

CAPITAL IMPROVEMENTS PLANNING COMMITTEE (CIPC)
ANNUAL REPORT FOR FY15
30 June 2015

The Capital Improvements Planning Committee began the planning cycle in October 2014, reviewing the status of capital items procured in prior fiscal years, status of items on the current project plan, the Town's fixed assets, and current and project financial capacities. The Committee also welcomed new members Jim McGrath and Miryam Rabinovich.

On October 9th, Chief Conte (Fire/EMS) met with the CIPC and submitted a request for a Lucas CPR Chest Compression System. The CIPC completed the evaluation of the capital item and recommended approval. The item was placed on the Special Town Meeting Warrant, and on October 27th the Town voted and approved to raise and appropriate or transfer from available funds the sum of \$13,200, to purchase a Lucas 2.2 Chest Compression System and accessories for use by the Paxton Fire Department on the Town's ambulance.

The CIPC also included an article on the Special Town Meeting Warrant, requesting that \$40,000 be transferred to the Capital Depreciation Fund. The Town voted and approved to transfer from available funds the sum of \$25,000 to the Capital Depreciation Fund.

WRSD representatives met with the CIPC on November 17th and discussed potential FY 16 Capital Project requests, which included resurfacing of the gymnasium and cafetorium floors, upgrade of the heating system boilers, parking lot resurfacing, installation of new flooring/carpet in the library, and upgrades to the light fixtures and switches in the cafetorium.

The CIPC formally solicited capital project requests on November 17th from the Departments, Committees, Boards, and so forth. Formal responses were received from Fire/EMS, Public Works, Police, and Board of Selectmen. As part of the process, Department Managers were interviewed, and the Committee inspected equipment and facilities. The following is a summary of the capital requests:

1. DPW: Procure a new 2015 Mack Heavy Duty/Single Axle Combination Dump/Sander/Plow Truck to replace the present existing 2000 International Dump Truck.
2. Fire/EMS: Procure a new 2015 Emergency/Rescue Ambulance to replace the present existing 1999 Ford E450 Rescue Ambulance.
3. Police: Procure a new 2015 Ford Police Interceptor Utility for the Police Department; and, further, to authorize the disposal of the Police Department's 2005 Ford Crown Victoria police cruiser (Car #7).
4. Board of Selectmen: Painting, lead abatement and minor repairs to the exterior of the Town Hall.
5. CIPC: Transfer available funds to the Capital Depreciation Fund.

Overall, the FY 16 Capital Budget requests totaled approximately \$648K, while the FY 17 – 21 Capital Program requirements totaled approximately \$2.86M. At the time these requirements were evaluated, the Capital Depreciation Fund had a balance of approximately \$128K.

At the May 4th, 2015 Annual Town Meeting, the committee sponsored the following warrant articles:

Article 4: To see if the Town will vote to raise and appropriate, borrow, transfer from available funds in the Treasury, or otherwise provide, the sum of \$255,000 for the purpose of acquiring a new 2015 Mack Heavy Duty/Single Axle Combination Dump/Sander/Plow Truck for the DPW to replace the present existing 2000 International Dump Truck, with all proceeds generated from the disposal of said vehicle be deposited in the Capital Depreciation Fund; or ct in any way thereon.

Article 5: To see if the Town will vote to raise and appropriate, borrow, transfer from available funds in the Treasury, or otherwise provide, the sum of \$210,000 for the purpose of acquiring a new Emergency/Rescue Ambulance for the Fire/EMS Department to replace the present existing Ambulance, with all proceeds generated from the disposal of said vehicle be deposited in the Capital Depreciation Fund; or ct in any way thereon.

Article 6: To see if the Town will vote to transfer and appropriate the sum of \$36,842 or any other sum, from the Capital Depreciation Fund to purchase one 2015 Ford Police Interceptor Utility for the Police Department; and further to authorize the disposal of the Police Department's 2005 Ford Crown Victoria police cruiser (Car #7) with all proceeds generated from the disposal of said vehicle be deposited in the Capital Depreciation Fund; or ct in any way thereon.

Article 7: To see if the Town will vote to transfer from available funds (Free Cash and/or Overlay Surplus), the sum of \$30,000 or any sum and transfer to the Capital Depreciation Fund, or act in any way thereon.

Both the Finance Committee and Board of Selectmen recommended approval of Articles 4, 5, and 6; these articles were approved by unanimous town vote. However, Article 6 was disapproved by the Board of Selectmen and Finance Committee and thus was not voted on. The Town Hall Project (exterior painting, lead abatement and minor repairs) did not make it out of committee and thus was not placed on the Town Warrant.

Respectfully,

Jeffrey Kent, Chairman
Forrest Smith, Vice Chair
Gerald Ryan, Clerk
Kateri Clute
Jim McGrath
Carol Riches
Miryam Rabinovich