

CAPITAL IMPROVEMENTS PLANNING COMMITTEE (CIPC)
ANNUAL REPORT FOR FY16
30 June 2016

The Capital Improvements Planning Committee (CIPC) began the planning cycle in August 2015, 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 member Mark Love, but said goodbye to longstanding member Jerry Ryan. We wish to acknowledge Jerry's years of service to the Town of Paxton, and we owe him a debt of gratitude and a huge thank you.

In September 2015 the CIPC reviewed and discussed the roof of the John Bauer Senior Activity Center. The following summary/discussion points were made:

- (1) The roof leak(s) have worsened and rain water continues to penetrate two floor levels. As time passes, the structure and foundation will rapidly deteriorate.
- (2) There is ceiling and drywall damage in two rooms on the second floor.
- (3) There are adequate finances in the Capital Depreciation Fund to pay for a new roof.
- (4) We should leverage the Capital Depreciation Fund to finance the project and set a budget of \$65,0000.00

The Committee voted that the roof project be placed on the warrant at the Special Town Meeting (STM), and submitted the following Warrant Article to the Finance Committee and Board of Selectmen:

To see if the Town will vote to transfer the sum of \$65,000 from the Capital Depreciation Fund to replace the leaking roof of the John Bauer Senior Activity Center; or act in any way thereon.

The Warrant Article was presented at the September 2015 Special Town Meeting and was approved unanimously.

In the next three months following the STM, the CIPC solicited and received the following FY17 Capital Improvement Projects:

- (1) Fire/EMS: Tanker Truck, at a cost of \$350K. (Borrow \$100K/\$250K FEMA Grant)
- (2) Fire/EMS: Command Car, at a cost of \$47K.
- (2) DPW: Backhoe, at a cost of \$123K. Utility Truck, at a cost of \$50K.
- (3) Richard Memorial Library: Facility Upgrades (Lighting, Insulation/WX Proofing, Carpeting), Update HVAC, Basement Meeting Room, at a cost \$60K-\$112K.

The CIPC reviewed all projects and met with the departments to discussed the Capital Budget submissions. Both DPW and the RML Board of Trustees withdrew their submissions for consideration. DPW will invest maintenance dollars to extend the service life of the 2002 John Deere Backhoe and 2006 Ford F350 Pickup Truck. RML needed more time to refine their requirements and obtain contracting bids; all items are on the Capital Plan and may be considered as a warrant article in the future. The CIPC passed over the Tanker Truck requirement until the FEMA AFG Grant decision is announced, and deferred the Command Vehicle requirement to a later budget year.

At the 2016 Annual Town Meeting, the CIPC sponsored the following Warrant Articles:

To see if the Town will vote to transfer the unexpended sum of \$6,000 from Article 3 of the October 15, Special Town Meeting (Account 0100-1192-5803-0000) to the Capital Depreciation Account; or act in anyway thereon.

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 the first warrant article, which was unexpended funds from the John Bauer Senior Center roof project. The second warrant article was disapproved by the Board of Selectmen and Finance Committee and thus was not voted on.

Respectfully,

Jeffrey Kent, Chairman
Forrest Smith, Vice Chair
Kateri Clute, Clerk
Mark Love
Jim McGrath
Carol Riches