

**CAPITAL IMPROVEMENTS PLANNING COMMITTEE (CIPC)**  
**ANNUAL REPORT**  
**For Fiscal Year 19**  
**(01 JUL 18 to 30 JUN 19)**  
**30 SEP 18**

The Capital Improvements Planning Committee (CIPC) began the planning cycle in December 2017, 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. On 11 December 2017, the CIPC published guidance and solicited Department and Committee input to the FY 19 Capital Budget and FY 20-24 Capital Program.

In January 2018, the CIPC received 12 capital requests totaling \$1,277,117. In the subsequent months, the CIPC reviewed all projects and met with the departments to discuss the following FY19 Capital Improvement Projects:

- (1) Board of Selectmen; Basement Heating System Repairs/JBSC; Estimated Cost: \$11,072
- (2) DPW: Backhoe Loader Replacement; Estimated Cost: \$140,390
- (3) Water Department: Utility P/U Truck; Estimated Cost: \$55,845<sup>1</sup>
- (4) COA: Shuttle Van Replacement; Estimated Cost: \$34,850
- (5) WRSD:
  - a. Athletic Field Artificial Turf Replacement; \$600,000 project; \$58,200 – Paxton %
  - b. Parking Lot Paving/ECC-Jefferson Building; \$50,000 project; \$4,850 – Paxton %
- (6) Paxton Fire Department:
  - a. FF Gear/PPE Replacement; Estimated Cost: \$145,000<sup>2</sup>
  - b. Ladder 1 Refurbishment; Estimated Cost: \$110,000
  - c. Forestry 1 Refurbishment; Estimated Cost: \$25,000
  - d. Car #4 Replacement; Estimated Cost: \$48,000
  - e. Tanker Truck Replacement; Estimated Cost: \$360,000<sup>2</sup>
  - f. Ambulance A-2 Replacement; Estimated Cost: \$275,000

In April 2018, the CIPC voted and forwarded the following Warrant Article recommendations to the Finance Committee and Board of Selectmen:

- (1) Approval: DPW Backhoe; Ladder 1 Refurbishment; COA Shuttle Van Replacement; Water Department/Utility P/U Truck (*Enterprise Funding Note 1*)
- (2) Disapproval: WRSD Athletic Field Artificial Turf Replacement; WRSD Parking Lot Paving/ECC-Jefferson Building.
- (3) The CIPC voted to defer the following capital projects to subsequent fiscal year(s):
  - a. FF Gear/PPE Replacement; Tanker Truck Replacement; both capital projects are pending FEMA Assistance to Firefighters Grant decision (*Note 2*).
  - b. Forestry 1 Refurbishment, Car #4 Replacement, Ambulance A-2 Replacement.
  - c. Basement Heating System Repairs/JBSC.
  - d. Parking Lot Paving/ECC-Jefferson Building.

At the Annual Town Meeting (7 May 2018), the CIPC presented and made motions for the following Warrant Articles:

**Article 12 - Backhoe:** *To see if the Town will vote to borrow the sum of \$140,390 or any other sum, to purchase a new 2018 Backhoe Loader for the Department of Public Works and trade-in the existing 2002 John Deere 410; provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under Chapter 59, Section 21C (k), of the General Laws; or act in any way thereon.*

**THE MODERATOR DECLARED THAT THE MOTION PASSED.**

**Article 13 - Ladder #1 Refurbish:** *To see if the Town will vote to borrow the sum of \$110,000 or any other sum, to refurbish the Fire Department's 2003 KME Aerial Platform Ladder #1 Truck: provided, however, that this appropriation and debt authorization shall be contingent upon passage of a Proposition 2 ½ debt exclusion referendum under Chapter 59, Section 21C (k), of the General Laws; or act in any way thereon.*

*Note: Based on the recommendation from the Chief, Paxton FD, the CIPC moved to pass over this article; motion 2<sup>nd</sup> by FINCOM and approved by BoS.*

**THE MODERATOR DECLARED THAT THE MOTION IS PASSED OVER.**

**Article 14 - COA Van Replacement:** *To see if the Town will vote to borrow the sum of \$22,000, or any other sum, to purchase one 2019 Toyota Sienna Le Passenger Van for the Council on Aging and trade-in the 2011 Dodge Caravan: provided, however, that this appropriation shall be contingent upon passage of Proposition 2 ½ Capital Expenditure Exclusion referendum to assess additional real estate and personal property taxes for a single year under Chapter 59, Section 21C (i ½ ), of the General Laws; or act in any way thereon.*

**THE MODERATOR DECLARED THAT THE MOTION PASSED.**

**Article 15 - WRSD Athletic Field Turf Replacement:** *To see if the Town will vote to borrow the sum of \$60,120 or any other sum, to replace the Athletic Field Turf at Wachusett Regional High School; provided, however, that this appropriation shall be contingent upon passage of Proposition 2 ½ Capital Expenditure Exclusion referendum to assess additional real estate and personal property taxes for a single year under Chapter 59, Section 21C (i ½ ), of the General Laws; or act in any way thereon.*

**THE MODERATOR DECLARED THAT THE MOTION FAILED.**

**Article 16 - Pickup Truck for Water Department:** *To see if the Town will vote to authorize the Board of Selectmen in accordance with Chapter 44, Section 21C of the Massachusetts General Laws to enter into a five year "lease to own" agreement for the purpose of acquiring a new 2018 Utility Style Pickup Truck for the Water Department in the amount of \$49,914, with a five yearly lease payment of \$11,169, to be raised and appropriated as part of the Water Enterprise Funds; or act any way thereon.*

**THE MODERATOR DECLARED THAT THE MOTION PASSED.**

**Article 17 - ECC Parking Lot:** *To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$4850.00 or any other sum, from the unexpended balance from the appropriation for the Paxton Center School Green Improvement Project, approved at the May 2, 2001 Annual Meeting to repair the parking lot at the Early Childhood Center and District Office; or act in any way thereon.*

**THE MODERATOR DECLARED THAT THE MOTION PASSED.**

At the Annual Town Election (14 May 2018), voters passed the Questions 3 & 5 (Backhoe and COA Van). Voters defeated Questions 4 & 6 (WRSD Athletic Field Turf and Ladder #1 Refurbishment).

Respectfully,

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