CIP COMMITTEE MEETING

Community Meeting Room, Boyden Library

Saturday, March 12, 2016 8:00am

Members Present:

Bill Keegan, Jr., Town Manager, Chairman

John Chlebek, Advisory Committee

Ginny Coppola, Selectmen

Roger Hill, Water/Sewer Superintendent Deb Spinelli, Superintendent of Schools Randy Scollins, Finance Director, Ex-Officio

Others Present:

Edward T. O'Leary, Police Chief John Hannon, Police Lieutenant Richard Noonan, Police Lieutenant

Roger Hatfield, Fire Chief

Michael Kelleher, Administrative Fire Deputy William Casbarra, Building Commissioner Anthony Moussalli, Facilities Director

Robert Boette, Conservation Commission Chairman

Aaron Hyre, IT Director

Bill Yukna, School Business Administrator Robert Worthley, Water Superintendent

Chris Gallagher, Town Engineer

Meeting called to order at 8:00am.

Representatives from each department on the agenda presented their respective capital projects, starting at 8am and ending at 11:30pm (see attached Agenda).

The total funding request associated with all of the projects totaled \$20,937,657, including \$16.5MM for a Water Treatment Plant project associated with pumping station #1 on Pumping Station Road (see attached FY 2017 Summary of Capital Improvement Requests for the complete list).

During the presentations the following modifications to the requests were made:

- Fire department portable radio upgrades/replacements funding request was reduced from \$370,201 to \$134,618, as the difference was already requested in the Police portable radio replacement request.
- The new Fire Substation request was withdrawn, although no funding had been requested for this project. It had been presented as informational, that at some point in time, a substation may or may not be necessary in Foxborough.
- \$200,918 in the completed Oak Street Water Treatment Plant project account was requested to be added to the \$16.5MM for the Pumping Station Road Water Treatment Plant project

Also, during the presentation of School CIP requests, three additional items were presented to the Committee with no funding requested. The three items are: 1 ton utility van and ½ ton pick-up for the Maintenance Dept.; and a ¾ ton utility / passenger van for food service for the Schools. Bill Yukna stated that it is unknown whether or not any of these vehicles will trip the \$25,000 CIP threshold requiring CIP Committee consideration. However, in order to be compliant with the process, they were presented as requested purchases with funding intended to come from a combination of School accounts and the Central Maintenance account. The Committee discussed these items. Roger Hill made a motion to support all three of these items, seconded by John Chlebek. Motioned adopted unanimously 5-0-0. (See attached summary of the three supplemental requests.)

At the conclusion of all CIP presentations each voting Committee member independently ranked each project on a scale of 1 to 5, with 5 being the highest priority. At this point the Committee took a brief break while the Finance Director independently tallied all of the rankings. The composite rankings where then shared and reviewed with the Committee.

After the composite rankings were reviewed, the Finance Director reviewed all possible funding options for FY 2017 and recommended a funding level that was consistent with the Town's long-range financial plan.

At this point, using the composite ranking as a starting point, the Committee then deliberated the merits of each funding request. The following adjustments where agreed to by the Committee:

- The Burrell School Feasibility project would be funded in part with a "Free Cash Loan" because about \$345,000 of the \$700,000 request would most likely be reimbursed by the MSBA. If that reimbursement where to be realized, then that amount would be restored to Free Cash in the same manner the "Free Cash Loan" for the Fire department SCBA's was returned in a prior year.
- The Police Portable Radio Upgrade requested funding amount would be reduced from \$273,910 to \$250,000 in an effort to stay within total targeted FY '17 CIP funding.
- The Police firearms replacements would not be supported this year, but the Taser replacements would in an effort to stay within total targeted FY '17 CIP funding.
- In order to fit within the recommended funding, phase II paving of the Igo school paving & curbing project was removed from the recommended list.
- Funding for additional repairs to the 120 Spring St. Conservation dept. rental property would not be supported, as the Town is continuing to exit the home rental business. It was discussed with Chairman Boette during the review of that request that the process to position the property for possible sale should begin as soon as possible.

A motion was made by Roger Hill to recommend all of the remaining projects, not including the Water Treatment Plant project and the Burrell School project, with the proposed funding, see attached Appendix A. Debbie seconded the motion. Motion passed by a vote of 5-0-0.

A motion was made by Ginny Coppola to recommend and support the funding of \$16.5 million from borrowing with debt service to be paid with water receipts, and to transfer the balance in the Oak Street Treatment plant project account, \$200,918, for the Pumping Station Road Water

Treatment plant project. Motion was seconded by John Chlebek. Motion passed by a vote of 5-0-0.

A motion was made by Roger Hill to recommend funding of the Burrell School Feasibility Study from Free Cash, with the understanding that any MSBA reimbursement for this cost to be repaid to Free Cash. Bill Keegan seconded the motion. Motion passed by a vote of 5-0-0.

A motion was made by Roger Hill to endorse the revised five year capital plan, with adjustments to reflect what was not recommended for FY 2017. Debbie Spinelli seconded the motion. Motion passed by a vote of 5-0-0. (5 year capital plan attached).

Roger Hill made a motion to adjourn. Ginny Coppola seconded the motion. The motion passed by a vote of 5-0-0.

Meeting adjourned at 1:15pm.

Respectfully submitted by Randy Scollins.

CIP COMMITTEE MEETING AGENDA

Saturday, 8:00 AM, March 12, 2016 Community Meeting Room – Boyden Library

Purpose:

To Review Capital Requests from Requesting Departments for the FY 2017 Capital Budget & Make Recommendations Thereon

Time	Dept.#	Department
8:00 a.m.	210	Police – Chief O'Leary
8:20 a.m.	220	Fire – Chief Hatfield
8:50 a.m.	241	Inspection – Commissioner Casbarra
9:10 a.m.	192	Municipal Bldgs. & Conservation – Dir. Moussalli, & Agent Pierce
9:30 a.m.	300	School – Superint. Spinelli, Mgr. Yukna, Dir. Hyre
10:10 a.m.	171	Information Systems – Dir. Scollins, Dir. Hyre
10:25 a.m.	410	Public Works and Street Reconstruction – Dir. Hill
10:55 a.m.	450	Water – Director Hill, Superintendent Worthley
11:25 a.m.		Break
11:45 a.m.		CIP Committee Deliberation & Voting
1:30 p.m.		Adjourn

FY 2017 SUMMARY of CAPITAL IMPROVEMENT REQUESTS

		_	Town of Foxborough	
Fund [<u>Description</u>	Requested
0100	130	Information Syst	Townwide Network System & Technology Upgrades	100,000
		TOTAL INFORMA	ATION SYSTEMS	100,000
0100	192	Municipal Bldgs	120 Spring St Rental Property Repairs & Maintenance	15,400
		TOTAL MUNICIPA		15,400
0100	210	Police	Portable Radio Upgrades	273,910
		Police	Firearm & Taser Replacements	77,093
		TOTAL Police		351,003
0100	220	Fire	Centralized Integrated Data Mgmt System	83,450
		Fire	Portable Radio Upgrades	370,201
		Fire	Squad 4 Replacement	55,935
		Fire	Adtl Staff Vehicle FC-1	63,100
		TOTAL FIRE DEF	PARTMENT	572,686
0100	241	Inspection	Online Permitting System	30,000
		TOTAL INSPECT	ION	30,000
0100	300	School	Computer/Software/Printer Upgrades & Replacement	175,000
		School	Qty 2 - 77 Passenger School Buses	156,000
		School	27-30 Passenger Mini Bus (Wheelchair accessible)	57,000
		School	Qty 4 - Copiers	40,000
		School	FHS - Turf Field Concession Stand & Bathrooms	125,000
		School	IGO - Paving & Curbing (Phase II)	32,500
J		School	MSBA Feasibility Study & Specifications	700,000
		TOTAL SCHOOL	DEPARTMENT	1,285,500
0100	410	Public Works	Equipment Storage Building at 70 Elm St.	335,000
		Public Works	Replace Salt Shed	113,000
		Public Works	5 Ton Dump/Sander Truck replaces Truck #1	175,000
		Public Works	1 Ton Dump replaces #27	70,000
		TOTAL HIGHWAY	Y DEPARTMENT	693,000
TOTAL	GEN	ERAL FUND REQU	JESTS	3,047,589
6000	450	Water	System Improvements	200,000
0000	.00	Water	Hill Street Tank Rehabilitation & Asset Mgmt	353,106
		Water	Pumping Station #1 Treatment Plant	16,500,000
			ENTERPRISE FUND REQUESTS	17,053,106
TOTAL	ENTE	RPRISE FUND RE	QUESTS	17,053,106
3300	410	Roads	Street Reconstruction from Free Cash via Meals Tax	51,438
3300	410	Roads	Street Reconstruction from FY '17 Meals Tax	165,620
)300	410		Street Reconstruction	619,904
	HIGH	WAY IMPROVEME	ENTS FUND REQUEST	836,962
		AL CIP REQUESTS	S	20,937,657
2/20	/2016			

2/29/2016

CIP Committee March 12, 2016 Annual Review Meeting

Funding for the following vehicles will come from the School Budget and possibly the Town side building maintenance budget based on funding availability in FY16. Vehicles have all serviced the town well ranging in age from 15 to 17 years old. We will trade in the existing vehicles to remove them from service and try and gain some residual value. This is an FY16 supplemental request and funding is solely from FY16 operating budgets (School vehicle fuel account & Town building maintenance budget).

Shared Maintenance & School Department Supplemental CIP Request

- 1) 3/4 to 1 ton utility van with tool and parts bins (Estimated cost \$25K to \$30K)
 - Maintenance Dept. (Services Schools & Town)
 - Replaces 2001 Ford E350 Van inherited from Police Dept. in 2013
- Mechanics refurbished at a cost of \$5,000 which bought us 3 additional years but now mechanics feel it is at the end of its useful life.
- 2) 1/2 ton pick-up truck (Estimated cost \$22K to \$26K)
 - Maintenance Dept. (Services Schools & Town)
 - New vehicle for position added through town side budget FY16

School Department Supplemental CIP Request

- 1) 3/4 ton utility / passenger van for food service (Estimated cost \$22K to \$30K depending on final spec and usage requirement.
 - Food Service Currier and School use (Services Schools Only)
 - Current van is 1999 Chevy ExpVan (17 years old)
 - Vehicle is in poor condition, significant rust and mechanic issues.
 - Vehicle may also be used to shuttle small groups.

Thanks you for your consideration.

William Yukna School Business Manager

APPENDIX A

DEPARTMENT/Description	FY 17 <u>C.I.P. Plan</u>	Funding Sources
INFORMATION SYSTEMS Equipment		
Town wide Network Sys & Municipal Tech. Upgrades	100,000	\$45,000 Overlay Surplus, \$55,000 Sale of Asset Receipts
POLICE		
Equipment		
Portable Radio Upgrades		\$95,000 Free Cash, & \$155,000 Overlay Surplus
Taser Replacements	58,109	Free Cash
FIRE		
Vehicles & Equipment		
Portable Radio Upgrades		Ambulance Receipts
Centralized Integrated Data Mgmt System		Ambulance Receipts
Replace Staff Vehicle FC-1 Squad 4 Replacement		Ambulance Receipts
Squad 4 Replacement	55,935	Fire Apparatus Revolving
INSPECTION		
Equipment		
Online Permitting System	30,000	Free Cash
PUBLIC SCHOOLS		
Vehicles & Equipment		
Computer/Software/Printer Upgrades & Replacement		Free Cash
Qty 2 - 77 Passenger School Buses		Free Cash
27-30 Passenger Mini Bus (Wheelchair accessible)	,	Free Cash
Qty 4 - Copiers Infrastructure	40,000	Free Cash
FHS - Turf Field Concession Stand & Bathrooms	125 000	Sale of Asset Receipts
	125,000	Tale of Asset Necelpts
PUBLIC WORKS		
Vehicles	475.000	Francisco Carlo
5 Ton Dump/Sander Truck replaces Truck #1 1 Ton Dump replaces #27		Free Cash Free Cash
Infrastructure	70,000	riee Casii
Equipment Storage Building at 70 Elm St.	335,000	Free Cash
Replace Salt Shed	,	Taxation
Road Infrastructure		
Street Reconstruction		Chapter 90 Roads Program
Street Reconstruction		Meals Tax Receipts
Street Reconstruction	51,438	Free Cash (accumulated from Meals Tax)
WATER		
Vehicles & Equipment		
System Improvements	-	Water Receipts
Hill Street Tank Rehabilitation & Asset Mgmt	353,106	_Water Receipts
TOTAL	3,411,280	:

5 YEAR CAPITAL PLAN and ASSUMED FUNDING

Open Attribitition of the Control of the Co	Five-Year CIP Plan (FY 17-21)		5.	5 YEAR HISTORY	> -				5)	5 YEAR PLAN			
National Control Con	DEPARTMENT/Description	FY 12 Bandoet	FY 13 Budget	FY 14 Rudget	FY 15 Birdget	FY 16 Budget	TOTAL EV 12-16	FY 17 Plan	FY 18 Plan	FY 19 Plan	FY 20 Plan	FY 21	TOTAL EV 17-24
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	ree & Park Division	VANDA - V P. Mills - W. St. Mark V W. mink V V W. minks White	126,000	47,000	30,000	135,000	338,000]	70,000			30,000	30,000	130,000

3/14/16

5 YEAR CAPITAL PLAN and ASSUMED FUNDING

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5 YEAR PLAN	FY 19 Plan				1,505,000		15,000	dental commence and to the business and the training											217 500	475 000	40.000		447,500
5.	FY 18 Plan				2,083,914		8,000,000		1,150,000					er for amende special experience experience for men			55,000		158 000	475 000	40,000		9,576,000
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	FY 16 Budget		27,500		8,480,455			30,000	165,000	**************************************	and have a second to the secon					A STATE OF THE STA	78,000	and the state of t	150,000	475,000	40,000		638,000
> -	FY 15 Budget				175,000 3,339,461					Advantage of the latter of control transmission of the below of									180 000	100,000	303,000 40,000		565,688
5 YEAR HISTORY	FY 14 Budget		51,000		1,765,826			And the second s		and the second second of the second second second second		and a straight and statement of a statement of a statement of the statemen					112,000		216.000	000,012	40.000	38,000	659,750
	FY 13 Budget	25,000			2,063,237		and the second s		1,265,000	more and a consequency becomes and an experience of		one of the second secon		mente comme 'comment anno a comme 'A of our 'co					164 000	104,000	56.000		1,653,750
	FY 12 Budget				1,153,113								820 000	000,020					220 000	445 000	45.000		1,230,000
Five-Year CIP Plan (FY 17-21)	DEPARTMENT/Description	BOARD of HEALTH Vehicles & Equipment SUV COUNCIL ON AGING	Senior Center Vehicles & Equipment Van / Car BOYDEN LIBRARY	Facilities Building Renovation & Expansion HISTORICAL COMMISSION Facilities	Memorial Hall Renovations	FOXBOROUGH PUBLIC SCHOOLS Facilities	Burrell School Rehabilitation MSBA Feasibility Studies	Asbestos Removal	Athletic Fields/Facilities	Blacktop/Playground Equipment Emergency Power/Lighting	Elevator	HVAC/Replace Oil Tanks/Boilers	Gyms/bleacners/Dividers	Energy Management Systems	School Carpets/Floors	HS Water Tanks	Fire Alarm / Security Systems	Locker Rooms/Bathrooms	Vehicles & Equipment	Tilling & valid	l ecrinology/ Networking Office Copiers	Music/Band Equipment	TOTAL FOXBOROUGH SCHOOLS

5 YEAR CAPITAL PLAN and ASSUMED FUNDING

DEPARTMENT/Description LANDFILL Infrastructure Capping & Expansion	FY 12	EV 13	LV 44	17.71	FV 46			100	CF	24. 75		
LANDFILL Infrastructure Capping & Expansion WATER	Budget	Fr 13 Budget	Fr 14 Budget	FY 15 Plan	Plan Plan	101AL FY 12-16	FY 17 Plan	FY 18 Plan	FY 19 Plan	FY 20	FY 21 Plan	TOTAL FY 17-21
						1		A MARAJAMA PARAMANANANANANANANANANANANANANANANANANAN				1
Intrastructure Site Investigation Test Wells						1	TBD	TBD	TBD	IBD	TBD	:
Recondition Wells	50,000	60,000	*****	200,000		310,000	200,000	60,000	60,000	60,000	90,000	440,000
Wain Replacement				350,000	1,300,000	1,650,000	TBD	TBD	1	31 3	TBD	The second secon
Meter Replacement & Meter Reading	175,000		and the second second second second second second second second second	manufacture of the Antenness of Comment Comment		175,000			** *** ***	And the second s	And the a Processor of Manager Constitution	-
System Security & Improvements Facilities	Add 1 14 mm 2 mm 1 mm 1 mm 1 mm 1 mm 1 mm 1					1			14147.00.00.00.00.00.00.00.00.00.00.00.00.00	A street of the training or the face many laws and the	7	1
Storage Tanks	200,000	250,000	500.000	1,000,000		1.950.000	353.106			**************************************	TANKS TANKS TANKS TANKS TANKS TANKS TANKS TANKS	353,106
Water System Treatment & Pipe Lines	and the second s	150,000	500,000	450,000		1,100,000	16,700,918	chicks a steam to the feet behavior of that each other				16,700,918
Modular Building				000'009		900,000						1
Vehicles & Equipment						The state of the s	Walliant Workship at A Conference and Water State And Andread					
Vehicle Replacement	80,000		000 666	25,000	142,000	247,000	-	75,000	***************************************		Control of the second s	75,000
STWINE STATES			222,000	***************************************		777,000				***		•
Infrastructure												•
Town WWTF & Collection System							•	TBD	TBD	TBD	TBD	E CONTRACTOR OF THE PROPERTY O
Infiltration & Repair				100,000	2000	100,000	1	100,000	100,000	100,000	100,000	400,000
Mansfield Sewer Plant & WWTF	235,370	220,530	Carlos de describeration describes	A section of many to make the section of the sectio		455,900	1	1,018,652	1,200,000	1,200,000	1,200,000	4,618,652
Nebulia Flow Meter-Sears Estates		considerate of the control of the co	ALBERTANIA AND ABOUT A DESIGNATION OF THE PLANT			•			***************************************	***************************************		-
Vehicle Replacement		**************************************	And the state of t					Commence of the control of the contr	and the second s			1
TOTAL ENTEDDDICE FILINGS	740.270	690 530	1 222 000	2 725 000	4 449 000	000 000 3	47 SEA DOA	4 959 659	4 260 000	4 260 000	4 260 000	27.2 7.02 00
	140,370	060,000	1,424,000	2,725,000	1,442,000	0,808,900	17,234,024	7,503,602,	000,000,1	1,360,000	1,360,000	0/0,/86,22
GRAND TOTAL =	3,123,483	4,397,517	3,647,576	6,630,149	10,560,455	28,359,180	20,812,198	12,913,566	3,312,500	3,163,766	4,710,000	44,912,030
					'	•						••
Actual / Proposed Funding:	FY 12 Budget	FY 13 Budget	FY 14 Budget	FY 15 Budget	FY 16 Plan	TOTAL FY 12-16	FY 17 Plan	FY 18 Plan	FY 19 Plan	FY 20 Plan	FY 21 Plan	TOTAL FY 17-21
General Obligation Bonding			,		6,860,000	6,860,000		4,055,200		1	1,800,000	5,855,200
MSBA / State Grant Reimbursement	A-1	AND THE PARTY OF T		4		1	345,000	3,944,800			1	4,289,800
From Cash and / or Deformal	749 000	1 047 000	1 250 600	4 072 480	1 020 515	6 159 604	113,000	4 075 004	002 500	220 000	455 000	113,000
Stabilization-Capital	200,01		000,000,1	001,210,1	010,000,1	100,000	150,100,1	550,000	202,200		200,004	550,000
Ambulance Receipts	315,000	629,978	34,777	294,804	312,586	1,587,145	281,168	263,930	P	279,766	-	824,864
Overlay Surplus		125,000	50,000		50,000	225,000	200,000	350,000	50,000	50,000	50,000	700,000
Chapter 90	594,113	594,113	600,000	929,856	619,904	3,337,986	619,904	620,000	620,000	620,000	620,000	3,099,904
Meals Tax	75,000	100,000	295,000	269,000	205,450	944,450	165,620	225,000	225,000	225,000	225,000	1,065,620
Negation of Fill II. Vote	000,000	1,040,040	0,233	1,970,791	000	3,032,730	018,007	000 111	000			200,910
Special Revenue Funds Trade Value	000,00	062,211	008,77		10,00	310,150	235,935	000'G/G	000,6)		200,000	1,085,935
Water Receipts & Bonding	505,000	460,000		1,025,000	172,000	2,162,000	17,053,106	135,000	60,000	60,000	60,000	17,368,106
Water Surplus		A CANONIA CANADA	1,222,000		1,300,000	2,522,000	Comment of the state of the sta					
Sewer Receipts	235,370	220,530	1	50,000	. 1	505,900	1	100,000	100,000	100,000	100,000	400,000
Sewer Surplus & Bonding				113,209		113,209		1,018,652	1,200,000	1,200,000	1,200,000	4,618,652
	3,123,483	4,397,517	3,647,576	6,630,149	10,560,455	28,359,180	20,812,198	12,913,566	3,312,500	3,163,766	4,710,000	144 (512,030