

Capital Budget Committee

Fiscal Year 2021 Recommendations



Fiscal Year 2021 Review Process

- Board of Selectmen issue budget guidance and FY 2021 goals and objectives
- Town Administrator issues call to department heads and sets calendar for submission and review
- Capital Budget Committee (CBC) receives requests and designates members for departmental review of needs
- Departments present requests to CBC
- CBC prioritizes needs and presents to Finance Committee and updates the BOS.
- Recommendations presented to the Board of Selectmen

Fiscal Year 2021 Review Process

Timeline	Process
September	Board of Selectmen (BOS) issue budget guidance and FY 2021 goals and objectives
September	Town Administrator issues call to department heads and sets calendar for submission and review
September – October	Capital Budget Committee (CBC) receives requests and designates members for departmental review of needs
October – November	Departments present requests to CBC
December	CBC prioritizes needs and presents to Finance Committee and updates the BOS
December	Recommendations presented to the Board of Selectmen
February	Final recommendations presented at the BOS Budget Hearing
April	Warrant Article drafted and presented to Annual Town Meeting for action

FY 2021 Recommendations at a Glance

- Reviewed 60 requests totaling \$21.7 million
- Recommended 31% of overall capital requests & 26% of CIP levy eligible items (within the \$1.5 million appropriation)
- No remaining CIP appropriation to commit to reserves, although we recommend doing so if other funds are available

Source	Amount
CIP from Levy	\$ 1,502,105
Enterprise Retained Earnings	2,120,000
Fire Ambulance Receipts Fund	495,000
Roadway appropriations	1,532,556
Recycling Reserve	93,000
Free Cash	120,000
Other Funds	<u>250,000</u>
Total Recommendations	\$ 6,112,661

CBC FY 21 Recommendations – Funding From CIP Tax Levy

Department	Item/Project	Dept. Request	CBC Recommend.	CBC Ranking
Police	Cruiser replacement program	\$ 179,000	\$ 120,000	A
Police	Radio system upgrades	350,000	200,000	A
Police	Firearms shooting trailer	750,000	100,000	B
Police	Taser replacement program	50,000	27,960	A
Natural Resources	Vehicle Replacement - 4x4 1500 Crewcab Pickup	47,000	47,000	A
Natural Resources	Vehicle Replacement - 4x4 350 Ext. Cab Pickup	49,000	49,000	A
Natural Resources	Permitting Fish Reef Project	80,000	33,000	A
Natural Resources	Waterway Channel Dredging/Beach Nourishment	50,000	50,000	A
Recreation	Vehicle Replacement – Beach Vehicle	35,000	35,000	A
Highways	Vehicle/Equipment Replacement – Dump Truck	190,000	190,000	A
Facilities	HVAC repairs – various locations	50,000	50,000	A
Facilities	Town Hall Entry doors	15,000	15,000	A
Parks	Drinking Fountain Upgrades	20,000	20,000	A
Parks	Peter Homer Park – softball infield renovation	17,000	17,000	A
Parks	Bunker & field rake	12,000	12,000	A
Parks	Front-end loader	18,750	18,750	A
IT	PC and components annual replacement program	55,000	55,000	A
IT	Network infrastructure annual replacement program	50,500	50,500	A
IT	Town-wide telephone system replacement	130,000	130,000	B
IT	Software licensing and applications	140,000	140,000	A
Schools	ME Small roof repairs	1,952,528	50,000	A
Schools	DY High School boiler replacement	<u>91,895</u>	<u>91,895</u>	A
		\$ 4,332,673	\$ 1,502,105	

CBC FY 21 Recommendations – Enterprise Funds & Roadways

Department	Item/Project	Dept. Request	CBC Recommend.
Enterprise Fund Retained Earnings			
Water	Well Redevelopment	\$ 205,000	\$ 205,000
Water	Facilities Improvements	1,300,000	1,300,000
Water	Water Tank Painting	215,000	215,000
Water	Distribution System Improvements	250,000	250,000
Water	Production System Hardware	100,000	100,000
Golf	Dump Truck Purchase	<u>50,000</u>	<u>50,000</u>
		\$ 2,120,000	\$ 2,120,000
Roadways from Tax-Levy			
Engineering	Roadway Improvements (override)	\$ 1,307,556	\$ 1,307,556
Engineering	Stormwater Improvements	<u>225,000</u>	<u>225,000</u>
		\$ 1,532,556	\$ 1,532,556

CBC FY 21 Recommendations – Other Funds

Department	Item/Project	Dept. Request	CBC Recommend.	CBC Ranking
Fire Ambulance Receipts Fund				
Fire	Replace Ambulance 53	\$ 300,000	\$ 300,000	A
Fire	Replace Vehicle 59	55,000	55,000	A
Fire	Station 1 Generator	40,000	40,000	A
Fire	Internal Borrowing Repayment pumper 43	<u>100,000</u>	<u>100,000</u>	A
		\$ 495,000	\$ 495,000	
Recycling Reserve Fund				
Sanitation	Replace Sanitation Vehicle	\$ 43,000	\$ 43,000	B
Sanitation	Engineering, Design, permitting of C&D Pad	<u>200,000</u>	<u>50,000</u>	A
		\$ 243,000	\$ 93,000	
FEMA Disaster Reimbursement Fund				
Facilities	Town Hall Attic Insulation	\$ 50,000	\$ 50,000	A
Facilities	Bridgewater Univ. Bldg. – Roof repair	<u>200,000</u>	<u>200,000</u>	A
		\$ 250,000	\$ 250,000	

CBC FY 21 Recommendations – Free Cash recommendations

Department	Item/Project	Dept. Request	CBC Recommend.
Police	Cellebrite Investigation System	\$ 20,000	\$ 20,000
Police	Tablets, phones & technology replacements	10,000	10,000
Police	Furniture replacement	14,000	14,000
Finance	Town Clerk voting tabulators	56,000	56,000
Finance	Town Clerk voting booths	<u>20,000</u>	<u>20,000</u>
		\$ 120,000	\$ 120,000

Requests Withdrawn or Not Recommended

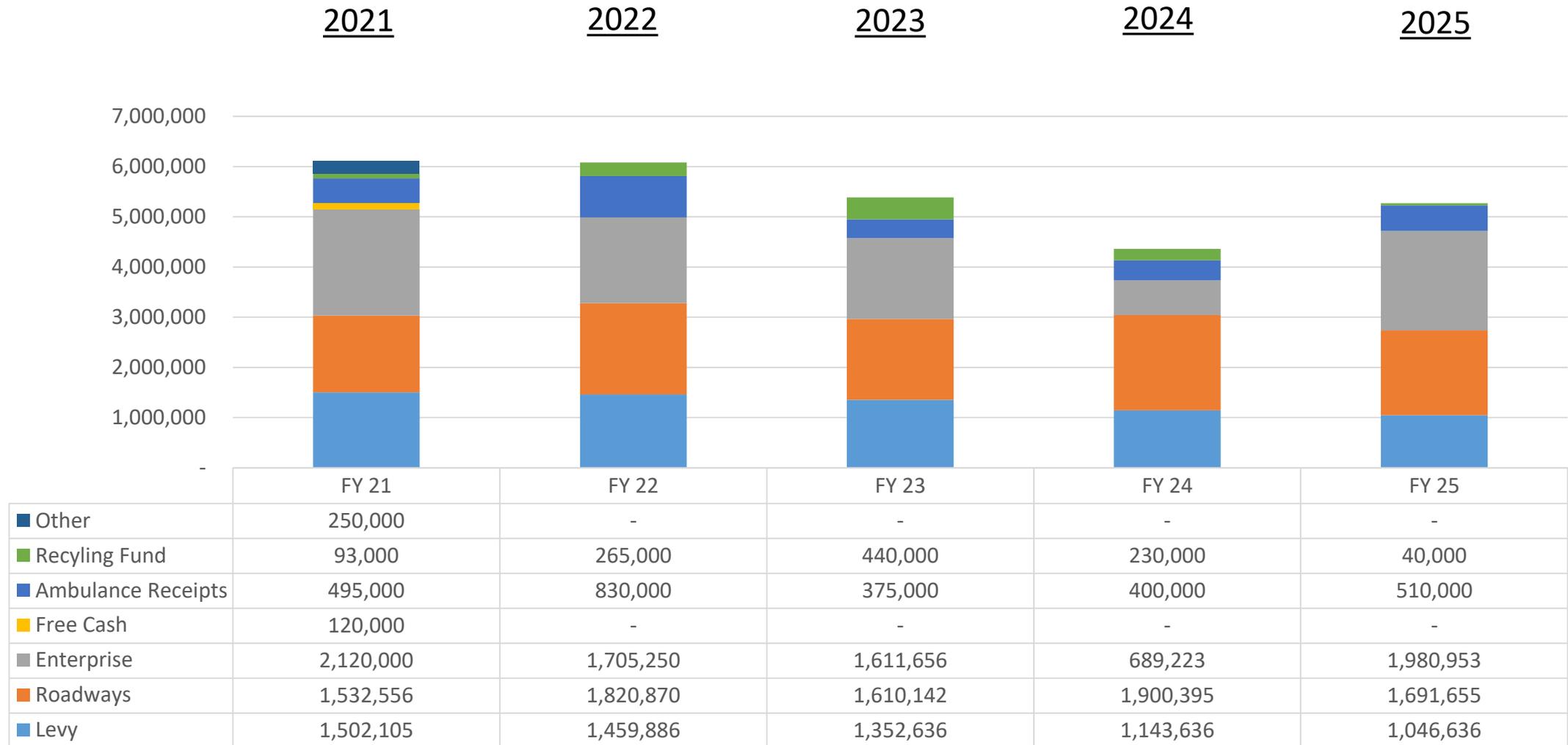
Dept.	Project	Amount
Police	Body Worn Camera System	\$ 150,000
Police	Cruiser Camera System	150,000
Police	CAD/RMS applications	275,000
Natural Resources	Fish Reef Enhancement	120,000
Natural Resources	Lewis Bay Flushing Study	120,000
Natural Resources	Navigation Buoys	25,000
Highway	Aerial Work Platform	140,000
Police	Police Station Carpeting	30,000
Parks	Mower replacement	12,000
DY Schools	Energy Management System	281,726
Fire	Dive Equipment	10,000
IT	Channel 18 Infrastructure upgrade	175,000
		\$ 1,488,726

Projects deferred on 10 Year plan:

- Run Pond Revitalization \$ 3,787,000
- Costal Infrastructure Repairs & Improvements \$15,415,000
- Sandy Pond Phase 1 \$ 3,370,000

Town-wide fiber network replacement deferred pending negotiation with Comcast and pending grant opportunities. \$700,000

5 Year Capital Improvement Plan - FY 2021 to '25



10 Year Capital Facility Plan – FY 2021 to FY 2030

Department	Asset	Amount
Public Safety	Dispatch Center	\$ 1,300,000
Fire Department	Fire Station One	18,000,000
Golf Department	Bass River Clubhouse	2,500,000
Library	Library Facility	12,000,000
Natural Resources	Run Pond Revitalization	3,787,000
Natural Resources	Coastal Infrastructure Repairs & Improvements	15,415,000
Recreation	Flax Pond Construction	1,800,000
Recreation	Sandy Pond Construction	5,210,000
Recreation	Homer Park Construction	1,650,000
Recreation	Drive-in Site re-development	<u>-0-</u>
Town Subtotal		61,662,000
Schools	ME Small – Roof only	1,952,528
Wastewater	Phase 1 and Phase 2	<u>179,000,000</u>
Grand Total		<u>\$ 242,614,528</u>

List does not include previously authorized projects that are in progress, including:

- Mattacheese School replacement
- New CC Tech School
- DPW Facility

Challenges & Considerations Moving Forward

- Operating expenses bundled and presented as capital
- Projects presented in advance of organizational policy decisions
- Inadequate funding for “routine capital” – consider escalating \$1.5 million annual levy appropriation by 2.5%
- Creation of annual appropriation for waterways (similar to roadways)
- Creation of a periodic “Bundled” Bond Issue
- Changes to CIP process and reporting
- Institute use of recommended Vehicle Rating System and updating of existing policy

Questions & Comments

Capital Budget Committee:

Sandy Fife, Chairperson

Joanne Crowley

Curt Sears

Robert Ciavarra

Lindsay Pietro

Kathe Hyslop

Judy Connors Tarver