



Town of Belmont **Capital Projects**

FY12 Status Report
Board of Selectmen's Meeting

July 26, 2011



Capital Projects

Presentation Outline

- Overview
- FY12 Funding Sources
- List of Newly Funded FY12 Projects
- Inventory of Pre-FY12 Projects
- Challenges & Key Issues
- Next Steps



Capital Projects

What are “Capital” Projects?

- Planned projects, purchase of capital assets (ie. operating equipment)
- Generally lasting five (5) or more years
- Funded by various sources (ie. general fund, bonds, grants, Chapter 90, gifts, matching grants, turn-backs, leases, enterprise revenues)

“Major” Capital Projects:

- Require planning, construction & funding over multiple fiscal years
- Includes major construction projects – assets will last long time & cost large sums
- Construction typically funded through bonds
- Often requires debt exclusion vote



Capital Projects

Value of Capital Planning

- Decision-making process to identify & prioritize community needs - all competing for limited funds
- Prioritize projects based on most critical needs
- Plan & assess projects based on local priorities
- Prevent more costly expenses/repairs down the road
- Plan & coordinate infrastructure improvements between departments, State and federal funding sources
- Estimate costs for short & long-term projects and large capital equipment expenses
- Determine capital expenses for annual budget process
- Identify & determine funding sources for projects
- Plan & arrange multi-year funding



Capital Funding

FY12 General Fund Projects

Appropriation: **\$ 2,702,224**

Funding Sources:

- FY12 voted from taxation: \$ 2,087,760
- Turn-backs from prior years: \$ 167,464
- FY13-16 Lease (Years 2-5) \$ 447,000
 - 5 year lease totals \$596,000
 - Year 1 lease payment of \$149,000 is included



Capital Projects

Transfers to FY12 Capital Budget

Project	1 st Year	1 st Appropriation	\$ Transferred
Generator Electrical Backup (Homer)	2009	\$47,000	\$11,421
Highway Yard Building Ventilation	2008	\$50,000	\$7,907
Fire Radio System (Phase II)	2005	\$75,000	\$930
Library Walkways & Sidewalks	2010	\$16,500	\$1,967
Highway Dump Truck	2010	\$101,000	\$9.49
Riding Lawnmower	2011	\$12,600	\$1.16
Schools - Security System	2010	\$135,000	\$84,587
Schools – High School Driveway repaving	2010	\$100,943	\$26,132
Schools - Feasibility Study/Science Labs	2011	\$20,000	\$20,000
Schools – High School Translucent Panels	2009	\$100,000	\$8,787
Schools - Data integration	2008	\$52,500	\$2,966
Schools - Network Switching Equipment	2011	\$60,000	\$354
Schools – High School Design	2004	\$90,000	\$2,403
			\$167,464

Public Safety

FY12 Capital Equipment

Dept	Project	Capital Request	Amount Voted	Notes
Police	Network switches replacement	\$19,500	\$19,500	<ul style="list-style-type: none"> ■ \$19.5K voted for FY12 ■ Being reviewed by IT consultant for compatibility with town-wide technology infrastructure & future needs
Police	Replace 4 Motorola mobile radios & receivers	\$23,000	<i>See Lease Below</i>	<ul style="list-style-type: none"> ■ Lease to own ■ Ordering by Fall (per state bid list) for delivery by early Spring
Fire	SCBA Self Contained Breathing Apparatus	\$288,000	<i>See Lease Below</i>	<ul style="list-style-type: none"> ■ Lease to own ■ Reviewing equipment & state bid vendors for Spring delivery
Fire	Rescue ambulance	\$230,000	<i>See Lease Below</i>	<ul style="list-style-type: none"> ■ Lease to own ■ Developing RFP Specs, Review of manufacturers; Out to bid by late Fall for Spring delivery
Fire	Portable radios	\$55,000	<i>See Lease Below</i>	<ul style="list-style-type: none"> ■ Lease to own ■ Ordering by Fall (per state bid list) for delivery by early Spring
Capital Lease Purchase		\$596,000	\$149,000	<ul style="list-style-type: none"> ■ 5 year repayment schedule



Public Works

FY12 Capital Projects

Dept	Project	Capital Request	Amount Voted
DPW Highway	Highway Snow Fighter conversion	\$40,750	\$40,750
DPW Highway	Highway Material Spreader/Truck Rehab	\$25,000	\$25,000
DPW Highway	Highway Snow Plow Replacement	\$288,000	\$16,600
DPW Cemetery	Cemetery Riding Mower Replacement	\$13,000	\$13,000
DPW Parks	Parks Tennis Courts Resurfacing	\$21,775	\$21,775
DPW	Sidewalks		\$135,000
Community Development	Pavement Management – Major Capital Project	\$1,132,000	\$1,132,000
Community Development	Chapter 90 Pavement Work – State Funded	\$400,000	\$531,147



Town Departments

FY12 Capital Projects

Dept	Project	Capital Request	FY12 Funds Available	Notes
Council on Aging	Belder Bus	\$13,000	\$13,000	<ul style="list-style-type: none"> ■ Town match for state grant ■ If grant is NOT awarded, funds will be re-appropriated ■ Utilizes turned-back funds
Library	Replacement of digital microfilm reader	\$11,135	\$11,135	<ul style="list-style-type: none"> ■ Replaces 15 yr old equipment
Building Services	Repoint brick walls at Police Station	\$175,000	\$60,000	<ul style="list-style-type: none"> ■ Repairs will be made in most critical sections assessed as highest priority and/or areas of repair that will minimize further damage



Water & Sewer

FY12 Capital Projects

Dept	Project	Capital Request
Sewer	Vactor lease/purchase (coordinated with Water)	\$29,885
Sewer	Sewer & Drain Repair	\$360,000
Sewer	Replace Dump Truck	\$107,000
Water	Vactor Lease/Purchase (coordinated with Sewer)	\$29,885
Water	Water Main Replacement Program	\$300,000
Community Development	New Water Bond MWRA	\$421,358
Community Development	New Sewer Bond MWRA	\$559,406 <i>(authorized to borrow – actual amount TBD)</i>

Schools

FY12 Capital Projects

- Town works with School on capital as needed
- Coordinate Town & School projects whenever feasible

Project	Capital Request	FY12 Funds Available	Notes
Burner replacement (High School)	\$100,000	\$100,000	■ FY12 General Fund
Air duct cleaning (All Schools)	\$130,000	\$130,000	■ Using turn-back funds
Rebuilding 2 heating units (HS Field House & Gym)	\$15,000	\$15,000	■ FY12 General Fund
Replace main exterior entry way doors (BK, BT)	\$24,464	\$24,464	■ Using turn-back funds
Replacement of exterior stairs & Bur (White Field House)	\$39,000	\$39,000	■ FY12 General Fund
Building envelope (High School)	\$250,000	\$250,000	■ FY12 General Fund
Network switching equipment (Phase II of III)	\$60,000	\$60,000	■ FY12 General Fund



Capital Projects

Inventory of Prior Year Projects



Building Services

FY11 Capital Projects

Project	Year	Initial Appropriation	Funds Available	Status & Next Steps
Town Hall Attic Insulation	2011	\$32,000	\$31,370	<ul style="list-style-type: none">■ In progress■ Bid Specs being finalized for RFP■ Transferred to FY12 Capital
Stained Glass Windows in Auditorium	2011	\$75,000	\$75,000	<ul style="list-style-type: none">■ In progress■ Bid Specs being finalized for RFP■ Transferred to FY12 Capital

Public Works

FY10-11 Capital Projects

Project	Year	Initial Appropriation	Funds Available	Status & Next Steps
Replace riding lawn mower	2011	\$12,600	\$96	<ul style="list-style-type: none"> ■ \$1.16 transferred to FY12 ■ Transfer \$96.72 to FY13 Capital
Material spreader	2011	\$23,000	\$115	<ul style="list-style-type: none"> ■ Transfer \$115.25 to FY13 Capital
Highway radio conversion	2011	\$27,125	\$43	<ul style="list-style-type: none"> ■ Transfer \$43.20 to FY13 Capital
Resurface WB Tennis & Repair PQ	2011	\$24,100	\$24,100	<ul style="list-style-type: none"> ■ In progress ■ Scheduling repair work for Winn Brook Courts – bid & contract completed
Chain link fence replacement	2011	\$29,800	\$29,800	<ul style="list-style-type: none"> ■ In progress ■ Bid specifications are being drafted for RFP Process

Community Development

FY06-11 Capital Projects

Project	Initial Year	Initial Appropriation	Funds Remaining	Status & Next Steps
Pavement & Sidewalk Management	2006	\$300,000	\$2,086	■ Transfer to FY13 Capital
Ash Landfill Engineering	2007	\$150,000	\$64,003	■ On-going project
Rock Meadow Match	2008	\$0	\$7,904	■ \$30,000 initial budget
FY10 Pavement Management	2009	\$1,077,275	\$314,756	<ul style="list-style-type: none"> ■ In progress (On-going project) ■ \$100,000 open PO ■ Police Details & Road Construction
FY11 Pavement Management	2010	\$1,104,207	\$721,263	<ul style="list-style-type: none"> ■ In progress (On-going project) ■ \$78,919 open PO ■ Police Details & Road Construction
Library Parking Lot Repaving	2011	\$41,376	\$5,276	■ Transfer to FY13 Capital



Town Departments

FY99-06 Capital Projects

Dept	Project	Year	Initial Appropriation	Funds Remaining	Status & Next Steps
Library	Furnishings (Phase I)	1999	\$25,000	\$57.03	■ Transfer to FY13 Capital
Police	Communications Tower Consult (\$440M vote)	2002	\$126,000	\$2.68	■ Transfer to FY13 Capital
Finance	ERP Financial Software	2006	\$1,107,580	\$272,122	<ul style="list-style-type: none"> ■ 75% complete ■ Reserve for additional modules
Finance	ERP Financial Software Consultant	2006	\$50,000	\$8,816	■ Transfer to FY13 Capital

Town Departments

Major Capital Projects

Dept	Project	Year	Initial Appropriation	Funds Remaining	Status & Next Steps
DPW	Cemetery Construction (bonded)	2000	\$1,000,000	\$16,313	<ul style="list-style-type: none"> ■ In progress ■ \$77,167 Open PO
BS	Town Hall Construction	2002		\$15,080	<ul style="list-style-type: none"> ■ Reserved for windows
Fire	Fire Station Land Acquisition* (bonded)		\$1,500,000	\$3,450	<ul style="list-style-type: none"> ■ Reappropriate funds for FY13 capital project
Fire	Station Construction Fire Building Fund* (bonded) (Sale Fire Station)	2004	\$13,450,000	\$54,086	<ul style="list-style-type: none"> ■ 99.6% Complete ■ Reserve for final building issues
Fire	Stations Design Fire Building Fund	2004	\$200,000	\$9,544	<ul style="list-style-type: none"> ■ Transfer to FY13 Capital
Senior Center	Design of Senior Center	2004	\$120,000	\$7,071	<ul style="list-style-type: none"> ■ Reserved for final expenses
Senior Center	Senior Center Construction	2006	\$6,328,456	\$58,844	<ul style="list-style-type: none"> ■ Reserved for final expenses



Capital Projects

Key Priorities for FY12 & Beyond

- Identify key goals for future capital expenditures
- Develop inventory of existing facilities and capital assets
- Monthly reporting by departments on project status
- Develop 5 year capital improvement plan for all departments beginning in FY13



Capital Improvement Program

A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital program.

It coordinates community planning, fiscal capacity and physical development.

While all of the community's needs should be identified in the program, there is a set of criteria that prioritizes the expenditures.



Capital Projects

Why formalize existing process?

- Identify all past & current projects
- Report status at regular intervals
- Determine if additional resources are necessary
- Arrange funding in advance of a critical need
- Identify unspent funds at project completion
- Improve communication & consistent reporting between all officials involved with capital planning & budget process
- BOS, town officials and citizens can be kept informed of progress on key projects
- Identify needs, gaps for future planning