements are estimated using a per square foot value of each parcel. Dividing the total area of each easement parcel by the assessed land value of the total property results in an estimate of $16,600.00 . There are also 130 temporary easements. Based on past experience the cost per easement is much less than the permanent easements, typically $1 - $2 dollars per SF. The total area of temporary easements shown on the current ROW plans is 82,542 SF, thus we estimate the cost to bebetween $82,500 and $165,000.

Donations that the Town can negotiate for the permanent easements will reduce the cost as well as rights of entry may be an option in lieu of some of the temporary easements.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition	1, 5	181,600		181,600				
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other/ Appraisal Report		60,000		60,000				
TOTAL		**$241,600**		**$241,600**				

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Town Sidewalks and Ramps**

Department: **Department of Public Works / Highway** | **Category:** **Infrastructure**

Description and Justification:

The DPW is requesting funding for the construction of new sidewalks and handicap ramps along Maple Ave, School St, Mendon St, and Main St. These streets are utilized by many pedestrians walking to and from school, walking their pet, or for exercise.

FY 17- Maple Ave/Design 2,640 ft (Pleasant to the R/R) $10,000
FY 18 - Maple Ave/Construct 2,640 ft (Pleasant to the R/R) $30,000
FY 19 - School St/ 825 ft/(from Cross St. - N. Main St.) Design and construct $16,000
FY 20 - Mendon St/1,050 ft/(from Pleasant St. - N140) Design and construct $18,000
FY 21- Main St/ 13 handicap ramps/(from Rose Garden to Williams St.) Design and construct $15,000
FY 22- Main St/ 20 handicap ramps/(from Williams St to Brook St)

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	1, 5	27,000	10,000		4,000	5,000	4,000	4,000
C. Land Acquisition								
D. Construction	1, 5	78,500		27,500	12,000	13,000	11,000	15,000
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$105,500**	**$10,000**	**$27,500**	**$16,000**	**$18,000**	**$15,000**	**$19,000**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **DPW Highway Garage Building**

Department: **Department of Public Works / Highway** | **Category:** **Buildings**

Description and Justification:

This project would fund an addition to the DPW garage and new fuel island depot. The *garage* is for the design and construction of two additional bays along with an admin area. The additional bays will house two Osh Kosh's and other small vehicles currently parked outdoors, and a locker room with bathroom facilities for the employees. Currently employee lockers are housed in the garage with vehicles and employees have no facilities for changing or showers.

The *fuel island* - The current diesel only fueling station is a 1,000 gallon tank. During recent winter storms, there was some difficulty in obtaining timely deliveries of diesel, and unleaded gasoline was difficult to obtain in Town due to widespread power outages. In the event of a more significant storm, these issues would have been even more acute. At night, vehicles that require unleaded fuel must travel to Northbridge where there is a service station open 24 hours/day. This request is for a (3,000 gal) diesel and (2,000 gal) unleaded fueling station to along with associated 24/7 access control features and security.

A portion of the funds needed for schematic design ($25,000) have already been encumbered and are not reflected in this schedule.

Cost estimate are based on similar recent project costs in the area.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
			Estimated Expenditures by Fiscal Year					
A. Feasibility Study								
B. Design	1	200,000		200,000				
C. Land Acquisition								
D. Construction	2	1,750,000			1,750,000			
E. Furnishings/Equipment	2	10,000			10,000			
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$1,960,000**		**$200,000**	**$1,760,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **DPW Highway Salt Shed**

Department: **Department of Public Works / Highway** | **Category:** **Buildings**

Description and Justification:

The condition of the DPW Highway Salt Shed is deteriorating and will likely have reached the end of its useful life by FY 2021. Funds are requested to design and construct a replacement facility in FY 2021. A replacement shed would be larger for storage of greater amounts of material to enable the Department to sustain operations when deliveries are delayed. It would be of a dome construction so that mixing materials could be done indoors.

A state grant of $25,000 was obtained in FY 16 towards the future cost of this building.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	1	7,000					7,000	
C. Land Acquisition								
D. Construction	1, 2, 5	140,000					140,000	
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$147,000**					**$147,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Two Ton Roller**

Department: **Department of Public Works / Highway** | **Category:** **Equipment**

Description and Justification:

The current paving roller was purchased in 1983 and has far exceeded its useful life.
The new replacement steel wheel rollers will be equipped with vibratory drums. The drum vibration feature adds a dynamic load to the static roller weight to create a greater total compactive effort of the paved surface. The drum vibration also reduces friction and aggregate interlock during compaction, which allows aggregate particles to move into final positions that produce greater friction and interlock than could not be achieved with the old roller. A new roller will help in making semi permant repairs last longer, which over time will save money.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	30,000	30,000					
G. Contingency								
H. Other								
TOTAL		**$30,000**	**$30,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2 Ton Paving Hot Box**

Department: **Department of Public Works / Highway** | **Category:** **Equipment**

Description and Justification:

The purchase of a hot box will extend the paving season and save money for pavement work needed during the winter. Pavement repair is now performed in two phases, 1st -by installing a bitimous concrete material (cold patch), then the patch is then removed in the spring to re-install a semi-permanent (hot top) repair. The paving hot box will eliminate second phase of this process. The pavement box will also eliminate the need to hire an expensive contractor to pave a trench from an emergency water main break. The Town purchases on average 25 tons of cold patch material per year at $120/ton, spending in the range of $2,500 - $3,500 per year. The Highway Division makes approximately 30 trips to the plant at about a $50/hour per trip. This piece of equipment will save the town travel time as well as reduce expenses by purchasing less cold patch.

Other feature of the paving box are as follows:

- Recycle asphalt chunks and millings
- Hold hot mix for days
- Heat and re-heat cold patch

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	30,000	30,000					
G. Contingency								
H. Other								
TOTAL		**$30,000**	**$30,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: 2001 Ford F350 - Truck 54

Department: Department of Public Works / Parks | **Category:** Vehicle/Equipment

Description and Justification:

After 16 years of use, Truck 54 will have reached the end of its useful life. It is used throughout the year as a truck to transport staff to various work locations in Town as well as equipment in the back and to pull a trailer. During the winter it is used to plow smaller streets for which it is better suited for than a 5-ton plow truck. DPW is requesting that an equivalent replacement of a one-ton vehicle to be purchased in FY 2017. The current odometer reading on this truck is 106,580.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
			Estimated Expenditures by Fiscal Year					
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	54,500	54,500					
G. Contingency								
H. Other								
TOTAL		**$54,500**	**$54,500**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: 2006 Chevrolet Silverado - Truck 51

Department: Department of Public Works / Parks

Category: Vehicle/Equipment

Description and Justification:

Truck 51 has 85,280 miles on it and is used for consistently for plowing in the winter on smaller streets and parking lots, and to transport Parks employees and their equipment throughout the rest of the year. In FY 2017, this vehicle will be 11 years old and will have reached the end of its useful life. DPW is requesting that this vehicle be replaced in FY 2017 with a larger 1-ton vehicle better suited to being consistently used as a front line vehicle assigned to a winter plowing route.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1, 5	42,300	42,300					
G. Contingency								
H. Other								
TOTAL		$42,300	$42,300					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2000 International Truck (5-Ton Loader) - Truck 24**

Department: **Department of Public Works / Highway** | Category: **Vehicle/Equipment**

Description and Justification:

Truck 24 has experienced heavy usage since it was brought into operation 16 years ago. In FY2016 funding was approved to replace the body with a stainless steel version. Given its heavy use we project that it may need to be replaced in FY 2018. The amount budgeted anticipates that the body will be transferred to a new chassis, which is why the amount budgeted is less than is typical for this typ e of truck ($194,000).

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	150,000		150,000				
G. Contingency								
H. Other								
TOTAL		**$150,000**		**$150,000**				

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **1999 Caterpillar Loader - Vehicle L2**

Department: **Department of Public Works / Highway** | Category: **Vehicle/Equipment**

Description and Justification:

Vehicle L2 is heavily used throughout the year and is an absolutely critical piece of equipment during winter operations. This is the only loader we have and there is no backup piece of equipment that can perform its functions. Given the essential need to have a loader available at all times, DPW is requesting to purchase a new Caterpillar loader in FY 201.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	210,630			210,630			
G. Contingency								
H. Other								
TOTAL		**$210,630**			**$210,630**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2000 Ford F350 - Truck 52**

Department: **Department of Public Works / Cemetery** | **Category:** **Vehicle/Equipment**

Description and Justification:

Although Truck 52 did not experience heavy usage as a Cemetery maintenance vehicle (current odomoter reading is 9,100), its usage became more significant beginning in FY 2015 when DPW assumed responsibility for Cemetery maintenance. By FY 2020, Truck 52 will be 20 years old and we anticipate it will have reached the end of its useful life. Consequently, DPW is requesting that and equivalent replacement vehicle be purchased in FY 2020.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	60,500				60,500		
G. Contingency								
H. Other								
TOTAL		**$60,500**				**$60,500**		

Source of Funds Legend

(1) Operating Revenues	(3) State Aid	(5) Free Cash/Other	(7) Water Enterprise Fund Fees
(2) Municipal GO Bonds	(4) Trust Funds	(6) Sewer Enterprise Fund Fees	

PROJECT DETAIL SHEET

Project Title: **Town Server**

Department: **Board of Selectmen** | **Category:** **Department Equipment**

Description and Justification:

In 2015 the Town purchased a Dell Poweredge R520 server to house and run most of the Town's electronic data. It is virtualized and houses our email, Vadar financial system, Patriot assessing system, GEOTMS electronic permitting system, software for our electronic door access at Town Hall, and all of our electronic files. All Town email and files are stored here with the exception of the Police and Fire Departments, both which maintain separate servers for their unique functions. It is considered a best practice to plan to replace such equipment every five years for reliability and thus funding is requested to do so in FY 2020/2021.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	1	25,000					25,000	
G. Contingency								
H. Other								
TOTAL		**$25,000**					**$25,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

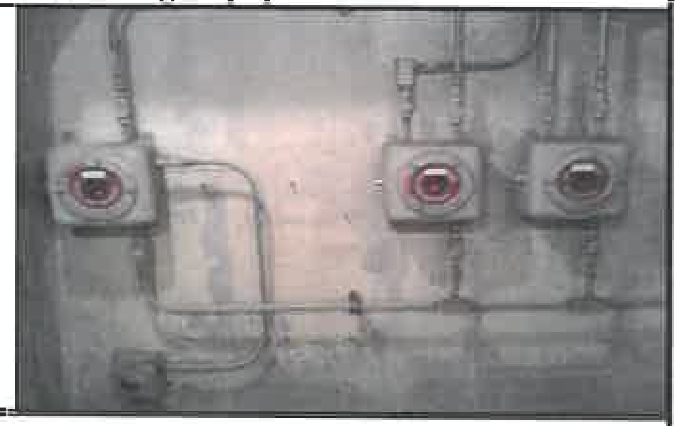
Project Title: **Gas Montoring System**

Department: **Department of Public Works / Wastewater** | Category: **Furnishings/Equipment**

Description and Justification:

The gas monitoring system at the Wastewater Treatment Facility is no longer functioning as designed. The O2 sensor has completely failed while the hydrogen sulfide and methane sensors are beyond their useful life. Because of the age of the existing system, these sensors are longer manufactured. Also of major concern is the fact that the Station Street pump station has no such gas monitoring equipment within the facility. By their very design, processes involved in wastewater treatment produce and use a number of highly toxic and explosive gases, requiring waste water monitoring to ensure the safety of both employees and the environment.

The DPW is requesting $20,000 to replace and upgrade this old obsolete monitoring system at the WWTF and install a new system at the Station Street Pump station.



RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	6	20,000	20,000					
G. Contingency								
H. Other								
TOTAL		$20,000	$20,000					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Wastewater Security**

Department: **Department of Public Works / Wastewater** | Category: **Buildings**

Description and Justification:

Provide enhanced security at the Wastewater Treatment Plant including additional access control, deterrent, detection and assessment devices.

Replace portion of fence along along the brook and across the front entrance area of the WWTF.

Install door Intrusion Alarm for main building, control building and the lab.

Video Surveillance.

Motion or photo eye Sensor lighting.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment	6	25,000	25,000					
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$25,000**	**$25,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Sewer Collection System Rehabilitation**

Department: **Department of Public Works / Wastewater** | Category: **Infrastructure**

Description and Justification:

The Town continues to make progress on eliminating the infiltration and inflow present in the sanitary sewer collection system. Continuing this program of testing and locating problem areas allows us to treat more actual sewage and less rainfall and groundwater, thus reducing cost for ratepayers.

FY 17- CCTV Investigation & Manhole Rehabilitation	$15,000
FY 18 - CCTV Investigation & Manhole Rehabilitation	$15,000
FY 19 - Design/ Replacement of 12" sewer main along Center Brook	$60,000
FY 20 - Constuction/ 12" sewer main along Center Brook	$320,000
FY 21- CCTV Investigation & Manhole Rehabilitation	$15,000
FY 22- CCTV Investigation & Manhole Rehabilitation	$15,000

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	6	440,000	15,000	15,000	60,000	320,000	15,000	15,000
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$440,000**	**$15,000**	**$15,000**	**$60,000**	**$320,000**	**$15,000**	**$15,000**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Wastewater Treatment Plant**

Department: **Department of Public Works / Wastewater** | Category: **Buildings**

Description and Justification:

Utilities throughout the country have been experiencing major problems associated with an increased volume of non-degradable items being introduced into the sanitary sewer collection system; Upton has also been affected by this issue and it has resulted in a significant increase to wastewater O&M labor. In order to address the issue, we recommend the design be undertaken in FY 2018 for approximately $40,000 and construction of a modification to the headworks to install a grinder, a travelling barscreen, and dumpster conveyor enclosed in a new small building for approximately $400,000 in FY 2019. Also, the existing pumps will reach the end of their 20-year useful life in FY 2019 and will need to be rebuilt for approximately $60,000.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	6	40,000		40,000				
C. Land Acquisition								
D. Construction	6 & 2	420,000			420,000			
E. Furnishings/Equipment	6	82,000			82,000			
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$542,000**		**$40,000**	**$502,000**			

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Josiah Drive Pump Station**

Department: **Department of Public Works / Wastewater** | Category: **Buildings**

Description and Justification:

There are three pumps in the Josiah Drive Pump Station will be 20 years old and in need of rehabilitation in beginning in FY 2019. It is recommended that one pump be replaced each year.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	6	30,000			10,000	10,000	10,000	
G. Contingency								
H. Other								
TOTAL		**$30,000**			**$10,000**	**$10,000**	**$10,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Station Street Pump Station**

Department: **Department of Public Works / Wastewater** | **Category:** **Buildings**

Description and Justification:

The grinder pump (aka the "Muffin Monster") in the Station Street Pump Station will have reached the end of its useful life in FY 2019 and is requested to be replaced.

There are also three pumps in the pump station will will be nearing the end of their useful lives beginning in 2022. The first pump cost is scheduled for that year, and the other two in future years, each at a cost of approximately $20,000.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	6	40,000			20,000			20,000
G. Contingency								
H. Other								
TOTAL		**$40,000**			**$20,000**			**$20,000**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title:	**2011 Chevrolet Silverado - Truck 30**		
Department:	**Department of Public Works / Water-Wastewater**	Category:	**Vehicle/Equipment**

Description and Justification:

Truck 30 has 75,280 miles on it and is used for transport water/wastewater employees and their equipment on a daily basis and consistently for plowing in the winter on smaller streets and parking lots. In FY 2021, this vehicle will be 11 years old and will have reached the end of its useful life. DPW is requesting that this vehicle be replaced in FY 2021 with a larger 1-ton vehicle better suited to being consistently used as a front line vehicle assigned to a winter plowing route.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	6, 7	53,000					53,000	
G. Contingency								
H. Other								
TOTAL		**$53,000**					**$53,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Three Bay Garage**

Department: **Department of Public Works / Wastewater** | **Category:** **Buildings**

Description and Justification:

Curently, there is one single bay garage at the Wastewater Treatment Facility for storing lawn mowers, pumps and associated equipement. There is no garage space for storage of the Water & Sewer Division vehicles. Over the past several years, the Divsion has experienced vandalism and stealing of equipment being stored outdoors of the facility. Storage of the Town's equipment will provide added security, longer life and easier access during the winter months when it is needed during emergency operations.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	6	100,000						100,000
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$100,000**						**$100,000**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Water Security**

Department: **Department of Public Works / Water** | Category: **Buildings**

Description and Justification:

Provide enhanced security at Glen Ave Pump Station, West River Street Pump Station, and Municipal Wellfield No. 3 including additional access control, deterrent, detection and assessment devices.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	7	25,000	25,000					
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$25,000**	**$25,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

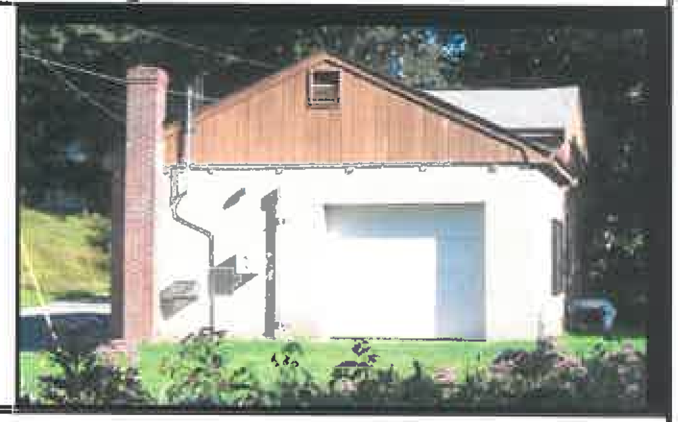
PROJECT DETAIL SHEET

Project Title: **Glen Avenue Pump Station**

Department: **Department of Public Works / Water** | **Category:** **Buildings**

Description and Justification:

The cast iron discharge line from the Glen Ave Pump Station to the Town's water main on Glen Avenue is undersized and corroding; it needs to be replaced with a new larger diameter ductile iron line. This work was originally part of the Glen Ave Pump Station Rehabilitation project, but was deferred to make the project feasible within the budget.



RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	7	30,000	30,000					
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$30,000**	**$30,000**					

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **TIP Project - Hartford Ave North**

Department: **Department of Public Works / Water** Category: **Infrastructure**

Description and Justification:

The Town anticipates the CMRPC-funded highway TIP project on Hartford Ave North to be ready for construction by FY 2019. In conjection with this work, the Town needs to fund an asbestos cement water distribution main replacement in this construction corridor. The ductile iron main replacing the current main will provide additional hydraulic (fire fighting) capacity to the area. This section of water main has had several breaks in the last several years as well.

A portion of this project will be paid from funds remaining in the bond issue for Well Field #3 that was not fully expended ($293,000).

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction	2, 7	1,320,000		1,320,000				
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$1,320,000**		**$1,320,000**				

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **Water Distribution System Improvement Program**

Department: **Department of Public Works - Water**

Category: **Infrastructure**

Description and Justification:

This CIP is based on recommendations from the 2011 Water Master Plan conducted by Tata & Howard. The capital improvement projects will provide a direct benfit to the overall level of service to the Town, reduce operation and maintenance cost by reducing the frequency of water main failures and the damage they cause, as well as improve water quality.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design	2 & 7	302,800	20,000	88,000	25,000	59,400	18,000	92,400
C. Land Acquisition								
D. Construction	2 & 7	1,064,000		120,000	400,000	160,000	297,000	87,000
E. Furnishings/Equipment								
F. Departmental Equipment								
G. Contingency								
H. Other								
TOTAL		**$1,366,800**	**$20,000**	**$208,000**	**$425,000**	**$219,400**	**$315,000**	**$179,400**

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees

PROJECT DETAIL SHEET

Project Title: **2011 Chevrolet Silverado - Truck 30**

Department: **Department of Public Works / Water-Wastewater** | **Category:** **Vehicle/Equipment**

Description and Justification:

Truck 30 has 75,280 miles on it and is used for transport water/wastewater employees and their equipment on a daily basis and consistently for plowing in the winter on smaller streets and parking lots. In FY 2021, this vehicle will be 11 years old and will have reached the end of its useful life. DPW is requesting that this vehicle be replaced in FY 2021 with a larger 1-ton vehicle better suited to being consistently used as a front line vehicle assigned to a winter plowing route.

RECOMMENDED FINANCING

	Source of Funds	Total Six -Year Cost	Estimated Expenditures by Fiscal Year					
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
A. Feasibility Study								
B. Design								
C. Land Acquisition								
D. Construction								
E. Furnishings/Equipment								
F. Departmental Equipment	6, 7	53,000					53,000	
G. Contingency								
H. Other								
TOTAL		**$53,000**					**$53,000**	

Source of Funds Legend

(1) Operating Revenues
(2) Municipal GO Bonds
(3) State Aid
(4) Trust Funds
(5) Free Cash/Other
(6) Sewer Enterprise Fund Fees
(7) Water Enterprise Fund Fees