

2011 Report of the Capital Improvement Planning Committee

Created by the June 2010, Annual Town Meeting, the Capital Improvement Planning Committee (CIPC) members were appointed by the Selectboard on October 25, 2010. By definition, the Committee is charged with studying proposed projects and improvements involving major non-recurring tangible assets and projects which 1) are purchased or undertaken at intervals of not less than five years; 2) have a useful life of at least five years; and 3) cost over \$ 10,000.

Appointed by the Selectboard were: At-large members - Jason Edson, Valeria "Timmie" Smith and Nancy Griswold; School Committee representative Jane Oakes; and Selectboard representative Randy Crochier. Appointed to the committee on March 28, 2011 was Finance Committee member Veronica "Ronnie" LaChance. The Committee is awaiting a representative from the Planning Board.

The Committee requested to all town departments to submit a capital inventory and information on active projects. The capital inventory included all items, their present condition, and an approximate replacement cost. The departments were then asked to prioritize their needs. The Committee reviewed the needs of each department separately and of the town as a whole. The Committee developed a five-year spreadsheet of the needs of the town. The Committee thanks all departments for their input to this important process.

The Committee offers the following observations. The age and condition of many of the town's assets indicate the lack of a long-term capital plan following the implementation of Prop 2 ½ in 1982. The roofs of three buildings date to that time period, as does the delivery of the town's oldest fire truck. Therefore we are facing many unavoidable major expenses for equipment and buildings beginning immediately. Funding these capital improvements will be challenging.

TOWN-OPERATED BUILDING NEEDS

- Construct office walls in Town Hall (Funding approved by 2010 Town Meeting)
- Replace/repair roof on Public Safety Complex
- Replace windows at Town Hall
- Correct wetness in Town Hall basement
- Replace boiler at the Public Safety Complex

POLICE

- Replace 2004 4WD Explorer with an All Wheel Drive cruiser
- Replace 2005 Crown Vic cruiser
 - It is the Committee's understanding that the town has not purchased a cruiser since 1991; the department has received grants for all cruiser purchases during this time.

FIRE

- Replace 1979 Ford Louisville tanker truck
- Acquire and outfit a "new" brush truck (substantially completed March 2011)
 - The Fire Department was able to get a 5-quarter ton truck from the State through a surplus equipment program to replace the existing brush truck.

HIGHWAY

- Replace 1985 Morbark brush/wood chipper
- Replace 1986 Kubota tractor with a good used backhoe
- Replace 1990 Ford dump truck

The Highway Department has in the past few years replaced a 20-year-old dump truck (debt exclusion) and a very old loader (Chapter 90 funds). The department is also acquiring a tractor with a roadside mower through a program with WMECO.

GILL ELEMENTARY SCHOOL

- Replace asphalt roof
- Replace floor tile
- Replace boiler (Siemens project)
- Acquire and install Emergency Generator
- Upgrade water and well components
- Replace interior doors & locksets
- Replace toilets and sinks
- Update lightning protection system

SLATE MEMORIAL LIBRARY

Although the Library has many needs, none reach the threshold of this Committee at this time. However, the Committee appreciates the list and information that was provided.

RIVERSIDE MUNICIPAL BUILDING

The Town needs to determine future of this property. This building has many recognized needs such as boiler replacement, window upgrades and roof issues. However, the uncertainty of its future use makes it difficult for the Committee to prioritize any of the building's needs.

CEMETERY

The Town has a need to acquire additional land as our present town-owned cemeteries are running out of saleable burial plots.

ONGOING PROJECTS

- Town Hall Walls – expecting the project to be performed by FCTS students in the fall of 2011
- Energy Improvements at Gill Elementary School – expecting the project to be completed in the summer of 2011

Our departments and department heads have been very frugal with their budgets and the equipment provided to them. They have been very active in looking for and applying for grants to help offset costs to the town while allowing the town to update its equipment.

Respectfully Submitted,

Capital Improvement Planning Committee
Jason Edson, Chair

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April 19, 2011

YEAR	DEPARTMENT	ITEM	REPLACE / NEW	NOTE	AMOUNT	HOW
FY11	Town Hall	Office Walls	New	Should be completed in FY12 / FCTS Project	\$10,000	Available funds
FY12	Gill School	Interior Doors and Locksets	Replace		\$19,448	May have Grant monies available
FY12	Highway	2006 Tractor / Road Side Mower	Used		\$1	WMECO Program
FY12	Police	Police Cruiser	Replace	Replace 04 Explorer	27K Buy or 9400 per yr for a 3yr lease	Taxation
FY12	Town of Gill	Boiler - Public Safety Complex	Replace		\$10,000	? Building Maint Account
FY13	Town of Gill	Roof - Public Safety Complex	Replace		30-150K	Debt Exclusion
FY13/14	Highway	Chipper	Replace		\$27,000	Taxation
FY14	Highway	Dump Truck	Replace		\$180,000	Debt Exclusion
FY15	Fire	Fire Engine	Replace	Replace 79 Tanker	\$350,000	T.B.D., NMH has assisted in the past
FY15	Highway	Back Hoe	New	Trade in Kubota tractor	\$30,000	
FY15	Police	Police Cruiser	Replace	Replace 05 C. Vic	\$30,000	
TBD	Cemetery	Acquire Land				
xxx	Library	Number of items			LESS THAN 10K	
Other items that are lower priorities and/or awaiting more information						
	Gill School	Floor Tile - All Purpose Room	Replace		\$11,200	
	Gill School	Floor Tile	Replace	16K yr / 5yrs	\$80,000	
	Gill School	Roof	Replace		\$50,000	
	Gill School	Water/Well Upgrades	Repair/Replace		\$12,000	May be substantially more if new well is required
	Gill School	Lightning Rod System	Repair/Replace		\$10,000	
	Gill School	Toilets / Sinks	Replace		\$10,000	
	Gill School	Emergency Generator		Looking at Surplus	10-40K	? VY Funds
	Library	Correct Moisture Issues				
	Riverside MB	Boiler	Replace		1K	May replace burner only
	Siemens Project / Gill School	Energy Savings Items			\$275,000	Grant & Contract
	Town Hall	Windows	Replace			
	Town Hall	Roof	Replace			
	Town Hall	Correct Moisture Issues				