



Fairhaven Board of Selectmen

February 27, 2017 Meeting Minutes

Present: Select Board Chairman Charles K. Murphy, Sr., Vice Chairman Robert J. Espindola, Clerk Daniel Freitas, Town Administrator Mark Rees and Administrative Assistant Anne O'Brien.

Mr. Murphy called the meeting to order in the Town Hall Banquet Room at 6:35 p.m. The meeting was audio recorded by the Selectmen's Office and video recorded by the Government Access channel.

MINUTES

- Mr. Espindola motioned to approve the minutes of the **February 6, 2017** meeting, **open** session. Mr. Freitas seconded. Vote was unanimous. (3-0).

TOWN ADMINISTRATOR'S REPORT

See Attachment A for Mr. Rees' weekly report, presented to the Selectmen.

- There has been an uptick in use at Fort Phoenix because of Pokemon, again. Mr. Rees has been in touch with the Police Department and it is a monitoring issue.

OPEN SPACE AND RECREATIONAL COMMITTEE

The Board read a letter from the Fairhaven Improvement Association Homecoming Committee, requesting permission to hold the annual Homecoming on June 24, 2017, including use of the Town Hall facilities. The Board discussed the possibility of supporting the FIA by budgeting overtime wages associated with the event, and by putting out more recycling bins at the event. Mr. Espindola motioned to approve the event. Mr. Freitas seconded. Vote was unanimous. (3-0).

TOWN HALL AUDITORIUM

The Board reviewed a request from the Rotary Club to use the Town Hall Auditorium for a Senior Talent Show on April 30, 2017. Mr. Rees said that the applicant was in compliance with the new Town Hall Auditorium rules and regulations. Mr. Murphy recused himself from the vote, citing his involvement in the Rotary Club. Mr. Espindola motioned to approve the application for use of the Town Hall auditorium by the Rotary Club on April 30. Mr. Freitas seconded. Vote carried with one abstention from Mr. Murphy. (2-0-1).

GRIMSHAW PARK USE

The Board reviewed a request from Council on Aging director Anne Silvia requesting use of Grimshaw Park for yoga for instructor Pam Teves. Mr. Rees said that the approval could be made, contingent upon receipt of indemnification, liability insurance and non-exclusive use. Mr. Espindola motioned to approve the request with those three aforementioned contingencies. Mr. Freitas seconded. Vote was unanimous. (3-0).

CAPITAL IMPROVEMENT PLAN

Mr. Rees distributed a copy of the CIP plan for final approval of the FY18 capital allocations as outlined. See Attachment B.

Mr. Espindola said that he supported the CIP as presented except for the allocation for Union Wharf public safety improvements. After some discussion, Mr. Espindola motioned to approve the CIP plan as presented, excluding the Union Wharf safety improvements, pending more information to be provided at a later meeting. Mr. Freitas seconded. Vote was unanimous. (3-0).

EMA CAPITAL REQUEST

Mr. Rees acknowledged that the Board had received a letter from Marc Jodoin, director of the Emergency Management Agency, who is requesting funds in the short-term for emergency response vehicles. Mr. Rees will look into the request and report back to the Board of Selectmen.

FRIENDLY FARMS PUBLIC HEARING

At 7:00 pm, Mr. Murphy opened a public hearing for the Transfer of a Package Store/Beer and Wine License and Pledge of License for Friendly Farms Convenience Store. The manager, Nandubhai Patel is TIPS certified and all previous departmental approvals are in place. The Chairman opened the hearing to public comment. There was none.

Mr. Espindola motioned to approve the transfer and the pledge of license. Mr. Freitas seconded. Vote was unanimous. (3-0). The hearing was closed at 7:05 pm

BOARD OF APPEALS APPOINTMENT

The Board reviewed a letter of interest from Rui daSilva, requesting appointment to the Zoning Board of Appeals. Mr. daSilva was present. Mr. daSilva introduced himself, saying that he is a 20 year resident who would like to start getting involved in the local government. He said that he is a resident and does not have any family or business relations in Town government. Mr. daSilva told the Board that if he was appointed to the ZBA, he would withdraw from the election to the Planning Board. Mr. Espindola motioned to appoint Mr. daSilva to a three-year term as an associate member of the Board of Appeals. Mr. Freitas seconded. Vote was unanimous. (3-0).

61A RIGHT OF FIRST REFUSAL – MACHADO

Mr. Rees said that the Board has been presented with a Right of First Refusal release of 61A land for Map 40, Lot 28 (owner: Glenn Machado). This portion of land is located on the Acushnet/Fairhaven town line. The Town has 120 days to exercise the right of first refusal. Mr. Rees said that the Buzzard's Bay Coalition has stepped forward and expressed interest in assisting the Town in purchasing the land for conservation. Mr. Rees said that the purchase is in the very preliminary stages, with funding not yet determined. After discussion, Mr. Espindola motioned to table the vote on the 61A Right of First Refusal, pending Mr. Rees having a discussion with both the Town of Acushnet and the Buzzard's Bay Coalition to discuss funding and logistics. Mr. Freitas seconded. Vote was unanimous. (3-0).

POLE HEARING – BRIDGE STREET

Mr. Murphy opened a hearing at 7:15 pm for a pole location on Bridge Street, west of Middle Street, and read the hearing notice into record. Mr. Murphy opened the meeting to public comment; there was none. Mr. Freitas said that he was concerned about the quality of repairs that Eversource completes, and that he would like to see the company held accountable for their quality of work at their utility pole locations.

Mr. Espindola motioned to approve the pole location at Bridge Street, west of Middle Street. Mr. Freitas seconded. Vote was unanimous. (3-0). The hearing was closed at 7:17 pm.

FY18 OPERATING BUDGET PRESENTATION

Mr. Rees presented the Board with his recommended FY18 operating budget. He read his budget presentation letter into record (See Attachment C).

SCUTTLEBUTTS – PUBLIC HEARING

At 7:30 pm, Mr. Murphy opened a public hearing for Scuttlebutts for a Pledge of Liquor License. Manager of record is Gary Hathaway. Mr. Rees said that he had spoken with the owner, who was pledging the license as a part of a refinance; therefore, Mr. Rees recommended approval. The hearing was opened up to public comment. There was none. Mr. Espindola motioned to approve the Pledge of License. Mr. Freitas seconded. Vote was unanimous. (3-0).

SCHOOL DEPARTMENT REGIONALIZATION

At 7:35 p.m., the Board met with Dr. Robert Baldwin, School Superintendent, and School Committee members Pam Kuechler and Brian Monroe to discuss potential regionalization efforts with the Town of Acushnet. Dr. Baldwin presented the effort as being in its study stages, and it could range from a full regionalization to a partial regionalization of certain grades.

In order to go forward, Town Meeting will have to vote to approve the regionalization study funding. Mr. Rees said that two articles would be placed on the Annual Town Meeting warrant.

IT CONSOLIDATION

Mr. Rees presented to the Board, along with the School Department representatives, a Memorandum of Understanding for the consolidation of Information Technology departments between the School Department and the Town departments. After some discussion, Mr. Espindola motioned to approve the MOU as presented (See Attachment D). Mr. Freitas seconded. Vote was unanimous. (3-0).

OTHER BUSINESS

In other business:

- Mr. Freitas said that he would be unable to make the March 13, 2017 meeting. Mr. Espindola motioned to set the meeting for March 6, 2017 and cancel the March 13, 2017. Mr. Freitas seconded. Vote was unanimous. (3-0).
- Ms. Vilandry was recognized. She said that she was concerned about specificity of topics on agendas.
- Mr. Espindola said that there would be a March 17 informational session by the Historical Society on Frederick Douglass.
- Mr. Espindola said that Candidate's Night would be Wednesday, March 1 at the Council on Aging
- Mr. Murphy offered condolences to Suzanne Blais on the passing of her mother, Rita Taber.
- Mr. Murphy offered condolences to the family of Natalia Santos, mother to Mark Santos.

At 8:02 p.m. Mr. Espindola motioned to adjourn. Mr. Freitas seconded. Vote was unanimous. (3-0).

Respectfully,

Anne O'Brien
Administrative Assistant
Minutes approved 03/13/2017

Documents appended:

Attachment A: Mr. Rees' weekly report
Attachment B: Final Capital Improvement Plan (FY18-22) for approval
Attachment C: Town Administrator's FY18 budget submission letter
Attachment D: MOU re: Town/School IT consolidation

MEMORANDUM

TO: Board of Selectmen
FROM: Mark H. Rees, Town Administrator
DATE: February 19, 2017
RE: Weekly Update

Most of the past week and this weekend has been devoted to developing of the FY18 General Fund Operating Budget for presentation to you at your February 27th meeting.

In between crunching numbers, I met on February 7th with Jerry Rooney, Executive Director of the Whitfield/Manjiro Friendship Society who gave me a very nice tour of their museum on Cherry Street and who reminded me that the museum rents the building from the Town and that under the terms of the lease we had responsibility for major repairs to the building. He also said that next year was the 30th year of our sister city relationship with Tosashimizu, Japan and that it would be appreciated if the town could contribute some monetary resources to that celebration.

Earlier that day, I participated in a seminar hosted by various state senators including Sen. Montigney regarding transportation challenges and opportunities in Massachusetts in general and the South Coast region in particular.

On February 14th, Wendy, Anne Carreiro and I were interviewed by consultants hired by the Department of Education who are conducting a review of the Fairhaven Public Schools. I was glad to report that the town and school department are very cooperative and that communication is excellent. They did, however, ask us about our low per pupil costs compared to other similar communities.

Speaking of collaboration with the school department, Dr. Baldwin and I met on February 15th where we put the final touches on a Memorandum of Understanding between the School Committee and the Board of Selectmen that would create a consolidated Information Technology Department. We will be presenting the MOU to you at your February 27th meeting and to the School Committee at their March 7th meeting.

In another area of working together, Selectmen Espindola and I met with Vinnie and representatives of the School Department on February 17th where we agreed to jointly pursue energy saving opportunities offered by EverSource and the Commonwealth through their Green Communities program. The first step in that process to select an energy consultant to do an energy audit of our buildings.

On Thursday, February 16th, I had my first meeting of the year with the Finance Committee. I presented the capital improvement plan and reviewed with them financial projections for next year. The committee also approved reserve fund transfers for the Fire Department in the amount of \$18,000 to pay for the difference between the insurance settlement and the cost of a new vehicle to replace the Chiefs totaled vehicle and \$6,200 for the Town Clerk to pay for unbudgeted costs related to the state mandated early voting program at the November elections.

Town of Fairhaven

Town Administrator's Recommended
General Fund Capital Improvement Plan
FY18-22

February 3, 2017

Town of Fairhaven
Town Administrators Recommended
General Fund Capital Improvement Plan
FY18-22
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Town of Fairhaven
Massachusetts
Office of the Town Administrator

TO: Fairhaven Board of Selectmen
FROM: Mark H. Rees, Town Administrator
DATE: February 3, 2017
RE: Recommended General Fund Capital Improvement Plan, FY18-22

Section 3- B- 16 of the Town Administrator Act states, in part, the Town Administrator shall “submit annually to the Board of Selectmen a five year capital improvements program...to include: (a) a list of all capital improvements and supporting data proposed to be undertaken during the next five years; (b) cost estimates, methods of financing and recommended time schedule; and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired.” The following recommended Capital Improvement Plan substantially complies with that requirement.

The first step in developing a comprehensive Capital Improvement Plan is for departments to submit their capital project requests. On page 3 of this report you will find a summary spreadsheet of the general fund requests received from the departments totaling approximately \$37 million dollars. Additional information on each of these projects can be found on pages 17-68

The second step is to prioritize these projects. To do this prioritization, the Capital Planning Committee was asked to analyze each project by applying the rating criteria found on pages 4-7. This rating system looks at such factors as overall fiscal impact, legal obligations, impact on service to the public, urgency of maintenance needs, prior phases being funded and department priority. The results of this prioritization is found on page 8

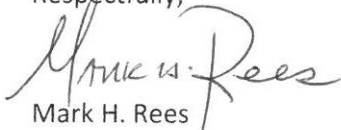
The third step is to develop a multi-year financing plan that will fund these projects in the priority that they were placed. The time schedule for funding these projects is contained in the Town Administrator’s Recommended CIP found on page 9 and the CIP financing plan is found on Pages 10-11. A few comments highlighting major components of the financing plan include:

- Fairhaven is fortunate to substantial reserve levels in Free Cash. This allows for funding large components of the first three years of the Capital Improvement Plan.
- However, given the extent of the capital needs of the Town, it is necessary that consideration be given to issuing debt to finance a portion of the CIP especially those large cost items such as fire trucks or facility improvements that are expected to have a useful life of several decades if not more.
- The advantages of a well-structured debt program is that over time it provides for continuing financial resources to fund large capital projects with minimal impact on the operating budget. By gradually increasing the amount of debt service to a policy determined percentage of the operating budget, the town can issue new debt as old debt is paid off, without increasing the percentage of the operating budget that is allocated for debt service. The beginning implementation of this debt policy is demonstrated in the Debt Service/Net Revenue Ratio Summary spreadsheet on Page 12.
- Even with such a structured debt program to finance portions of the CIP, some large projects, such as new facilities for the Police and Fire are of such a magnitude that they would require a Proposition 2 ½ Debt Exclusion in order to be financed.

It is important to remember that a CIP is a planning tool that attempts to project into the future what our town's capital needs will be and to look at ways to fund those needs. This forecasting is particularly necessary when making decisions such as issuing debt that will have long term implications. However, as a projection into the future, there will inevitably be changes as additional information and needs come to the forefront.

I would like to thank my financial team of Finance Director Wendy Graves, Town Accountant Anne Carreiro and Administrative Assistant Anne O'Brien for their assistance in preparing this CIP and I would especially like to express my appreciation to the members of the Capital Planning Committee, Chair Drew Tillett, Cathy Melanson, Vinnie Furtado, Bill Roth, Wendy Graves and Bob Baldwin for their work in prioritizing the projects and reviewing funding plan. At their meeting on February 2, 2016 the Capital Planning Committee voted unanimously to endorse this Town Administrator Recommended Capital Improvement Plan for FY18-22.

Respectfully,


Mark H. Rees
Town Administrator

Department	Project	Dept. Priority	Project Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Estimated Cost
BPW- Administration	BPW Office New Floor Tile	1	Building	\$50,000	\$0	\$0	\$0	\$0	\$50,000
BPW-Highway	Roadwork	1	Infrastructure	\$320,000	\$315,000	\$315,000	\$325,000	\$325,000	\$1,600,000
BPW-Highway	Replace Catch Basin Truck - Unit #19	2	Equip (Rolling)	\$330,000	\$0	\$0	\$0	\$0	\$330,000
BPW-Highway	Replace 1986 Bobcat - Unit #23	3	Equip (Rolling)	\$0	\$35,000	\$0	\$0	\$0	\$35,000
BPW-Highway	Replace 2000 Ford Dump - Unit #25	4	Equip (Rolling)	\$0	\$0	\$160,000	\$0	\$0	\$160,000
BPW-Highway	Replace 1994 GMC Sierra - Unit #7	5	Equip (Rolling)	\$0	\$0	\$0	\$50,000	\$0	\$50,000
BPW-Parks	Replace 2001 Toro 4000D Winged Mower - Unit 4000D	1	Equip (Rolling)	\$65,000	\$0	\$0	\$0	\$0	\$65,000
BPW-Parks	Bike Path Overlay - Phase I (Shaw Rd to Welcome St.)	2	Infrastructure	\$55,000	\$0	\$0	\$0	\$0	\$55,000
BPW-Parks	Replace 2000 Ford Van - Unit #13	3	Equip (Rolling)	\$0	\$45,000	\$0	\$0	\$0	\$45,000
BPW-Parks	Replace 1999 Ford Tractor - Unit # 1920	4	Equip (Rolling)	\$0	\$0	\$44,000	\$0	\$0	\$44,000
BPW-Parks	Replace 1999 Ford Utility Truck - Unit #11	5	Equip (Rolling)	\$0	\$0	\$0	\$50,000	\$0	\$50,000
BPW-Parks	Repairs to Undercarriage on 963 Traxcavator	6	Equip (Rolling)	\$0	\$0	\$0	\$35,000	\$0	\$35,000
Council on Aging/Recreation	Replace HVAC System at Senior/Rec Center	1	Building	\$0	\$179,000	\$0	\$0	\$0	\$179,000
Emergency Management	Replace Vehicles	1	Equip (Rolling)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Fire	Ambulance Replacement	1	Equip (Rolling)	\$260,000	\$0	\$0	\$0	\$0	\$260,000
Fire	Ladder 1 - General	2	Equip (Rolling)	\$925,000	\$0	\$0	\$0	\$0	\$925,000
Fire	IV Pumps for Ambulances	3	Equip (non-Rolling)	\$21,000	\$0	\$0	\$0	\$0	\$21,000
Fire	Replace Car 3	4	Equip (Rolling)	\$0	\$45,000	\$0	\$0	\$0	\$45,000
Fire	Public Safety Complex, Fire-EMS Department	5	Infrastructure	\$0	\$0	\$16,000,000	\$0	\$0	\$16,000,000
Fire	Replace Engine 2	6	Equip (Rolling)	\$0	\$0	\$450,000	\$0	\$0	\$450,000
Fire	Replace Brush Truck	7	Equip (Rolling)	\$0	\$0	\$0	\$0	\$200,000	\$200,000
Harbor Master/Shellfish Warden	Parking Control System	1	Equip (non-Rolling)	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Harbor Master/Shellfish Warden	Union Wharf Public Safety Marina	2	Infrastructure	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Harbor Master/Shellfish Warden	Replace Work Boat	3	Equip (Rolling)	\$0	\$45,000	\$0	\$0	\$0	\$45,000
Harbor Master/Shellfish Warden	Replace Harbormaster/Shellfish Warden Truck	4	Equip (Rolling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
Historical Commission	Academy Bldg Doorway and Handcap Access	1	Building	\$118,000	\$0	\$0	\$0	\$0	\$118,000
Police	Police Cruisers	1	Equip (Rolling)	\$80,000	\$83,000	\$88,000	\$92,000	\$96,000	\$439,000
Police	New Police/Public Safety Complex	2	Building	\$0	\$0	\$6,800,000	\$0	\$0	\$6,800,000
Police	Radio/communications sytem	3	Equip (non-Rolling)	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Police	Live Scan Fingerprint Machine	4	Equip (non-Rolling)	\$0	\$21,000	\$0	\$0	\$0	\$21,000
Police	Replacement and repairing of pers. lockers and locker rooms	5	Equip (non-Rolling)	\$0	\$0	\$50,000	\$0	\$0	\$50,000
Police	Portable radar speed monitoring displays	6	Equip (non-Rolling)	\$0	\$27,000	\$0	\$0	\$0	\$27,000
Police	Replacement of 2 existing HVAC control units	7	Equip (non-Rolling)	\$0	\$0	\$0	\$20,000	\$0	\$20,000
School Department	Fairhaven High School Wood Window Restoration Project	1	Building	\$250,000	\$0	\$0	\$0	\$0	\$250,000
School Department	Fairhaven High School Exterior Major Improvements	2	Building	\$0	\$1,560,000	\$1,900,000	\$1,254,000	\$2,610,000	\$7,324,000
School Department	Fairhaven Ethernet Dedicated Internet Service Project	3	Infrastructure	\$170,000	\$170,000	\$170,000	\$0	\$0	\$510,000
School Department	Fairhaven High School Gymnasium Dehumidification Project	4	Building	\$0	\$262,000	\$0	\$0	\$0	\$262,000
Town Hall	Town Hall Snow Guards	1	Building	\$60,000	\$0	\$0	\$0	\$0	\$60,000
Tree Department	Replace boom truck	1	Equip (non-Rolling)	\$0	\$0	\$70,000	\$0	\$0	\$70,000
Total General Fund				\$2,884,000	\$3,087,000	\$26,142,000	\$1,876,000	\$3,281,000	\$37,270,000

TOWN OF FAIRHAVEN
PROJECT REQUEST RATING SHEET
DESCRIPTION OF RATING CRITERIA AND SCALES

CRITERIA A – OVERALL FISCAL IMPACT

Weight: 4

Rationale: Limited resources for competing projects require that each project’s full impact on the Town’s budget be considered in rating and evaluating projects. Projects that are self-funded or have a large proportion of external funding will receive higher ratings than those that do not.

Considerations: Ratings for this factor will consider these major points:

- A. Capital cost of the project relative to all other project requests.
- B. Impact of project on Town operating costs and personnel levels.
- C. Whether project requires Town appropriations or is funded from agency, grant funds, matching funds, or generated revenue.
- D. Impact on Town tax revenue or fee revenue.
- E. Will external funding be lost should the project be delayed?

Illustrative Ratings:

- 5 – Project requires less than 10% Town funding
- 4 – Project requires less than 50% Town funding
- 3 – Project requires more than 50% Town funding, decreases operating costs and increases Town revenues.
- 2 – Project requires more than 50% Town funding, increases operating costs and increases Town revenues.
- 1 – Project requires more than 50% Town funding, decreases operating costs and decreases Town revenues.
- 0 – Project requires more than 50% Town funding, increases operating costs and decreases Town revenues.

CRITERIA B – LEGAL OBLIGATIONS AND COMPLIANCE WITH MASTER PLAN

Weight: 4

Rationale: Some projects are virtually unavoidable due to court orders, federal mandates, or state laws that require their completion. In addition, projects that advance an approved Town plan such as the School department strategic plan, the Board of Selectmen policy goals, or the soon-to-be updated Master Plan should receive higher consideration than those that do not. This criterion evaluates both the severity of the mandate and the degree of adherence to the Town’s strategic goals.

Considerations: Ratings for this factor will consider these major point:

- A. Whether an agency is under direct court order to complete this project.
- B. Whether the project is needed to meet requirements of federal or state legislation.
- C. Whether the project advances one or more of the Town’s strategic goals.

Illustrative Ratings:

- 5 – Agency currently under court order to take action
- 4 – Project is necessary to meet existing state and federal requirements
- 3 – Project advances more than one of the Town’s strategic goals
- 2 – Project advances one of the Town’s strategic goals
- 1 – Legislation under discussion could require project in the future
- 0 – No legal or strategic goals impact or requirement
- -1 – Project requires change in state law to proceed
- -2 – Project requires change in federal law to proceed

CRITERIA C – IMPACT ON SERVICE TO THE PUBLIC

Weight: 3

Rationale: Consideration will be given to capital projects that address health, safety, accreditation or maintenance issues as well as improved service of an agency. Service is broadly defined, as the Town’s objective is to meet the health, safety, or accreditation needs of the population, and/or improved operations of an existing department.

Considerations: Ratings for this factor will consider three (3) major points:

- A. Whether the service is already being provided by existing agencies.
- B. Whether the project has immediate impact on service, health, safety, accreditation or maintenance needs.
- C. Whether the project focuses on a service that is currently a “high priority” public need.

Illustrative Ratings:

- 5 – Service addresses an immediate public health, safety, accreditation, or maintenance need
- 4 – Service is improved and addresses a public health, safety, accreditation, or maintenance need
- 3 – Service is greatly improved
- 2 – Service is improved
- 1 – Service is minimally improved and addresses a public health, safety, accreditation, or maintenance need
- 0 – Service is minimally improved

CRITERIA D – URGENCY OF MAINTENANCE NEEDS

Weight: 3

Rationale: The Town’s most immediate goal in both capital and operating finance is to maintain current services expected by citizens, businesses, and visitors. Capital projects that are essential to maintain service, protect investment, or restore service that has been interrupted due to failure of capital assets will receive the highest rating in this criterion.

Considerations: Ratings for this factor will consider these major points:

- A. Whether service is currently interrupted.
- B. Whether the project as requested will result in full restoration of service.
- C. Whether the project is the most cost-effective method of providing or maintaining service.

- D. Where service is not currently interrupted, the likelihood that it will be in the next five (5) years if the project is not funded.
- E. Whether costs of the project will increase (beyond inflation) if the project is delayed.
- F. Whether the agency has prepared a comprehensive maintenance/rehabilitation/replacement schedule and the project is due under that schedule.

Illustrative Ratings:

- 5 – Service is currently interrupted, or will be interrupted in the next fiscal year, and the project will restore service in the most cost-effective manner possible
- 4 – Service is likely to be disrupted in the three (3) year horizon if project is not funded
- 3 – Project is necessary to maintain orderly schedule for maintenance and replacement
- 2 – Cost of Project will increase in the future (beyond inflation) if it is delayed at this time
- 1 – Minor risk that the cost will rise or service will be interrupted if project is not funded
- 0 – There is no financial or service risk of delaying or not funding the project (e.g., the project is new and has no impact on current service)

CRITERIA E – PRIOR PHASES

Weight: 2

Rationale: Some projects need to be developed in phases due to their complexity of size. In such cases, the need has already been established by prior commitment of funds to existing projects. Therefore, continuation of the project will be given higher consideration.

Considerations: Ratings for this factor will consider there major points:

- A. Whether the project has received prior funds.
- B. Whether the project requires additional funding to be operational.

Illustrative Ratings:

- 5 – All but the final phase has been fully funded
- 4 – Multiple phases have been fully funded
- 3 – Multiple phases have been partially funded
- 2 – First phases has been partially funded
- 1 – First phase has been partially funded
- 0 – No prior phases have been funded or partially funded

CRITERIA F – DEPARTMENTAL PRIORITY

Weight: 2

Rationale: Divisions are expected to provide an indication of which projects are most important to their mission.

Considerations: Ratings for this factor will consider these major points:

- A. Departmental ranking of each individual project.
- B. The total number of project requests that are tuned in by entities.

Illustrative Ratings:

- 5 – Top 20% of highest departmentally ranked project requests
- 4 – 20% of next highest departmentally ranked project requests
- 3 – 20% of next highest departmentally ranked project requests
- 2 – 20% of next highest departmentally ranked project requests
- 1 – Bottom 20% of all project requests

Department	Project	Criteria A, 0 to 5 Pts	Criteria B, -2 to 5 Pts	Criteria C, 0 to 5 Pts	Criteria D, 0 to 5 Pts	Criteria E, 0 to 5 Pts	Criteria F 0 to 5 Pts	Weighted A X 4	Weighted B X 4	Weighted C X 3	Weighted D X 3	Weighted E X 2	Weighted F X 2	Total Points
Fire	IV Pumps for Ambulances	5	4	5	5	0	3	20	16	15	15	0	6	72
Fire	Ambulance Replacement	5	2	4	3	0	5	20	8	12	9	0	10	59
BPW-Highway	Roadwork	1	3	3	3	4	5	4	12	9	9	8	10	52
Police	Radio/communications sytem	1	4	4	4	0	3	4	16	12	12	0	6	50
Police	Police Cruisers	3	3	1	3	0	5	12	12	3	9	0	10	46
Town Hall	Town Hall Snow Guards	1	0	4	5	0	3	4	0	12	15	0	6	37
Historical Commission	Academy Bldg Doorway and Handcap Access	0	4	3	2	0	3	0	16	9	6	0	6	37
Harbor Master/Shellfish Warden	Union Wharf Public Safety Marina	5	0	1	0	3	4	20	0	3	0	6	8	37
BPW-Highway	Replace Catch Basin Truck - Unit #19	1	1	3	3	0	4	4	4	9	9	0	8	34
School Department	Fairhaven High School Wood Window Restoration Project	1	0	1	4	2	5	4	0	3	12	4	10	33
BPW-Parks	Replace 2001 Toro 4000D Winged Mower - Unit 4000D	1	0	2	4	0	5	4	0	6	12	0	10	32
Fire	Ladder 1 - General	1	0	4	2	0	4	4	0	12	6	0	8	30
School Department	Fairhaven High School Gymnasium Dehumidification Project	1	0	4	3	0	2	4	0	12	9	0	4	29
BPW-Parks	Replace 2000 Ford Van - Unit #13	1	0	2	3	0	4	4	0	6	9	0	8	27
School Department	Fairhaven High School Exterior Major Improvements	1	0	1	4	0	4	4	0	3	12	0	8	27
Police	New Police/Public Safety Complex	0	0	4	2	0	4	0	0	12	6	0	8	26
BPW-Highway	Replace 1986 Bobcat - Unit #23	1	0	2	3	0	3	4	0	6	9	0	6	25
BPW-Parks	Replace 1999 Ford Tractor - Unit # 1920	1	0	2	3	0	3	4	0	6	9	0	6	25
Council on Aging/Recreation	Replace HVAC System at Senior/Rec Center	1	0	2	3	0	3	4	0	6	9	0	6	25
School Department	Fairhaven Ethernet Dedicated Internet Service Project	1	0	1	4	0	3	4	0	3	12	0	6	25
BPW-Highway	Replace 2000 Ford Dump - Unit #25	1	0	2	3	0	2	4	0	6	9	0	4	23
BPW-Parks	Replace 1999 Ford Utility Truck - Unit #11	1	0	2	3	0	2	4	0	6	9	0	4	23
Police	Live Scan Fingerprint Machine	1	0	4	1	0	2	4	0	12	3	0	4	23
BPW- Administration	BPW Office New Floor Tile	1	0	1	3	0	3	4	0	3	9	0	6	22
Harbor Master/Shellfish Warden	Replace Work Boat	1	0	1	3	0	3	4	0	3	9	0	6	22
Tree Department	Replace boom truck	1	0	1	3	0	3	4	0	3	9	0	6	22
BPW-Highway	Replace 1994 GMC Sierra - Unit #7	1	0	2	3	0	1	4	0	6	9	0	2	21
BPW-Parks	Repairs to Undercarriage on 963 Traxcavator	1	0	2	3	0	1	4	0	6	9	0	2	21
Fire	Replace Engine 2	1	0	2	3	0	1	4	0	6	9	0	2	21
Police	Replacement of 2 existing HVAC control units	1	0	1	4	0	1	4	0	3	12	0	2	21
Fire	Public Safety Complex, Fire-EMS Department	0	0	4	2	0	1	0	0	12	6	0	2	20
Police	Replacement and repairing of pers. lockers and locker rooms	1	0	1	3	0	1	4	0	3	9	0	2	18
Fire	Replace Car 3	1	0	0	3	0	2	4	0	0	9	0	4	17
Harbor Master/Shellfish Warden	Replace Harbormaster/Shellfish Warden Truck	1	0	0	3	0	2	4	0	0	9	0	4	17
Emergency Management	Replace Vehicles	1	0	1	1	0	3	4	0	3	3	0	6	16
Police	Portable radar speed monitoring displays	2	0	2	0	0	1	8	0	6	0	0	2	16
Fire	Replace Brush Truck	1	0	0	0	0	1	4	0	0	0	0	2	6
BPW-Parks (1)	Bike Path Overlay - Phase I (Shaw Rd to Welcome St.)							0	0	0	0	0	0	0
Harbor Master/Shellfish Warden (2)	Parking Control System							0	0	0	0	0	0	0

(1) Bike Path Overlay is recommended to be funded from Sewer Fund since the path will be disturbed to replace the sewer main that is located underneath the path.
 (2) This request was for 3 units at \$10,000 each. Recommended to funded in operating budget over a three year period

CPC Rating	Department	Project	Project Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total Estimated Cost
72	Fire	IV Pumps for Ambulances	Equip (non-Rolling)	\$21,000	\$0	\$0	\$0	\$0	\$21,000
59	Fire	Ambulance Replacement	Equip (Rolling)	\$260,000	\$0	\$0	\$0	\$0	\$260,000
52	BPW-Highway	Roadwork	Infrastructure	\$320,000	\$315,000	\$315,000	\$325,000	\$325,000	\$1,600,000
50	Police	Radio/communications sytem	Equip (non-Rolling)	\$250,000	\$0	\$0	\$0	\$0	\$250,000
46	Police	Police Cruisers	Equip (Rolling)	\$80,000	\$83,000	\$88,000	\$92,000	\$96,000	\$439,000
37	Harbor Master/Shellfish Warden	Union Wharf Public Safety Marina	Infrastructure	\$100,000	\$0	\$0	\$0	\$0	\$100,000
37	Historical Commission	Academy Bldg Doorway and Handcap Access	Building	\$118,000	\$0	\$0	\$0	\$0	\$118,000
37	Town Hall	Town Hall Snow Guards	Building	\$60,000	\$0	\$0	\$0	\$0	\$60,000
34	BPW-Highway	Replace Catch Basin Truck - Unit #19	Equip (Rolling)	\$330,000	\$0	\$0	\$0	\$0	\$330,000
33	School Department	Fairhaven High School Wood Window Restoration Project	Building	\$250,000	\$0	\$0	\$0	\$0	\$250,000
32	BPW-Parks	Replace 2001 Toro 4000D Winged Mower - Unit 4000D	Equip (Rolling)	\$65,000	\$0	\$0	\$0	\$0	\$65,000
30	Fire	Ladder 1 - General	Equip (Rolling)	\$925,000	\$0	\$0	\$0	\$0	\$925,000
29	School Department	Fairhaven High School Gymnasium Dehumidification Project	Building	\$0	\$262,000	\$0	\$0	\$0	\$262,000
27	BPW-Parks	Replace 2000 Ford Van - Unit #13	Equip (Rolling)	\$0	\$45,000	\$0	\$0	\$0	\$45,000
27	School Department	Fairhaven High School Exterior Major Improvements	Building	\$0	\$733,000	\$6,591,000	\$0	\$0	\$7,324,000
25	BPW-Highway	Replace 1986 Bobcat - Unit #23	Equip (Rolling)	\$0	\$35,000	\$0	\$0	\$0	\$35,000
25	BPW-Parks	Replace 1999 Ford Tractor - Unit # 1920	Equip (Rolling)	\$0	\$44,000	\$0	\$0	\$0	\$44,000
25	Council on Aging/Recreation	Replace HVAC System at Senior/Rec Center	Building	\$0	\$179,000	\$0	\$0	\$0	\$179,000
25	School Department	Fairhaven Ethernet Dedicated Internet Service Project	Infrastructure	\$0	\$170,000	\$170,000	\$170,000	\$0	\$510,000
23	BPW-Highway	Replace 2000 Ford Dump - Unit #25	Equip (Rolling)	\$0	\$160,000	\$0	\$0	\$0	\$160,000
23	BPW-Parks	Replace 1999 Ford Utility Truck - Unit #11	Equip (Rolling)	\$0	\$50,000	\$0	\$0	\$0	\$50,000
23	Police	Live Scan Fingerprint Machine	Equip (non-Rolling)	\$0	\$21,000	\$0	\$0	\$0	\$21,000
26	Police/Fire	Public Safety Complex (combined separate police & fire requests)	Building	\$0	\$0	\$2,280,000	\$20,520,000	\$0	\$22,800,000
22	BPW- Administration	BPW Office New Floor Tile	Building	\$0	\$0	\$50,000	\$0	\$0	\$50,000
22	Harbor Master/Shellfish Warden	Replace Work Boat	Equip (Rolling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
22	Tree Department	Replace boom truck	Equip (Rolling)	\$0	\$0	\$70,000	\$0	\$0	\$70,000
21	BPW-Highway	Replace 1994 GMC Sierra - Unit #7	Equip (Rolling)	\$0	\$0	\$50,000	\$0	\$0	\$50,000
21	BPW-Parks	Repairs to Undercarriage on 963 Traxcavator	Equip (Rolling)	\$0	\$0	\$35,000	\$0	\$0	\$35,000
21	Fire	Replace Engine 2	Equip (Rolling)	\$0	\$0	\$450,000	\$0	\$0	\$450,000
21	Police	Replacement of 2 existing HVAC control units	Equip (non-Rolling)	\$0	\$0	\$20,000	\$0	\$0	\$20,000
18	Police	Replacement and repairing of pers. lockers and locker rooms	Equip (non-Rolling)	\$0	\$0	\$50,000	\$0	\$0	\$50,000
17	Fire	Replace Car 3	Equip (Rolling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
17	Harbor Master/Shellfish Warden	Replace Harbormaster/Shellfish Warden Truck	Equip (Rolling)	\$0	\$0	\$45,000	\$0	\$0	\$45,000
16	Emergency Management	Replace Vehicles	Equip (Rolling)	\$0	\$0	\$50,000	\$50,000	\$50,000	\$150,000
16	Police	Portable radar speed monitoring displays	Equip (non-Rolling)	\$0	\$0	\$27,000	\$0	\$0	\$27,000
6	Fire	Replace Brush Truck	Equip (Rolling)	\$0	\$0	\$0	\$200,000	\$0	\$200,000
				\$2,779,000	\$2,097,000	\$10,381,000	\$21,357,000	\$471,000	\$37,085,000

Note: The \$185,000 Difference between total of Requested Projects and Recommended Porjects is \$30,000 for Harbormaster Parking System being moved to General Fund; \$55,000 for repaving the Bike Trail being moved to the Sewer Fund and only three years of \$50,000 for EMA vehicles being

		Free Cash		Capital Stabilization Fund		Ambulance Stab Fund		Overlay Surplus		Receipts Reserved, Ambulance		Comm. Pres. Fund		Waterway Fund		State Grants/Other		GO Borrowing		
		Bal. 6/30/16	\$5,068,586	Bal.12/31/16	\$500,347	Bal: 12/31/16	\$98,817	Released 1/20/17	\$300,000	Bal: 12/31/16	\$882,136	Rec by CPA	\$118,000	Bal: 12/31/16	\$362,122	Est.	\$265,000	Auth FY18	\$925,000	
		Less: 4% Reserve	-\$1,816,519	Plus: SBAB Reimb.	\$347,292			Res for FY18 Opr	-\$84,000	Est. Rreceipts -6/30/17	\$400,000	1/20/2017		Est. Rreceipts -6/30/17	\$10,000					
		Less: Res. For Spec Ed.	-\$383,330							Res. For FY18 Opr.	-\$1,000,000			Res. For FY18 Opr.	-\$60,000					
		Less: Res for Pay/Class	-\$150,000							Res. For Amb Stab	-\$60,000									
		Amt. Available	\$2,718,737		\$847,639		\$98,817		\$216,000		\$222,136		\$118,000		\$312,122		\$265,000		\$925,000	
YEAR 1, FY18																				\$6,359,516
72	Fire	IV Pumps for Ambulances	\$21,000								-\$21,000									-\$21,000
59	Fire	Ambulance Replacement	\$260,000								-\$161,183									-\$260,000
52	BPW-Highway	Roadwork	\$320,000																	-\$320,000
50	Police	Radio/communications sytem	\$250,000																	-\$250,000
46	Police	Police Cruisers	\$80,000																	-\$80,000
37	Harbor Master	Union Wharf Public Safety Marina	\$100,000																	-\$100,000
37	Historical Commission	Academy Bldg Doorway and Handcap Access	\$118,000																	-\$118,000
37	Town Hall	Town Hall Snow Guards	\$60,000																	-\$60,000
34	BPW-Highway	Replace Catch Basin Truck - Unit #19	\$330,000																	-\$330,000
33	School Department	Fairhaven HS Wood Window Restoration Project	\$250,000																	-\$250,000
32	BPW-Parks	Replace 2001 Toro Mower - Unit 4000D	\$65,000																	-\$65,000
30	Fire	Ladder 1 - General	\$925,000																	-\$925,000
			\$2,779,000		\$1,764,737		\$847,639		\$0		\$39,953		\$0		\$292,122		\$0			-\$2,779,000
		Trans to Cap. Stab.	-\$1,764,737	Trans from Free Cash	\$1,764,737	Trans from Amb. Rec.	\$60,000		\$0	Transfer to GF	-\$39,953			Est. Rec. FY18	\$20,000					\$0
		Bal. 7/1/18	\$0		\$2,612,376		\$60,000				\$0			\$0	\$312,122				Auth FY19	\$733,000
52	BPW-Highway	Roadwork	\$315,000																	-\$315,000
46	Police	Police Cruisers	\$83,000																	-\$83,000
29	School Department	Fairhaven HSI Gym. Dehumidification Project	\$262,000																	-\$262,000
27	BPW-Parks	Replace 2000 Ford Van - Unit #13	\$45,000																	-\$45,000
27	School Department	Fairhaven High School Exterior Major Improve.	\$733,000																	-\$733,000
25	BPW-Highway	Replace 1986 Bobcat - Unit #23	\$35,000																	-\$35,000
25	BPW-Parks	Replace 1999 Ford Tractor - Unit # 1920	\$44,000																	-\$44,000
25	COA Aging/Recreation	Replace HVAC System at Senior/Rec Center	\$179,000																	-\$179,000
25	School Department	Fairhaven Ethernet Dedicated Internet Service	\$170,000																	-\$170,000
23	BPW-Highway	Replace 2000 Ford Dump - Unit #25	\$160,000																	-\$160,000
23	BPW-Parks	Replace 1999 Ford Utility Truck - Unit #11	\$50,000																	-\$50,000
23	Police	Live Scan Fingerprint Machine	\$21,000																	-\$21,000
			\$2,097,000		\$1,248,376		\$60,000								\$312,122					-\$2,097,000
		Bal 7/1/19	\$0		\$1,248,376	Transfer from GF	\$60,000							Est. Rec. FY19	\$20,000	Est.	\$1,400,000	Auth FY20	\$7,921,000	
							\$0	\$120,000							\$332,122					
52	BPW-Highway	Roadwork	\$315,000																	-\$315,000
46	Police	Police Cruisers	\$88,000																	-\$88,000
27	School Department	Fairhaven HS Exterior Major Improve.	\$6,591,000																	-\$6,591,000
25	School Department	Fairhaven Ethernet Dedicated Internet Service	\$170,000																	-\$170,000
26	Police/Fire	Public Safety Complex	\$2,280,000																	-\$2,280,000
22	BPW- Administration	BPW Office New Floor Tile	\$50,000																	-\$50,000
22	Harbor Master	Replace Work Boat	\$45,000																	-\$45,000
22	Tree Department	Replace boom truck	\$70,000																	-\$70,000
21	BPW-Highway	Replace 1994 GMC Sierra - Unit #7	\$50,000																	-\$50,000
21	BPW-Parks	Repairs to Undercarriage on 963 Traxcavator	\$35,000																	-\$35,000
21	Fire	Replace Engine 2	\$450,000																	-\$450,000
21	Police	Replacement of 2 existing HVAC control units	\$20,000																	-\$20,000
18	Police	Replace and repair of pers. lockers & locker rooms	\$50,000																	-\$50,000
17	Fire	Replace Car 3	\$45,000																	-\$45,000
17	Harbor Master	Replace Harbormaster/Shellfish Warden Truck	\$45,000																	-\$45,000
16	Emergency Mgmt.	Replace Vehicles	\$50,000																	-\$50,000
16	Police	Portable radar speed monitoring displays	\$27,000																	-\$27,000
			\$10,381,000		\$278,376		\$120,000								\$242,122					\$0
		Bal 7/1/19	\$0	Transfer from GF	\$558,624	Trans from GF	\$60,000							Est Rec FY20	\$20,000					
															\$262,122					
52	BPW-Highway	Roadwork	\$325,000																	-\$325,000
46	Police	Police Cruisers	\$92,000																	-\$92,000
25	School Department	Fairhaven Ethernet Dedicated Internet Service	\$170,000																	-\$170,000
26	Police/Fire	Public Safety Complex	\$20,520,000																	-\$20,520,000
16	Emergency Mgmt.	Replace Vehicles	\$50,000																	-\$50,000
6	Fire	Replace Brush Truck	\$200,000																	-\$200,000
			\$21,357,000		\$0		\$180,000								\$262,122					-\$21,357,000
																				\$0

			Transfer from GF	\$471,000	Trans from GF	\$60,000			Est Rec FY21	\$20,000		
		Bal 7/1/21		\$471,000		\$240,000				\$282,122		
YEAR 5 FY22												
52	BPW-Highway	Roadwork		\$325,000								
												-\$325,000
46	Police	Police Cruisers		\$96,000								
												-\$96,000
16	Emergency Mgmt.	Replace Vehicles		\$50,000								
												-\$50,000
				\$471,000		\$0						-\$471,000
				\$37,085,000								-\$37,085,000

General Fund

Debt Service/Net Revenue Ratio Summary.G.F. Capital Budget

FY18-22

Revenue Summary

	Budget FY 2018	Projected FY 2019	Projected FY 2020	Projected FY 2021	Projected FY 2022
Property Taxes (Net of Debt Exclusions)	26,419,823	27,211,568	28,029,670	28,875,115	29,748,931
Local Receipts	6,642,000	6,810,500	6,997,404	7,202,584	7,426,148
State Aid (Cherry Sheet)	10,560,000	10,710,900	10,864,657	11,021,337	11,181,012
Interfund Operating Transfers	960,000	988,800	1,018,464	1,049,018	1,080,488
Rev. Approp. For Specific Purposes	1,181,000	1,236,050	1,293,797	1,354,374	1,417,922
Overlay Surplus	84,000	88,200	92,610	97,241	102,103
Free Cash	0	0	0	0	0
Revenue (Net of Debt Exclusions)	45,846,823	47,046,019	48,296,603	49,599,670	50,956,605
General Fund Debt Service-(Non Excluded)	19,761	18,865	7,389	7,191	0
General Fund Debt Service-(Excluded)	1,167,578	1,138,502	968,988	946,163	922,770
P/Y Authorized CIP Unissued	0	0	0	0	0
Subtotal	1,187,339	1,157,367	976,377	953,354	922,770
New Non- Excluded CIP	0	131,813	201,181	778,643	757,989
New Excluded CIP	0	0	228,000	2,274,300	2,217,300
Total Debt Service	1,187,339	1,289,179	1,405,558	4,006,296	3,898,059
Less: Debt Exclusions	1,167,578	1,138,502	1,196,988	3,220,463	3,140,070
Net Debt Service (Non Excluded Debt)	19,761	150,678	208,570	785,834	757,989
Increase of Net Debt Service over PY		130,917	57,893	577,263	-27,845
Estimated Total Revenue	45,846,823	47,046,019	48,296,603	49,599,670	50,956,605
Less:					
Non-excluded SBA	0	0	0	0	0
Net Revenue	45,846,823	47,046,019	48,296,603	49,599,670	50,956,605
Net Debt Ratio	0.04%	0.32%	0.43%	1.58%	1.49%

		Year 1 FY18	Year 2 FY19	Year 3 FY20	Year 4 FY21	Year 5 FY22	Year 6 FY23	Year 7 FY24	Year 8 FY25	Year 9 FY26	Year 10 FY27	Year 11 FY28	Total
Gross Funding Recommendation		\$2,779,000	\$2,097,000	\$10,381,000	\$21,357,000	\$471,000							\$37,085,000
Free Cash		-\$954,000											-\$954,000
Transfer from General Fund					-\$558,624	-\$471,000							-\$1,029,624
Capital Stabilization			-\$1,364,000	-\$970,000	-\$278,376								-\$2,612,376
Ambulance Replacement Fund		-\$98,817											-\$98,817
Overlay Surplus		-\$216,000											-\$216,000
Receipts Reserved-Ambulance		-\$182,183											-\$182,183
Community Preservation Fund		-\$118,000											-\$118,000
Waterway Fund		-\$20,000		-\$90,000									-\$110,000
State Grants/Other		-\$265,000		-\$1,400,000									-\$1,665,000
Net Borrowing Recommendation		\$925,000	\$733,000	\$7,921,000	\$20,520,000	\$0							\$30,099,000
Ten (5) Year Borrowing Interest	5 4.00%		\$0	\$0	\$0	\$0							\$0
Ten (10) Year Borrowing Interest	10 4.25%	\$925,000	\$0	\$450,000	\$0	\$0							\$1,375,000
Twenty (20) Year Borrowing Interest	20 5.00%		\$733,000	\$5,191,000	\$0	\$0							\$5,924,000
Twenty (20) Year Borrowing - Prop 2 1/2 Excl. Interest	20 5.00%	\$0	\$0	\$2,280,000	\$20,520,000	\$0							\$22,800,000
Total Debt		\$925,000	\$733,000	\$7,921,000	\$20,520,000	\$0							
Ten (5) Year Debt Schedule													
Year 1 Debt Service	Principal		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 2 Debt Service	Principal			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 3 Debt Service	Principal				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 4 Debt Service	Principal				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 5 Debt Service	Principal					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Ten (5) Year Debt Service			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ten (10) Year Debt Schedule													
Year 1 Debt Service	Principal		\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$92,500	\$925,000
	Interest		\$39,313	\$35,381	\$31,450	\$27,519	\$23,588	\$19,656	\$15,725	\$11,794	\$7,863	\$3,931	\$216,219
	Total		\$131,813	\$127,881	\$123,950	\$120,019	\$116,088	\$112,156	\$108,225	\$104,294	\$100,363	\$96,431	\$1,141,219
Year 2 Debt Service	Principal			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 3 Debt Service	Principal				\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$360,000
	Interest				\$19,125	\$17,213	\$15,300	\$13,388	\$11,475	\$9,563	\$7,650	\$5,738	\$101,363
	Total				\$64,125	\$62,213	\$60,300	\$58,388	\$56,475	\$54,563	\$52,650	\$50,738	\$461,363
Year 4 Debt Service	Principal					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 5 Debt Service	Principal						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total						\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Ten (10) Year Debt Service			\$131,813	\$127,881	\$188,075	\$182,231	\$176,388	\$170,544	\$164,700	\$158,856	\$153,013	\$149,081	\$1,602,581
Twenty (20) Year Debt Schedule													
Year 1 Debt Service	Principal		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 2 Debt Service	Principal			\$36,650	\$36,650	\$36,650	\$36,650	\$36,650	\$36,650	\$36,650	\$36,650	\$36,650	\$329,850
	Interest			\$36,650	\$34,818	\$32,985	\$31,153	\$29,320	\$27,488	\$25,655	\$23,823	\$22,000	\$265,713
	Total			\$73,300	\$71,468	\$69,635	\$67,803	\$65,970	\$64,138	\$62,305	\$60,473	\$60,473	\$595,563

Projected Debt Service for New G.F.Capital Projects

		Year 1 FY18	Year 2 FY19	Year 3 FY20	Year 4 FY21	Year 5 FY22	Year 6 FY23	Year 7 FY24	Year 8 FY25	Year 9 FY26	Year 10 FY27	Year 11 FY28	Total
Year 3 Debt Service	Principal				\$259,550	\$259,550	\$259,550	\$259,550	\$259,550	\$259,550	\$259,550	\$259,550	\$2,076,400
	Interest				\$259,550	\$246,573	\$233,595	\$220,618	\$207,640	\$194,663	\$181,685	\$181,685	\$1,726,008
	Total				\$519,100	\$506,123	\$493,145	\$480,168	\$467,190	\$454,213	\$441,235	\$441,235	\$3,802,408
Year 4 Debt Service	Principal					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 5 Debt Service	Principal						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total						\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Twenty (20) Year Debt Service			\$0	\$73,300	\$590,568	\$575,758	\$560,948	\$546,138	\$531,328	\$516,518	\$501,708	\$501,708	\$4,397,970
Net Total Non-Excluded Debt Service			\$131,813	\$201,181	\$778,643	\$757,989	\$737,335	\$716,681	\$696,028	\$675,374	\$654,720	\$650,789	\$6,000,551
Twenty (20) Year Debt- Prop 2 1/2 Excl.Schedule													
Year 1 Debt Service	Principal		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 2 Debt Service	Principal			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Year 3 Debt Service	Principal				\$114,000	\$114,000	\$114,000	\$114,000	\$114,000	\$114,000	\$114,000	\$114,000	\$684,000
	Interest				\$114,000	\$108,300	\$102,600	\$96,900	\$91,200	\$85,500	\$79,800	\$79,800	\$564,300
	Total				\$228,000	\$222,300	\$216,600	\$210,900	\$205,200	\$199,500	\$193,800	\$193,800	\$1,248,300
Year 4 Debt Service	Principal					\$1,026,000	\$1,026,000	\$1,026,000	\$1,026,000	\$1,026,000	\$1,026,000	\$1,026,000	\$6,156,000
	Interest					\$1,026,000	\$974,700	\$923,400	\$872,100	\$820,800	\$769,500	\$718,200	\$5,386,500
	Total					\$2,052,000	\$2,000,700	\$1,949,400	\$1,898,100	\$1,846,800	\$1,795,500	\$1,744,200	\$11,542,500
Year 5 Debt Service	Principal						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Interest						\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total						\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Twenty (20) Year - Prop 2 1/2 Excl. Debt Service			\$0	\$0	\$228,000	\$2,274,300	\$2,217,300	\$2,160,300	\$2,103,300	\$2,046,300	\$1,989,300	\$1,938,000	\$12,790,800

Existing Debt Service

			DATE OF BOND MATURITY	Principal 2018	Interest 2018	Principal 2019	Interest 2019	Principal 2020	Interest 2020	Principal 2021	Interest 2021	Principal 2022	Interest 2022
DESCRIPTION OF BOND ISSUE													
GF	Excl	E. Fairhaven School Const. MSBA	11/1/2018	148,714	5,949	148,715	2,974	0	0	0	0	0	0
GF	Excl	E. Fairhaven School Design 6/8/02	12/15/2024	47,000	13,540	47,000	11,425	47,000	9,075	47,000	6,725	47,000	4,845
GF	Excl	E. Fairhaven School Const. 6/8/02	3/15/2027	210,000	44,275	205,000	40,075	205,000	35,975	200,000	31,875	195,000	27,875
GF	Excl	Woods School Project	11/1/2033	<u>455,000</u>	<u>243,100</u>	<u>455,000</u>	<u>228,313</u>	<u>455,000</u>	<u>216,938</u>	<u>455,000</u>	<u>205,563</u>	<u>455,000</u>	<u>193,050</u>
Total Principal and Interest (Excluded)				860,714	306,864	855,715	282,787	707,000	261,988	702,000	244,163	697,000	225,770
Total Debt Service (Excluded)					1,167,578		1,138,502		968,988		946,163		922,770
GF	Non-Excl	Title V Septic Betterment	8/1/2018	10,868	816	10,868	272	0	0	0	0	0	0
GF	Non-Excl	Title V Septic Betterment II	2/1/2021	<u>6,711</u>	<u>1,366</u>	<u>6,711</u>	<u>1,014</u>	<u>6,711</u>	<u>678</u>	<u>6,847</u>	<u>344</u>	<u>0</u>	<u>0</u>
Total Principal and Interest (Non-Excl)				17,579	2,182	17,579	1,286	6,711	678	6,847	344	0	0
Total Debt Service(Non Excl)					19,761		18,865		7,389		7,191		0
Total General Fund Principal and Interest (Excluded and Non- Excluded)				878,293	309,046	873,294	284,073	713,711	262,666	708,847	244,507	697,000	225,770
Total General Fund Debt Service, (Excluded and Non-Excluded)					1,187,339		1,157,367		976,377		953,354		922,770

REVENUES	Received FY15	Received FY16	Budget FY17	Projected FY17	Assumption	Projected FY18	Budget FY18	Projected FY19	Projected FY20	Projected FY21	Projected FY22
PROPERTY TAXES											
Prior Year Levy			\$ 24,760,441	\$ 24,760,441		\$ 25,653,486	\$ 25,653,486	\$ 26,419,823	\$ 27,211,568	\$ 28,029,670	\$ 28,875,115
Add 2 1/2%			\$ 619,011	\$ 619,011		\$ 641,337	\$ 641,337	\$ 660,496	\$ 680,289	\$ 700,742	\$ 721,878
Add New Growth			\$ 100,000	\$ 274,034	5.0%	\$ 287,736	\$ 125,000	\$ 131,250	\$ 137,813	\$ 144,703	\$ 151,938
TOTAL LEVY (not including Debt Excl Le	\$ 23,955,561	\$ 24,760,441	\$ 25,479,452	\$ 25,653,486		\$ 26,582,559	\$ 26,419,823	\$ 27,211,568	\$ 28,029,670	\$ 28,875,115	\$ 29,748,931
STATE AID											
Chapter 70 & Charter Tuition Reimburse	\$ 7,387,207	\$ 7,428,260	\$ 7,470,808	\$ 7,531,412	1.0%	\$ 7,606,726	\$ 7,600,000	\$ 7,676,000	\$ 7,752,760	\$ 7,830,288	\$ 7,908,590
General Government Aid	\$ 2,006,530	\$ 2,078,765	\$ 2,168,152	\$ 2,168,152	2.5%	\$ 2,222,356	\$ 2,100,000	\$ 2,152,500	\$ 2,206,313	\$ 2,261,470	\$ 2,318,007
Veterans Benefits	\$ 610,440	\$ 642,532	\$ 647,731	\$ 618,506	3.5%	\$ 640,154	\$ 640,000	\$ 662,400	\$ 685,584	\$ 709,579	\$ 734,415
Exemptions, VBS and Elderly	\$ 89,894	\$ 85,565	\$ 78,499	\$ 78,499	0.0%	\$ 78,499	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
State Owned Land	\$ 154,727	\$ 154,727	\$ 154,766	\$ 154,187	0.0%	\$ 154,187	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
TOTAL STATE AID (not including SBA)	\$ 10,248,798	\$ 10,389,849	\$ 10,519,956	\$ 10,550,756		\$ 10,701,922	\$ 10,560,000	\$ 10,710,900	\$ 10,864,657	\$ 11,021,337	\$ 11,181,012
						\$ 181,966					
						1.7%					
LOCAL RECEIPTS											
Motor Vehicle Excise	\$ 1,612,146	\$ 1,836,489	\$ 1,520,000	\$ 1,928,313	5.0%	\$ 2,024,729	\$ 1,650,000	\$ 1,732,500	\$ 1,819,125	\$ 1,910,081	\$ 2,005,585
Other Excise	\$ 607,448	\$ 658,589	\$ 500,000	\$ 711,276	8.0%	\$ 768,178	\$ 550,000	\$ 594,000	\$ 641,520	\$ 692,842	\$ 748,269
Penalties and Interest on Taxes	\$ 298,711	\$ 325,998	\$ 300,000	\$ 339,038	4.0%	\$ 352,599	\$ 325,000	\$ 338,000	\$ 351,520	\$ 365,581	\$ 380,204
Payments in Lieu of Taxes	\$ 178,866	\$ 23,729	\$ 170,000	\$ 170,000	0.0%	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
Charges for Services-Solid Waste Fees	\$ 98,432	\$ 87,189	\$ 90,000	\$ 69,751	-20.0%	\$ 55,801	\$ 50,000	\$ 40,000	\$ 32,000	\$ 25,600	\$ 20,480
Other Charges for Services	\$ 78,675	\$ 18,693	\$ -	\$ 13,085	-30.0%	\$ 9,160	\$ 9,000	\$ 6,300	\$ 4,410	\$ 3,087	\$ 2,161
Fees	\$ 212,618	\$ 242,859	\$ 164,000	\$ 262,288	8.0%	\$ 283,271	\$ 220,000	\$ 237,600	\$ 256,608	\$ 277,137	\$ 299,308
Rentals	\$ 126,734	\$ 136,483	\$ 120,000	\$ 140,577	3.0%	\$ 144,795	\$ 120,000	\$ 123,600	\$ 127,308	\$ 131,127	\$ 135,061
Dept Revenue-Schools	\$ 2,358,575	\$ 2,532,174	\$ 2,200,000	\$ 2,658,783	1.5%	\$ 2,698,664	\$ 2,350,000	\$ 2,385,250	\$ 2,421,029	\$ 2,457,344	\$ 2,494,204
Dept Revenue-Recreation	\$ 18,953	\$ 29,658	\$ 20,000	\$ 32,624	-3.0%	\$ 31,645	\$ 30,000	\$ 29,100	\$ 28,227	\$ 27,380	\$ 26,559
Other Dept. Revenue	\$ 846,270	\$ 848,094	\$ 880,000	\$ 797,199	-6.0%	\$ 749,367	\$ 700,000	\$ 658,000	\$ 618,520	\$ 581,409	\$ 546,524
Licenses and Permits	\$ 427,302	\$ 502,858	\$ 400,000	\$ 553,144	7.0%	\$ 591,864	\$ 450,000	\$ 481,500	\$ 515,205	\$ 551,269	\$ 589,858
Fines and Forfeits	\$ 7,365	\$ 6,635	\$ 6,000	\$ 5,640	-15.0%	\$ 4,794	\$ 5,000	\$ 4,250	\$ 3,613	\$ 3,071	\$ 2,610
Investment Income	\$ 24,667	\$ 19,835	\$ 20,000	\$ 15,868	-20.0%	\$ 12,694	\$ 13,000	\$ 10,400	\$ 8,320	\$ 6,656	\$ 5,325
Medicaid Reimbursement	\$ 44,722	\$ 70,665	\$ -	\$ 70,665	5.0%	\$ 74,198	\$ -	\$ -	\$ -	\$ -	\$ -
Misc. Recurring	\$ 46,640	\$ 16,422	\$ -	\$ 16,422	0.0%	\$ 16,422	\$ -	\$ -	\$ -	\$ -	\$ -
Misc. Non-Recurring	\$ 344,055	\$ 311,581	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LOCAL RECEIPTS	\$ 7,332,179	\$ 7,667,950	\$ 6,390,000	\$ 7,784,673		\$ 7,988,182	\$ 6,642,000	\$ 6,810,500	\$ 6,997,404	\$ 7,202,584	\$ 7,426,148
REVENUE APPROPRIATED FOR SPECIFIC PURPOSES											
Waterway Funds	\$ 45,000	\$ 62,495	\$ 54,125	\$ 54,125	3.0%	\$ 55,749	\$ 55,000	\$ 56,650	\$ 58,350	\$ 60,100	\$ 61,903
Ambulance Funds	\$ 858,555	\$ 944,000	\$ 956,359	\$ 956,359	5.0%	\$ 1,004,177	\$ 1,050,000	\$ 1,102,500	\$ 1,157,625	\$ 1,215,506	\$ 1,276,282
Title 5 Receipts	\$ 22,490	\$ 21,572	\$ 20,700	\$ 20,700	0.0%	\$ 20,700	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Wetland Protection Fund	\$ 6,000	\$ 8,000	\$ 4,000	\$ 4,000	0.0%	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Council on Aging-Social Day Program	\$ 35,000	\$ 35,000	\$ 36,000	\$ 36,000	2.5%	\$ 36,900	\$ 36,000	\$ 36,900	\$ 37,823	\$ 38,768	\$ 39,737
Animal Control Gift Account	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	0.0%	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Storm Water Subdivision Fees	\$ 8,647	\$ 8,647	\$ 9,847	\$ 9,847	0.0%	\$ 9,847	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL REVENUE APPROPRIATED FO	\$ 980,692	\$ 1,084,714	\$ 1,087,031	\$ 1,087,031		\$ 1,137,373	\$ 1,181,000	\$ 1,236,050	\$ 1,293,797	\$ 1,354,374	\$ 1,417,922
						\$ 50,342					
						4.6%					
ENTERPRISE FUND INDIRECT COSTS CHARGES											
Water Enterprise Fund	\$ 375,000	\$ 386,578	\$ 394,443	\$ 394,443	3.0%	\$ 406,276	\$ 400,000	\$ 412,000	\$ 424,360	\$ 437,091	\$ 450,204
Sewer Enterprise Fund	\$ 536,917	\$ 542,338	\$ 546,724	\$ 546,724	3.0%	\$ 563,126	\$ 560,000	\$ 576,800	\$ 594,104	\$ 611,927	\$ 630,285
TOTAL ENTERPRISE FUND INDIRECT	\$ 911,917	\$ 928,916	\$ 941,167	\$ 941,167		\$ 969,402	\$ 960,000	\$ 988,800	\$ 1,018,464	\$ 1,049,018	\$ 1,080,488
Overlay Surplus	\$ 60,000	\$ 75,000	\$ 80,000	\$ 80,000	5.0%	\$ 84,000	\$ 84,000	\$ 88,200	\$ 92,610	\$ 97,241	\$ 102,103
TOTAL OPERATING REVENUES	\$ 43,489,147	\$ 44,906,870	\$ 44,497,606	\$ 46,097,113	5.0%	\$ 47,463,437	\$ 45,846,823	\$ 47,046,018	\$ 48,296,602	\$ 49,599,669	\$ 50,956,605
								\$ 1,199,196	\$ 1,250,583	\$ 1,303,067	\$ 1,356,936
								2.6%	2.7%	2.7%	2.7%



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 3
Type: New
Cost Basis: Vendor Quote
Fund: General Fund

Department: Fire
Project: IV Pumps for Ambulances
Project Category: Equip (non-Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,000.00

Funding Source	Funding Amount	Submitted by:
Ambulance Fund	\$25,000.00	Todd Correia
Total	\$25,000.00	Title: Deputy Chief
		Date: 11/23/2016

Description

The Fairhaven Fire & EMS Department is required to place an Intravenous Pump (IV) for medications. These pumps are a requirement for all Advance Life Support (ALS) Ambulances in the Commonwealth of Massachusetts, and will need to be in place by December 31, 2017. We are still in the selection process on these pumps and will have a formal quote in the very near future. We are currently working with our neighboring departments, the Bristol County Fire Chief Association, and SEMLEC to conduct a group purchases to help reduce cost and expenses. The pump will be an A/C, battery backup pumps, with two chambers and a data base. The pumps are designed to appropriately deliver a precise amount of medication per/minute or per/hour to help reduce over medicating and/or medication errors.

Justification

This is a Massachusetts Department of Public Health, Office of Emergency Medical Services mandate. IN order for us to continue operating at the Paramedic Level after December 31, 2017, these pumps will need to be purchased. Expected lifespan will be between 6 to 10 years.

Description of item to be replaced

New Item

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

<p>Priority: 1</p> <p>Type: Replacement</p> <p>Cost Basis: Vendor Quote</p> <p>Fund: General Fund</p>	<p>Department: Fire</p> <p>Project: Ambulance Replacement</p> <p>Project Category: Equip (Rolling)</p> <p>Project Type: Vehicle/Equipment (including "General IT")</p>
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FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$260,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260,000.00

Funding Source	Funding Amount	Submitted by: Todd Correia
Ambulance Fund	\$260,000.00	Title: Deputy Chief
Total	\$260,000.00	Date: 11/21/2016

Description

The Fairhaven Fire & EMS Department is requesting \$250,000.00 to replace a 15 y/o ambulance (Medic 3). The Town of Fairhaven and the Fairhaven Fire Department plan for the replacement of an ambulance every five (5) years. This ambulance is requested to be purchased out of the ambulance revolving account. The department is requesting the funding for a new 2017 ambulance. The ambulance will be a medium duty truck capable of lasting 15 years. Our two newer ambulances are currently medium duty trucks and have the durability to last the 15 years needed by the town. The ambulance will be designed by the apparatus study committee and purchased off a state bid list. The ambulance will contain all the necessary equipment that is required to be purchased with a new ambulance in addition to other equipment that is now mandated by either the Federal KKK-1822 Specs or Massachusetts Department of Public Health. Some of this new equipment is a center load system that is required by the DOT KKK-1822 specs to properly secure a patient and stretcher during an accident, and a new LifePak 15 ® holder that will properly secure the monitor in the event of an accident. An IV warmer capable of all Intravenous Therapy (IV) and medications at the proper temperature during the winter months, will also be included. A narcotic vault to ensure the proper security and protection of our narcotics to ensure the meet or exceed the Federal and Massachusetts requirements will be installed as well. The ambulance will be equipped with a modernized suspension system. It is imperative that we continue to upgrade with the market to ensure that our patients have the proper comfort and protection while being transported to the hospital. The new system will have a gel suspension system that is capable of lowering the rear of the truck to an acceptable level to be used with the loading system. Most of current Advanced Life Support Equipment that we have is forecasted to remain in service and be transferred from the existing Medic to the new ambulance. However

Justification

A risk assessment was conducted by members of this department and members of the apparatus study committee. It was discovered many years ago that the ambulances need to be replaced after 15 years of service. The current ambulance is a 2002 Ford F350 light duty ambulance. The original design of the ambulance was to sustain 10 years of service but due to the increase in run volume and the need for a third ambulance we extended its life span to 15 years. Currently the ambulance has a stress crack in the cab and the body of the ambulance. The door hinges are weak and require constant maintenance. The transmission is in need of replacement and is currently being repaired with transmission sealer by the garage. The electrical system is beginning to fail and requiring multiple repairs to maintain is current state. The vehicle is approaching 100,000 miles.

some equipment and supplies will need to be replaced based on longevity and assessment of their condition. As always the ambulances will be rotated down to ensure their longevity. The new ambulance will replace the existing first run ambulance the other two will drop down to second and third run.

Description of item to be replaced

The current ambulance is a 2002 Ford F350. The apparatus study committee will continue to explore and provide recommendations on trade in, sale, or scrap of the vehicle.

Schedule for completion of project

6 Months from Available Funding.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1
Type: Improvement
Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Highway
Project: Roadwork
Project Category: Infrastructure
Project Type: Roadways/Sidewalks

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$320,000.00	\$315,000.00	\$315,000.00	\$325,000.00	\$325,000.00	\$1,600,000.00

Funding Source	Funding Amount	Submitted by:
General Fund	\$320,000.00	Kim Nogueira
Total	\$320,000.00	Title: Head
		Date: 11/28/2016

Description

Justification

Description of item to be replaced

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT
TRACKING SYSTEM

Priority: 3

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: Police

Project: Radio/communications sytem

Project Category: Equip (non-Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00

Funding Source	Funding Amount
General Fund	\$250,000.00
Total	\$250,000.00

Submitted by: Michael Myers
Title: Chief of Police
Date: 11/28/2016

Description

The Police communication system including mobile, portable and base station radios along with software and extended warranties.

Justification

The current radio system that is used and shared by the Towns of Fairhaven, Mattapoisett and Acushnet is going to need major improvement and/or replacement. The current system is over 20 years old and the equipment is becoming obsolete. The Federal Government is taking back the current 400 band frequency being used by many law Enforcement agencies, the band we currently use, and may require a move to the 700 and 800 bands. The current equipment could not support such a move. Verizon has also stated they will no longer support the copper telephone connection currently used to run the system. Again the equipment we have can only be run off the copper lines. The current computer based radio system we operate off of is a system that was designed for a Taxi cab company and not law enforcement. Therefore, we have numerous, and often, issues with our communications. We would need to replace the equipment for both dispatch stations in our communications center.

Description of item to be replaced

Existing radio communications system.

Schedule for completion of project

Within the beginning months of the awarded fiscal year.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1
Type: Replacement
Cost Basis: Previous Purchase
Fund: General Fund

Department: Police
Project: Police Cruisers
Project Category: Equip (Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$80,000.00	\$83,000.00	\$88,000.00	\$92,000.00	\$96,000.00	\$439,000.00

Funding Source	Funding Amount	Submitted by: Michael Myers
General Fund	\$80,000.00	Title: Chief of Police
Total	\$80,000.00	Date: 11/28/2016

Description

This would be to purchase two Police replacement vehicles each year

Justification

The Police Department replaces two vehicles per year by a rotation system which optimizes the use and value of the vehicles. The vehicles are used for three years as primary vehicles in which time they reach approximately 100 thousand miles. They are then kept for another two years in a backup role where they reach another 30 thousand miles. We then declare them surplus at approximately 130 thousand miles where they have reached the safety and life expectancy of a police vehicle.

This system has been in place for over twenty years and has worked extremely well to reduce repair costs, accident costs and overall safety of the vehicles for the Officers. The vehicles get their primary use during those years the vehicles are under manufacturer warranty during which time most major and costly repairs occur.

Description of item to be replaced

2 Police vehicles

Schedule for completion of project

Fiscal year 2018

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation

Vehicles are replacing existing vehicles with little to impact on budget.



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 2

Type: Improvement

Cost Basis: Arct/Eng

Fund: General Fund

Department: Harbor Master/Shellfish Warden

Project: Union Wharf Public Safety Marina

Project Category: Infrastructure

Project Type: Design/Construction (buildings, open space, athletic fields, water, sewer, drain, DWTP)

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00

Funding Source	Funding Amount	Submitted by:
State Grant	\$80,000.00	William Roth
Waterways Fund	\$20,000.00	Title:
		Date: 12/12/2016
Total	\$100,000.00	

Description

The project is a public service marina on the north side of Union Wharf. The marina will consist of two 26' x 8' floats connected to the wharf by two 4'x20 aluminum gangways. The marina will have a capacity for 5 boat slips (2 harbormaster, 1 police, 1 fire and 1 vacant slip for other state or federal officials). The cost also includes the design and permitting. This project is anticipated to be submitted to the Seaport Economic Council for grant funds, which require a 20% match.

Justification

Currently the harbormaster, police and fire departments have the four boats moored and various marina's within the harbor. This project would consolidate the boats into one location, which can be secured. The one central location will also provide for efficiency in responding to calls because the various departments routinely ride on each others boats depending on the type of response needed. Union Wharf has excellent access and parking for emergency vehicles.

Description of item to be replaced

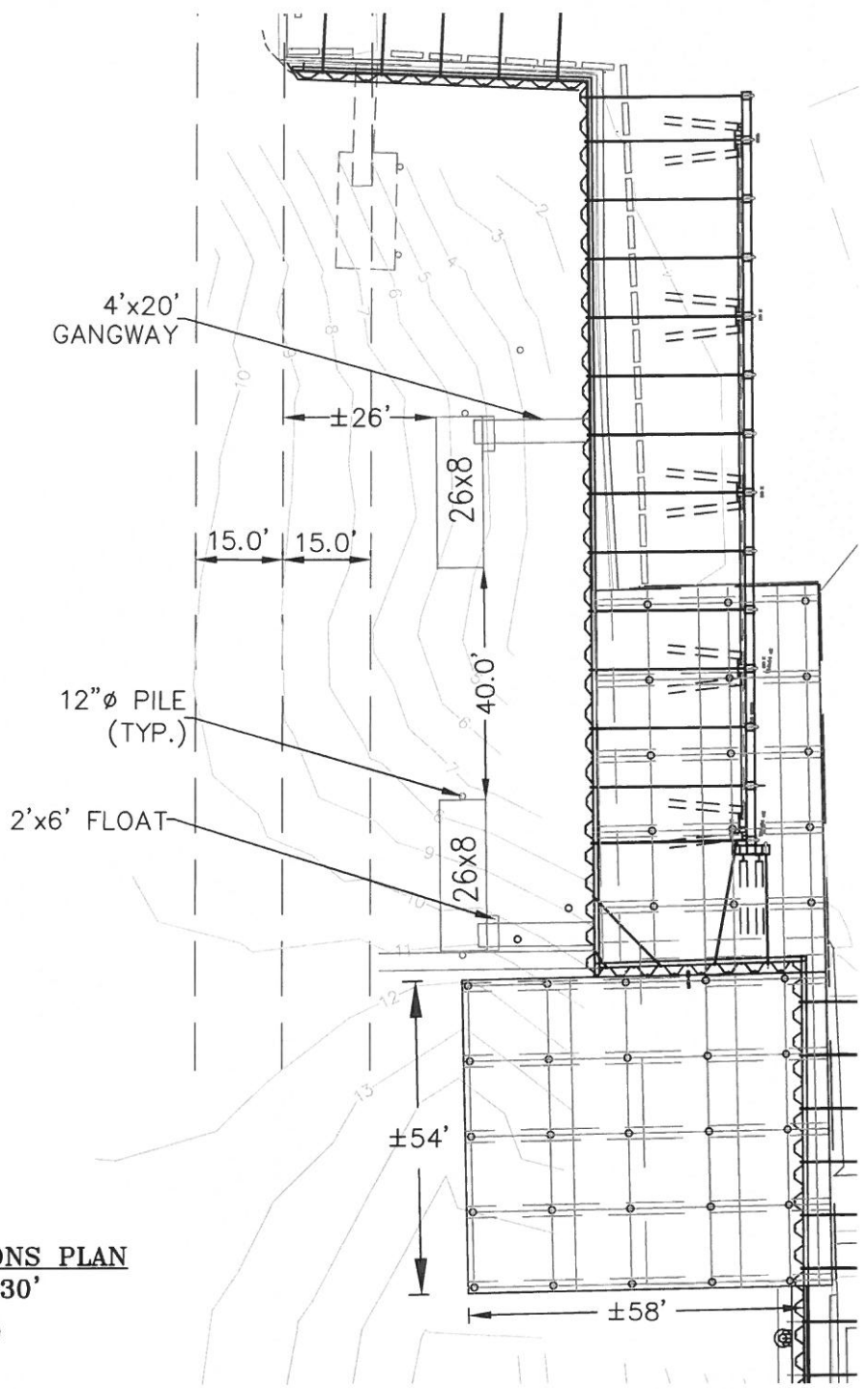
Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

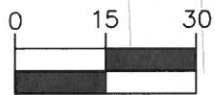
Explanation

PROPOSED 12' X 425' CONCRETE FLOAT



PROPOSED CONDITIONS PLAN

SCALE: 1" = 30'



PLAN ACCOMPANYING PETITION OF:
TOWN OF FAIRHAVEN
TO LICENSE & MAINTAIN A PUBLIC COMMERCIAL
BOAT FACILITY, PROPOSED BULKHEAD, PILE
SUPPORTED STRUCTURES, AND SITE
IMPROVEMENTS
1 UNION WHARF
FAIRHAVEN, MA 02719
FAIRHAVEN/NEW BEDFORD HARBOR,
BRISTOL COUNTY, MA



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1

Type: Improvement

Cost Basis: Arct/Eng

Fund: General Fund

Department: Historical Commission

Project: Academy Bldg Doorway and Handicap Access

Project Category: Building

Project Type: Design/Construction (buildings, open space, athletic fields, water, sewer, drain, DWTP)

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$118,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$118,000.00

Funding Source	Funding Amount
Comm.Prev.Funds	\$118,000.00
Total	\$118,000.00

Submitted by: David Despres
Title: Chair, Historical Commission
Date: 01/12/2017

Description

This project addresses three major issues; it preserves the original, deteriorating Federal style entry way, it creates a second egress from the first floor of the building, and most importantly, the project provides ADA compliant access to the main level and the tourism office.

Justification

The Academy Building serves two important purposes for the community as a welcoming center for visitors to the town and as museum preserving the rich history of Fairhaven. As such, it should be handicap accessible both to comply with ADA requirements but also in recognition of the Town's openness to all individuals. As a museum, every effort should be made to maintain its historical character and restoring the deteriorating front entrance to its original design is essential. The funding for the handicap access portion of the project is proposed to come from the general fund, while the historical preservation part would come from Community Preservation Funds

Description of item to be replaced

Schedule for completion of project

The project should take approximately four weeks after the procurement process is completed.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation

FAIRHAVEN ACADEMY BUILDING DOORWAY PRESERVATION PROJECT

The Fairhaven Academy Building was built in 1798 as a private academy and was originally located diagonally across Huttleston Avenue from its present location. It was sold in 1841 to Captain John A. Hawes who utilized the building at various times as a billiard room and meeting place for both religious and Town meetings. In 1907, the Fairhaven High School Alumni Association, at the behest of Henry Huttleston Rogers, purchased the building and moved it to its current location. It has served as a meeting place for the Fairhaven Colonial Club, the Red Cross, the Fairhaven Militia, and also the Fairhaven Historical Society. The Academy is listed on both the Massachusetts and National Historical Registers. Owned by the Town of Fairhaven, the Academy is maintained by the Fairhaven Historical Commission. The Museum of Fairhaven History, administered by the Fairhaven Historical Society, is located in the building. The Museum consists of a combination of permanent and rotating displays outlining the history of the Town. The Academy also serves as the office of the Director of Tourism, who maintains informational displays highlighting the history of the town.

This project addresses three major issues; it preserves the original, deteriorating Federal style entryway, it creates a second egress from the first floor of the building, and most importantly, the project provides ADA compliant access to the main level and Tourism office.

The project should take approximately four weeks, from receipt of funds, to complete.

The Historical Commission thanks you in advance for your every consideration of this worthy project.

David Despres
Chairman
Fairhaven Historical Commission
244 Main Street
Fairhaven Massachusetts 02719
508-999-6057
ddes51959@aol.com



Town of Fairhaven Historical Commission
 c/o Millicent Library
 45 Centre Street
 Fairhaven, MA 02719

Fairhaven Academy Building
 Doorway Repair
 Suggested Scope of Work
 Preliminary Cost Estimate

Revised 10 30 16

Members of the Historical Commission

Below are suggestions and preliminary scope for repairing the historic south doorway, and installing a new ADA compliant ramped entry at the North side of the Academy Building. These suggestions are subject to further investigation and design to provide a fully code compliant solution that could be brought to contractor bid and permitted by building officials.

Task	Description
	Suggested Design Components
1	Meet with Historical Commission Members on Site to discuss project. Prepare Architectural Construction Drawings. Select and contract building contractor.
	South Doorway and Steps
2	Investigate and assess existing conditions for exact dimensions for new door and doorway assembly.
3	Revise design; provide shop drawing for new door and doorway.
4	Shop build new custom single or double main and storm doors, doorway assembly and specific trim.
5	Carefully remove existing doors, door way and existing associated trim.
6	Investigate and assess existing conditions of structure for compatibility with new doorway assembly.
7	Carefully remove and stockpile existing granite steps for reuse.
8	Excavate existing entry area construct new footings for new steps and landing area.
9	Install new single custom doorway, main door and storm door and associated historically accurate new and, or reuse existing trim.
10	Reusing existing granite steps and new matching granite construct new step and landing to comply with requirements. 4 or 5, 6" risers, 12" steps, 6'0" x 5'0" landing.
11	Adjacent walk way Re-grade and construct concrete walkway.
12	Repair above doorway fan assembly. Repair wood millwork and glass glazing.
13	Repair, refinish and paint complete remaining doorway, pilasters and pediment.
14	Install ADA compliant and historically contextual handrails.

New Accessible North Doorway and Ramp	
15	Remove existing north window, reframe opening and install new accessible entryway door and hardware. New trim at exterior and interior to reference existing historic profiles.
16	At exterior, install new 6' x 6' accessible entry landing with steps, railings and access to new ramp from handicap parking spaces.
17	Excavate and prepare site; install new historically compatible accessible cast in place concrete ramp and railings. Ramp would be 3' wide and approximately 34' long with landing midway.

Preliminary Estimate of Probable Cost

1	South Doorway, Steps and Sidewalk	\$ 25,000
2	New Accessible North Doorway and Ramp	\$ 65,000
3	Subtotal	\$ 90,000
4	Project Contingency (Schematic Design Stage) @ 20%	\$ 18,000
5	Engineering/Architect Fee	\$ 10,800
6	Total	\$118,800

The preliminary estimate is a summary of an itemized Means "Costwork" estimate. The proposed estimate includes a project contingency that could include additional structural repairs that may be required, preservation and stabilization of the historic entry entablature elements, landscaping, security and alarm, signage and lighting.

The following page contains some existing conditions photographs of the South Elevation entry. Should you need additional information, please do not hesitate to contact us. We look forward to working with you on this project for Fairhaven's historic Academy Building.

Sincerely

John Montano RA
 Julia Bernert RA, LEED AP
 Clearwater Architects



Residential

Historic Preservation



Municipal

Green Architecture



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1
Type: Improvement
Cost Basis: Arct/Eng
Fund: General Fund

Department: Town Hall
Project: Town Hall Snow Guards
Project Category: Building
Project Type: Building Maintainance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00

Funding Source	Funding Amount
General Fund	\$60,000.00
Total	\$60,000.00

Submitted by: Mark Rees
Title: Town Administrator
Date: 12/12/2016

Description

Installation of snow guards on the Town Hall roof in areas over the building entrances.

Justification

In the absence of the snow guards, large amounts of accumulated snow and ice slide from the roof without warning. Individuals entering and exiting the building face serious injury if they are in the vicinity of the falling snow and ice. The liability exposure to the town should someone be injured would be significant

Description of item to be replaced

Schedule for completion of project

- 1) Develop written specifications and put on to bid; June 2017
- 2) Award contract; July 2017
- 3) Construction starts; August 2017
- 4) Project completed; September 2017

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation

PRELIMINARY STATEMENT OF PROBABLE CONSTRUCTION COST

Description	Factor	Totals
CONSTRUCTION COST SUBTOTAL (not including General Conditions)		\$24,298
CONTINGENCY	10.00%	\$2,430
SUBTOTAL PRELIMINARY COST ESTIMATE (before G.C. Cost & Adjustment Factors)		\$26,728
GENERAL CONTRACTOR ADMINISTRATIVE COST AND OVERHEAD & PROFIT		
GENERAL CONDITIONS (from Section 01100)		\$20,800
OVERHEAD	5.00%	\$1,336
PROFIT	10.00%	\$2,673
BOND	2.50%	\$1,288
SUBTOTAL BEFORE ADJUSTMENT FACTORS		\$52,825
Permits	Assumed fees are waived	
TOTAL PRELIMINARY CONSTRUCTION COST ESTIMATE		\$52,825
Architectural Fee		\$6,339.06
Estimated Geotechnical, testing, document printing		
Estimated Clerk of the works		
Total		
TOTAL ESTIMATED PROJECT COST		\$59,165
PRELIMINARY COST ESTIMATE SUMMARY		Original Estimate
01100	General Conditions	20,800
07300	Slate Roofing	24,298
SUBTOTAL (not including General Conditions)		24,298



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 2
Type: Replacement
Cost Basis: Vendor Quote
Fund: General Fund

Department: BPW-Highway
Project: Replace Catch Basin Truck - Unit #19
Project Category: Equip (Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$330,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$330,000.00

Funding Source	Funding Amount
General Fund	\$165,000.00
State Grant	\$165,000.00
Total	\$330,000.00

Submitted by: Kim Nogueira
Title: HEAD CLERK
Date: 11/18/2016

Description

VACTOR 900 ECO COMBINATION SEWER CLEANER

Justification

Replace the existing 1991 Clam Shell Catch Basin Cleaning Truck. Transmission needs to be replaced. Engine needs to be overhauled. The Crane section on the clam shell needs to be rebuilt.

Description of item to be replaced

1991 Catch Basin Truck - VIN#1GBM7H1JOMJ111557 (Unit #19)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1

Type: Improvement

Cost Basis: Arct/Eng

Fund: General Fund

Department: School Department

Project: Fairhaven High School
Wood Window Restoration
Project

**Project
Category:** Building

Project Type: Building Maintainance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250,000.00

Funding Source	Funding Amount
General Fund	\$230,000.00
Other	\$20,000.00
Total	\$250,000.00

Submitted by: Robert Baldwin

Title: Superintendent of Schools

Date: 11/28/2016

Description

A total of 50 classroom windows on the south and east and south and west sides of the Fairhaven High School will be restored to their original function of weight and cords.

Justification

While the exterior windows were painted this summer, the problems with their operation remain. Spencer and Vogt Group Architecture Preservation did a test fix on the French Room windows a couple of years ago with Mason Cook of Westmill Preservation Services. He was asked to update his cost estimate, which is attached for restoring the windows to their original function with weight and cords. This will eliminate the guillotine effect of dropping sash, or the inability to raise the windows. Both are related to ventilation. We concluded that the south classrooms were the highest priorities. This proposal also includes the related windows on the east and west elevations. The attached cost estimate, diagram of priority widows, and Mason Cook's cost estimate. The cost estimate for urgent priorities is \$248,160, which includes contingency and architectural fees.

Description of item to be replaced

See attachment

Schedule for completion of project

July - September 2017

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Parks

Project: Replace 2001 Toro 4000D Winged Mower - Unit 4000D

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$65,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00

Funding Source	Funding Amount
General Fund	\$65,000.00
Total	\$65,000.00

Submitted by: Kim Nogueira
Title:
Date: 11/22/2016

Description

2001 Toro 4000D Winged Mower. The 4000D is the workhorse of the Park Dept. It is used to mow the grass (60 acres) at the parks.

Justification

The winged decks are rotted. They have been patched and welded, but there is no more solid metal to weld. The servo motors need to be replaced and the transmission is slipping.

Description of item to be replaced

2001 Toro 4000D Winged Mower - Vin#21000293V203T (Unit 4000D)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 2
Type: Replacement
Cost Basis: Vendor Quote
Fund: General Fund

Department: Fire
Project: Ladder 1 - General
Project Category: Equip (Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$925,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$925,000.00

Funding Source	Funding Amount
General Fund	\$925,000.00
Total	\$925,000.00

Submitted by: Todd Correia
Title: Deputy Chief
Date: 11/21/2016

Description

The Fairhaven Fire & EMS Department is requesting \$925,000.00 to replace a 32 y/o non NFPA compliant aerial ladder truck. We have applied for a several AFG Grants over the past decade with no success, therefore requiring us to reach out to the Town to fund this piece. The department is looking to consolidate two pieces of apparatus with the purchase of the new vehicle. This will enable the department to run more efficiently to the needs of the community with one vehicle and take a 32 year old and a 22 year old apparatus out of service. The new ladder truck will be a 110ft straight aerial ladder. The new aerial ladder will be a tandem axle design and equipped with all NFPA recommended equipment. Included on the aerial ladder will be all new ground ladders of assorted sizes, a pre-piped water way, a PTO driven generator, a cascade system (SCBA filling station), and storage that will be able to contain all our technical rescue equipment. In addition to the standard equipment on the ladder truck, the truck will be outfitted with a pre-piped waterway. This waterway will be capable of delivering a 1000 gallon per minute (GPM) of water from an elevated platform. The pre-piped waterway dramatically decreases the time needed to place an elevated stream into service, possibly saving more property and lives. This waterway will have a remote control nozzle that will able to be operated from the base of the ladder truck, keeping our firefighters out of the products of combustion. The PTO generator will be added to the vehicle. All fire scenes at night require a lot of power to light up the inside and outside of the structure. Along with power tools that are used, the generator will service our needs for the next twenty years. We currently have a 22 year old PTO driven generator on the Rescue Truck that is used at night time fire scenes and other emergency situations. The current cascade system which is on Rescue one is over twenty years old. Some modifications were made over ten years ago to bring the system into compliance but will need to be replaced in five more years. The cascade

Justification

A risk assessment was conducted by members of this department and members of the apparatus study committee. It was discovered that the current ladder truck, purchased in 1985, is a heavy duty ladder on a single rear axle chassis. This style truck, although popular in the day, is no longer being manufactured. There are more modern aerial devices that can handle the weight of new equipment and includes several safety features which will benefit the firefighter, the general public and be part of our strategic plan for the future.

The risk assessment committee (apparatus study committee) has met several times and developed a plan to address the current level and future needs of the department. The plan includes consolidating of at least two of our apparatus in the near future. This is designed to meet the needs of a growing community, increase in run volume, with a minimal increase in manpower. This consolidation would include combining the new proposed aerial truck, with the existing heavy rescue which is currently 21 years old and showing signs of wear. The heavy rescue currently contains our cascade system (air refilling station), technical rescue equipment, extrication equipment, and is equipped with a PTO driven generator. We also we have our ice rescue equipment placed on this vehicle during the winter season. The current ladder truck is currently in service but showing major signs of wear and tear. The air system has leaks and the engine is no longer operating at its peak. The lighting systems and wiring are beginning to fail and we currently have three pages of recommended repairs and service from the previous inspection and parts are becoming non-existent. The ladder truck is maxed out on weight and compartment space is limited. There is no way to add additional equipment to consolidate. The ladder truck is no longer NFPA complaint. The ladder is 32 years old and 12 years over the NFPA recommendation for replacement. The ladder has a non-enclosed cab for the rear firefighter leaving them out in the

system brings the ability to refill air bottles on fire and hazmat scenes.

The new ladder truck will be large enough to incorporate all of our technical rescue equipment and ice rescue equipment on one vehicle. Currently we have all our tech. rescue equipment on both the rescue truck and the ladder truck requiring us to respond two vehicles to this type of call. With limited manpower and the need to respond the ambulance to the same location, we are looking to combine all our equipment onto one vehicle to allow us to operate more efficiently.

environment and not properly secured while responding to calls. This is also a reason why the truck does not meet NFPA compliancy.

ISO Public Classification program plays an important role in the underwriting process at insurance companies. Currently under the last survey the taxpayers of Fairhaven have a class 3 rating. The continued maintenance and improvements of the fire department and the water department has led to this rating. It is confirmed with ISO that the Town of Fairhaven needs a ladder truck. The current infrastructure, the number of commercial buildings and then number of buildings that are three stories or more required the Town of Fairhaven to have a aerial truck. Now ISO cannot mandate us to have an aerial device, they do state that not having an aerial device will affect the score of the Town of Fairhaven and lose the current rating. In closing, the justification for a new ladder is first and for most needed for public safety. The amount of buildings greater than two stories, and the amount of houses that are built on stilts, the fire department needs an aerial device to maintain protection of these building and allow us to operate safely on a fire ground. The current aerial device is well beyond its life span, and no longer NFPA complaint. And in order for the town to maintain its ISO Class 3 rating an aerial device will need to be maintained by the Town of Fairhaven.

Description of item to be replaced

As stated above the fire department is looking to consolidate and replace two pieces of apparatus. The first apparatus is a 1985 E-One Aerial Ladder. The ladder has been currently evaluated and will not be eligible for a trade in or a re-sale in the United States due to its non-compliance. The truck can be sent for scrap only at the current market values which will be less than \$8000,00. The second vehicle is a 1995 E-One Heavy Rescue. The rescue truck will be 22 years old and in fair condition. The truck will be available for trade or resale based on initial assessments.

Schedule for completion of project

9 months from available funding.

Estimated value of replaced item: \$8,000.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT
TRACKING SYSTEM

Priority: 4

Type: Improvement

Cost Basis: Arct/Eng

Fund: General Fund

Department: School Department

Project: Fairhaven High School
Gymnasium
Dehumidification Project

Project Category: Building

Project Type: Building Maintainance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$262,000.00	\$0.00	\$0.00	\$0.00	\$262,000.00

Funding Source	Funding Amount
General Fund	\$262,000.00
Total	\$262,000.00

Submitted by: Robert Baldwin
Title: Superintendent of Schools
Date: 11/28/2016

Description

Since the opening of the high school addition in 1999, the heat and humidity have been extreme for students and athletes in the Fairhaven High School Gymnasium. Parents and visitors have made multiple comments and complaints at graduation events in the spring and athletic events in the fall. Further, when the air handlers are working, water does enter the overworking fans and has created postponements and delays in events housed in the Fairhaven High School gymnasium. This plan was researched by Garcia, Galuska, and DeSousa Consulting Engineers Inc. in November 2016.

Justification

There are two issues that were reviewed and discussed with the facility personnel. One issue is water infiltration through the outside air intake, this allows water entry into the unit's cabinet and ultimately leaking through the ductwork joints and onto the Gym floor. The other issue is the high humidity levels within the Gym. The style and internal components associated with the existing units are the contributing factors to these issues. These existing units are not equipped with any cooling components so any type of dehumidification is impossible. Also they are not equipped with a full capacity outside air intake therefore, when the units are commanded into economizer mode which is 100% outside air the velocity through the intake hoods increase above the max standard of 650 feet per minute (FPM). This velocity is the upper threshold at which point water will begin to infiltrate openings due to the suction velocity.

Description of item to be replaced

We would recommend removing the two existing heating and ventilation units currently installed to help resolve and rectify these issues. In their place two new rooftop units of the recirculation design and capacity/capability to provide 100% outside air would be installed. The units would be equipped with an energy recovery wheel for energy savings, a supply and return fan with premium efficiency motors and variable frequency drives for soft start and balancing purposes, direct expansion cooling coil/compressors and hot gas reheat coil for dehumidification purposes, MERV 13 filters for indoor air quality control and a hot water coil for heating purposes. The units shall also be equipped with direct digital controls, including a microprocessor and associated sensors required to maintain humidity and temperature within the space. The microprocessor shall be BacNet protocol with the capability of integration to the existing building management system.

Schedule for completion of project

1 Month

management system.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 3

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Parks

Project: Replace 2000 Ford Van - Unit #13

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00

Funding Source

General Fund

Funding Amount

\$45,000.00

Total \$45,000.00

Submitted by: Kim Nogueira

Title: Head Clerk

Date: 11/18/2016

Description

Replace Truck # 13 2000 Ford, with New Utility Truck.

Justification

Truck # 13: fender panels are rotted. Engine needs to be overhauled along with the transmission.

Description of item to be replaced

2000 Ford Van - Vin#1FTNE24L7YHB23301 (Unit #13)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 2

Type: Improvement

Cost Basis: Arct/Eng

Fund: General Fund

Department: School Department

Project: Fairhaven High School
Exterior Major
Improvements

**Project
Category:** Building

Project Type: Building Maintainance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$733,000.00	\$6,591,000.00	\$0.00	\$0.00	\$7,324,000.00

Funding Source	Funding Amount
General Fund	\$733,000.00
Total	\$733,000.00

Submitted by: Robert Baldwin

Title: Superintendent of Schools

Date: 11/28/2016

Description

There are exterior conditions that need addressing at Fairhaven High School. Window restoration, masonry restoration, reconstruction of rusting of the building envelope, other identified general conditions, roof replacements including the slate and flat roofs, are the major components of this multi-year proposal.

Justification

The Fairhaven High School Envelope is now 110 years old. The life of a slate roof is approximately 100 years. There are current conditions that cause water penetration that need to be remedied. In 2011 Spencer and Vogt Group Architecture Preservation conducted a report that has been submitted in recent Capital Plans. In 2011, the total cost to the restoration of the exterior of Fairhaven High School was presented as a figure in the 7 million dollar range. Within this proposal, the summary of work conducted over the past five years totals just over 1.2 million dollars. With The October 2016 proposal submitted by Spencer and Vogt Group Architecture Preservation reflects 16 percent inflation since the original submission in 2011, the cost is still just north of 7 million dollars.

Description of item to be replaced

Included in the application is the Exterior Major Improvements - 5 year plan from Spencer and Vogt Group Architecture Preservation that was prepared in November 2016. This detailed document fully describes the scope of the project

Schedule for completion of project

Multiple Years

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 3
Type: Replacement
Cost Basis: Vendor Quote
Fund: General Fund

Department: BPW-Highway
Project: Replace 1986 Bobcat - Unit #23
Project Category: Equip (Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$35,000.00

Funding Source	Funding Amount
General Fund	\$35,000.00
Total	\$35,000.00

Submitted by: Kim Nogueira
Title: Head Clerk
Date: 11/18/2016

Description

Skid Steer Loader

Justification

Replace the 1986 Bob Cat. The Bob Cat entire hydraulic system needs to be replaced. The engine needs to be overhauled.

Description of item to be replaced

1986 Melro Bobcat - Vin#5019M27923 (Unit #23)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 4

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Parks

Project: Replace 1999 Ford Tractor - Unit # 1920

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$44,000.00	\$0.00	\$0.00	\$0.00	\$44,000.00

Funding Source	Funding Amount
General Fund	\$44,000.00
Total	\$44,000.00

Submitted by: Kim Nogueira
Title:
Date: 11/22/2016

Description

1999 Ford Tractor used to mow the grass at the parks.

Justification

Mower deck is rotted. Clutch and pressure plate needs to be replaced. Engine needs heads and a valve job.

Description of item to be replaced

1999 Ford Tractor - Vin # UP43886 - Unit #1920

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1

Type: Select One

Cost Basis: Vendor Quote

Fund: General Fund

Department: Council on Aging

Project: Replace HVAC System at Senior/Rec Center

Project Category: Building

Project Type: Building Maintenance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$179,000.00	\$0.00	\$0.00	\$0.00	\$179,000.00

Funding Source

General Fund

Funding Amount

\$179,000.00

Total \$179,000.00

Submitted by: Anne Silvia

Title: Director Fairhaven Council on Aging

Date: 01/10/2017

Description

The COA and the REC Center submit this request jointly. The COA and Rec Center share the same HVAC system which has been problematic for several years. It was installed when the building was constructed in 2000. Every HVAC company who has provided service to the system has stated that the system is not the appropriate system for the size of this building.

Justification

The repairs to the HVAC system uses approximately 90% of the COA Building Maintenance budget line and all of the Rec Centers budget line plus. In FY16 the COA spent \$3200.00 and the rec center spent \$14,000. Since the system is 16 y/o, it is difficult to get parts therefore some parts have to be fabricated or rebuilt by the servicing company which is very costly. The rec center has 5 units on the roof of the gym that constantly have moisture issues that have been attempted, without success, to be resolved.

Description of item to be replaced

Please see attachments of quotes from Garcia-Galuska-DeSousa from 12/15/2014

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



GARCIA • GALUSKA • DESOUSA

Consulting Engineers Inc.

370 Faunce Corner Road, Dartmouth, MA 02747-1271

L#46425

December 15, 2014

Town of Fairhaven
Fairhaven Recreation Department
227 Huttleston Avenue
Fairhaven, MA 02719

Attn: Warren Rensehausen, APRP, Director

Project: Recreation and Senior Center
Fairhaven, MA

Subject: Existing HVAC Systems

Dear Mr. Rensehausen,

It was a pleasure meeting both you and the Council on Aging's Executive Director, Ms. Anne Silvia on December 10, 2014 when we visited the Recreation and Senior Center to review the existing conditions of the HVAC system. We offer the following summary and recommendations for the existing HVAC systems that are installed at the Recreation and Senior Center located at 227 Huttleston Ave, Fairhaven, MA.

The Recreation and Senior Center HVAC systems were installed in 2000. The building is primarily heated, ventilated and air conditioned by a combination of packaged rooftop and grade mounted gas-fired heating and DX (direct expansion) electric cooling air conditioning units and indoor gas-fired furnaces with split system air conditioning coils that are connected to outdoor grade mounted air cooled condensing units. The units' heating and cooling function are controlled by the units' unitary controls. The units' controls are integrated into a central WattMaster Control building automation system that controls the units scheduling. The rooftop and indoor air handling units are integrated into the WattMaster system using a York CommLink II system. It is our understanding that the CommLink has had to be replaced at least three times since 2000. This control system is very basic and limited in comparison to today's commercially available building control systems. It is also our understanding that numerous repairs have had to be performed on the HVAC equipment throughout the years.

Recreation Center:

There are five (5) rooftop units located on the flat roof area above the Gym. Four of the units serve the Gym and one of the units serves the MultiPurpose/Wellness room. The rooftop units were manufactured by York (Model D7CG060N09925A). The units operate in a constant volume fashion and are controlled by space mounted thermostats. The units have a cooling capacity of five (5) tons each. The units Serial No.'s are as follows: NEKM055981, NEKM052649, NEKM052007, NEKM052651, and NEKM057125. In general the units appear to be in fair physical condition.

There are two (2) high efficiency gas fired furnaces with split system DX cooling coils that are connected to grade mounted outdoor air cooled condensing units. The furnaces were manufactured by York (Model Deluxe Diamond 95). The air cooled condensing units have a capacity of 3 tons each and operate utilizing R-22 refrigerant. One of the furnaces serves the Front Office area, and the other unit serves that Locker Room area. In general the units appear to be in fair physical condition. The outdoor condensing units do show some signs of rust and corrosion.

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Senior Center:

The majority of Dining and Meeting areas of the Senior Center are served by a grade mounted packaged air conditioning unit. The unit was manufactured by York (Model DM090N15A2AAA1A). The unit's air conditioning section has a capacity of 7.5 tons and operates utilizing R-22 refrigerant. In general the units appear to be in fair physical condition.

The Office area of the Senior Center is heated, ventilated and air conditioned by an indoor gas fired furnace with a 3 ton split system DX cooling coil that is connected to an outdoor air cooled condensing unit. Ventilation air is pre-heated via a duct mounted heat recovery ventilation unit that was manufactured by Lossnay (Model HE-4500). The unit ductwork distribution system is equipped with WattMaster Zone damper controls that have individual zone thermostats. It is our understanding that the zone damper controls do not provide ideal zone thermal comfort control, as there are often complaints of one area being too hot, while other areas may be too cold. In general the units appear to be in fair physical condition.

Recommendations:

While the units appear to be in fair physical condition, all of the equipment is 14 years old and nearing the end of its expected useful service life of 15 years. The cooling systems operate utilizing R-22 refrigerant which is currently being phased out of production. Therefore, it will be more expensive to re-charge these AC units in the future. Due to the fact that the units are nearing the end of their useful service life, it should be planned that system repairs may be required more frequently. Therefore we would recommend that a Capital replacement plan is developed and funded to replace these units in the near future. In the meantime, we would recommend that the units are preventatively maintained so that filters are changed and all moving parts (fans, dampers) are lubricated on a regular basis.

We have reviewed the Budget Estimate dated November 26, 2014 prepared by GM Refrigeration. Based upon our review of the installed equipment, we feel that the proposed cost of \$109,000 would be a fair price to replace the existing equipment and modify the Senior Center Dining Room distribution to improve the HVAC system controls for that area.

In addition to the replacement of the existing rooftop units, grade mounted AC unit and indoor split system gas furnaces and associated grade mounted condensing units, we would recommend that the existing WattMaster/ York CommLink control system is replaced with a new DDC (direct digital control) system. We would estimate that a new replacement DDC system would cost approximately \$55,000.

Additional HVAC system improvements that we would recommend include the following:

- Install an additional air handling system for the Senior Center Dining room in order to provide improved thermal comfort in this area.
- Install CO2 demand ventilation controls for the Gymnasium and Multi-purpose Recreation Center rooftop air handling units. The CO2 controls would modulate the RTU unit's outside air ventilation based upon occupancy in order to conserve energy.
- Replacement air handling equipment fans should be provided with VFD drives or ECM motors in order to vary the units airflow based upon space/zone thermostat heating and cooling requirements in order to conserve energy.
- New AC systems should be selected to operate utilizing R-410A refrigerant and should be selected with the highest energy efficiency rating (EER/SEER) available.
- A lightning protection system should be installed, or the existing system should be modified and expanded. During our site visit, we did not see evidence of lightning protection devices installed on the flat roof area.

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Consulting Engineers

Inc.

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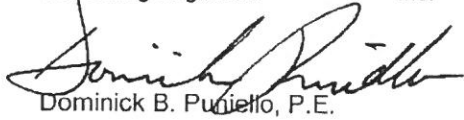
The estimated cost of these additional measures would be approximately \$15,000 (excluding lightning protection system). Therefore the total estimated cost of HVAC equipment replacement, controls system replacement and additional energy efficiency measures would be \$179,000. In order to obtain competitive pricing we would recommend that the replacement HVAC system equipment and ATC (DDC) controls system is bid to several contractors.

Very truly yours,

GARCIA • GALUSKA • DESOUSA

Consulting Engineers

Inc.



Dominick B. Puniello, P.E.

DBP:jfm



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 3

Type: Improvement

Cost Basis: Select One

Fund: Select One

Department: School Department

Project: Fairhaven Ethernet
Dedicated Internet Service
Project

**Project
Category:** Infrastructure

Project Type: Consultant/Study

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$170,000.00	\$170,000.00	\$170,000.00	\$0.00	\$510,000.00

Funding Source	Funding Amount
General Fund	\$510,000.00
Total	\$510,000.00

Submitted by: Robert Baldwin

Title: Superintendent of Schools

Date: 11/28/2016

Description

Recommended network solutions designed to provide the town with the reliable, innovative, and cost-effective communication services our departments demand.

Comcast Network Solutions
 Reliable, resilient design - High network availability, minimal latency and low packet loss
 Fully scalable solutions - Symmetrical dedicated bandwidth configurable from 10Mbps to 10Gbps
 Broad and diverse network - Your information travels across our own enhanced fiber network
 Redundant core architecture - Helps optimize the quality of our network performance
 Business Class support - 24/7/365 network monitoring and support through our Business Class Network Operations Center (BNOC)

Justification

Fairhaven School District is requesting a cost effective, scalable, and reliable Internet connection service that can deliver the unprecedented performance and reliability. Comcast proposes, specifically, to provide a managed and scalable Dedicated Internet Access solution for our requested locations. This proposal offers a flexible solution that is capable of meeting the current and future demands.

This is a proposal for state-of- the- art, efficient and affordable high bandwidth metro Ethernet fiber communications services. The solutions presented in this proposal will provide a cost effective strategy that supports business objectives and quality requirements, and will enhance our overall communication services portfolio.

Description of item to be replaced

See attachment

Schedule for completion of project

60 - 90 days

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation

This is a town proposal for a utility that is a core essential to the productivity of our collective work. The total cost could be reduced via e-rate reimburse by as much as 50% for the schools and the library. Another offset could be the Comcast account itself.

EXECUTIVE SUMMARY

With advancements in communications occurring every day, Comcast is constantly working to develop the innovative and cost effective broadband solutions businesses need to stay competitive. We can provide unparalleled capacity, speed, and leading edge solutions directly to your organization, and we have the foresight and flexibility to offer long term value to support future technology strategies. Our integrated Internet and data products are delivered over a far-reaching, powerful broadband optical network that ensures you will receive reliable, scalable service simply and conveniently. And with any business class service and support your organizations communications needs will be met quickly, efficiently and professionally.

Fairhaven School District is requesting a cost effective, scalable, and reliable internet connection service that can deliver the unprecedented performance and reliability demanded in your business.

Comcast proposes, specifically, to provide Fairhaven School District with a managed and scalable Dedicated Internet Access solution for your location. Comcast feels this proposal offers a flexible solution that is capable of meeting the current and future demands.

Other Comcast advantages include:

- **Bandwidth scalability.** A solution where network and Internet bandwidth at individual sites can expand to meet future demands.
- **Network Scalability.** Able to rapidly expand the network by adding new sites with simple interfaces.
- **State-of-the-art network management.** From our Network Operating Center (NOC) in Denver, Colorado Comcast actively manages and monitors customer connections and the underlying infrastructure 24 hours a day, 7 days a week, year round.
- **No technology learning curve.** Comcast provides and manages the network edge device, so users access the network through familiar LAN interfaces, not complicated WAN interfaces.
- **Dedicated customer support.** Comcast provides a dedicated account team and the business class service our customers expect.

Comcast is please to submit this proposal for state-of- the- art, efficient and affordable high bandwidth metro Ethernet fiber communications services. We look forward to developing a solid business relationship with Fairhaven School District and assisting your organization in addressing its communications needs. We are confident that the solutions presented in this proposal will provide a cost effective strategy that supports business objectives and quality requirements, and will enhance your overall communication services portfolio.

SOLUTION OVERVIEW

Comcast is uniquely positioned to offer long term value and support current and future technology requirements. Based on the requirements specified Comcast would specifically propose provisioning the following as a solution.

The proposed solution was designed to enable demanding IP based applications. The network easily meets the infrastructure demands of bandwidth-intensive applications and limits the need to purchase or configure additional WAN technology. This service also has very high availability so that interruptions are minimized.

You will also have a network solution that meets today's requirements and tomorrow's challenges, with the scalability to grow with your business and meet future bandwidth demands. Because of our uniquely diverse routing, common physically disparate from most other Telco provider's networks, bandwidth can be added very quickly. If, or when, you need additional network capacity, an upgrade agreement would be negotiated with Comcast and the billing terms would be specified in that agreement.

Comcast will provide dedicated access to the Internet using Comcast Ethernet Dedicated Internet Service (EDIS). EDIS is a symmetrical, dedicated internet access service provisioned over an Ethernet platform that is easy and fast to upgrade. Fairhaven School District will have the ability to scale that connection from in 10 Mbps increments up to 100 Mbps, 100 Mbps increments up to 1Gbps or, 1Gbps increments up to 10Gbps depending on configuration.

With Comcast, your organization will leverage our extensive fiber network for a reliable and scalable network and connection to the Tier 1 Internet backbone, using a simple Ethernet interface that allows for true plug and play compatibility. Additionally, with Comcast there are no local loop charges, typical with other service providers.

SUMMARY

At each of the locations specified in this response, Comcast will install network edge equipment that will facilitate the connection between your network and ours. As part of this service, Comcast will provide, monitor and maintain the edge devices, with web based monitoring and reporting tools available 24x7 upon request.

With Comcast you will receive a trusted data transport solution from the largest broadband provider, offering unparalleled flexibility in configurations and pricing. Our years of commercial experience, combined with leading edge innovative technology and service capabilities clearly differentiate us from other network service providers.



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 4

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Highway

Project: Replace 2000 Ford Dump - Unit #25

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$160,000.00	\$0.00	\$0.00	\$0.00	\$160,000.00

Funding Source	Funding Amount
General Fund	\$160,000.00
Total	\$160,000.00

Submitted by: Kim Nogueira
Title: Head Clerk
Date: 11/18/2016

Description

Six Wheel Dump Truck

Justification

2000 Ford Dump: Body is rotting, The Transmission will need to be overhauled and the engine will need a head job.

Description of item to be replaced

2000 Ford Dump - Vin#3FDXF75R3YMA04917 (Unit #25)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT TRACKING SYSTEM

Priority: 5

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Parks

Project: Replace 1999 Ford Utility Truck - Unit #11

Project Category: Equip (Rolling)

Project Type:

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00

Funding Source

General Fund

Funding Amount

\$50,000.00

Total \$50,000.00

Submitted by: Kim Nogueira

Title: Head Clerk

Date: 11/18/2016

Description

Replace the 1999 Ford Utility Truck with a new utility truck.

Justification

The Utility Body and truck bed are rotted. The Transmission need to be rebuilt or replaced.

Description of item to be replaced

1999 Ford Utility Truck - Vin#1FDWF37S5XEE15096 (Unit# 11)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 4

Type: New

Cost Basis: Vendor Quote

Fund: General Fund

Department: Police

Project: Live Scan Fingerprint Machine

Project Category: Equip (non-Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$21,000.00	\$0.00	\$0.00	\$0.00	\$21,000.00

Funding Source

General Fund

Funding Amount

\$21,000.00

Total \$21,000.00

Submitted by: Kevin Kobza

Title: Administrative Sergeant

Date: 11/30/2016

Description

Live Scan Electronic Fingerprint Machine to scan, electronically store, electronically transmit and print fingerprint cards.

Justification

Utilizing a live scan fingerprint scanner will allow us to capture, print hard copies, electronically store and electronically transmit fingerprints. This piece of equipment will be implemented to take the fingerprints of arrestees during the booking process. It will also be utilized to fingerprint gun license applicants and new hires.

As part of our user agreement with the Criminal Justice Information System (CJIS), which is a law enforcement database we use on a daily basis to query and enter information, all employees who access the database must be fingerprinted every five years. This machine will allow us to capture and store employees' fingerprints one time and submit them to the state every five years as required.

Furthermore, applicants for government employment and many industries such as banking, real estate, nursing, securities brokering, etc. require individuals to submit a set of fingerprints. This requires them to accomplish this through their local police department. Often times, individual agencies mandate fingerprints be submitted on specifically designated fingerprint cards. Rarely do they provide the card and we do not stock them. This live scan machine has included in its software package files that contain templates for a wide variety of fingerprint cards. This will enable us to fingerprint people and print the results on the appropriate fingerprint cards.

The live scan machine will offers the ability to scan and electronically store fingerprints that can be electronically transmitted to outside agencies. This is of vital importance given current geopolitical conditions and the ever present threat of terrorism. Being able to electronically transmit fingerprint files will allow us the send and receive files that can be used in investigations of local and national criminal enterprises.

Description of item to be replaced

Schedule for completion of project

Upon receipt of funding.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 2
Type: Replacement
Cost Basis: Other
Fund: General Fund

Department: Police
Project: Public Safety Complex
Project Category: Building
Project Type: Design/Construction
 (buildings, open space, athletic fields, water, sewer, drain, DWTP)

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$2,280,000.00	\$20,520,000.00	\$0.00	\$22,800,000.00

Funding Source	Funding Amount	Submitted by:
General Fund	\$22,800,000.00	Michael Myers
Total	\$22,800,000.00	Title: Chief of Police
		Date: 11/28/2016

Description

A new Public safety complex to replace the existing building. (This project is a combination of two separate articles for new buildings; Police: \$6,800,000 Fire: \$16,000,000.

Justification

As many may be aware the current building has reached its maximum life expectancy for a police department. The building is 50 years old and is outdated for the current needs of a Police Department. We currently occupy 9,200 square feet of space and it is estimated we should occupy approximately 16,000 square feet. The amount of land needed far exceeds the amount currently occupied by the current building. Preliminary assessment shows a need of 3 to 4 acres for the Police Department.

Description of item to be replaced

Existing Police building.

Schedule for completion of project

Would depend upon many factors including studies for needs and planning as well funding.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW- Administration

Project: BPW Office New Floor Tile

Project Category: Building

Project Type: Building Maintenance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Funding Source	Funding Amount
General Fund	\$50,000.00
Total	\$50,000.00

Submitted by: Kim Nogueira
Title: Head Clerk
Date: 11/18/2016

Description

Replace tile floor in the Board of Public Works Office

Justification

The floor tile is the original that was installed when the building was built in 1982. It is worn and needs replacing.

Description of item to be replaced

Remove and replace the Existing floor tile.

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 3

Department: Harbor Master/Shellfish Warden

Type: Replacement

Project: Replace Work Boat

Cost Basis: Other

Project Category: Equip (Rolling)

Fund: General Fund

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00

Funding Source	Funding Amount
General Fund	\$45,000.00
Total	\$45,000.00

Submitted by: Tim Cox
Title: Harbormaster/Shellfish Warden
Date: 11/23/2016

Description

Presently the vessel we use to do Propagation and routine maintenance work such as installation and removal of marker buoys is 10 plus years old. It has cracks in the transom areas and the hull is banged up due to rock encounters during transplant work in the coves. (We are upgrading the motor this year, 2016, with money used from grant.)

Justification

To make day to day work safer.

Description of item to be replaced

A 15+ year old boat that is worn.

Schedule for completion of project

2019

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 1
Type: Replacement
Cost Basis: Other
Fund: General Fund

Department: Tree Department
Project: Replace boom truck
Project Category: Equip (Rolling)
Project Type: Roadways/Sidewalks

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$70,000.00

Funding Source	Funding Amount	Submitted by: Anne OBrien for Brian Bowcock
General Fund	\$70,000.00	Title: Tree Warden
Total	\$70,000.00	Date: 01/19/2017

Description

The Tree Department boom truck is a 2002 diesel vehicle. The vehicle, although well-maintained, is having repair issues from the fact that longevity takes wear and tear on all vehicle parts and within the past 2 years we have spent over \$5000 each year for repair of the hydraulic systems and recently the fuel tank had to be removed because it had rusted/rotted and had to be repaired for \$650. There will come a point where an emergency occurs and the boom truck will not be available to respond to that emergency.

Justification

The Tree Department boom truck has a number of issues. Because the hydraulic system can only be worked on by certified hydraulic mechanics, the truck has had to be driven to Connecticut for repairs on numerous occasions. This necessitated a downtime of approximately 2 weeks for repair. We are in a situation where parts are rusting and rotting from continual use and exposure to the weather. The most recent repair was for a fuel tank leak. The fuel tank had rotted/rusted where it was held on by straps and this resulted in a bill of \$650 to repair and 2 weeks downtime. The power steering system has had a constant leak for years and we use 1 quart of power steering fluid per month.

Description of item to be replaced

Tree Department 2002 vehicle should be replaced with a power model with a 70 foot boom which is similar to what we presently use. A public bid process should be followed in order to replace this vehicle or a number of companies that specialize in this type of equipment could be contacted to submit bids.

Schedule for completion of project

I will continue to use the 2002 Tree department truck as long as possible, but there will come a time in the near future that the vehicle is deemed to be unusable and will have to be replaced. My desire is to replace the vehicle during the 2020 fiscal year, hoping that the present vehicle will last that long.

Estimated value of replaced item: \$70,000.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 5

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Highway

Project: Replace 1994 GMC Sierra - Unit #7

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Funding Source

General Fund

Funding Amount

\$50,000.00

Total \$50,000.00

Submitted by: Kim Nogueira

Title: Head Clerk

Date: 11/18/2016

Description

Replace 1994 GMC Sierra with Utility Truck

Justification

The 1994 will need to be replaced due to rotted body panels, and engine overhaul needs to be done. Frame is beginning to rot.

Description of item to be replaced

1994 GMC Sierra C1500 - Vin#1GTDC14Z3RZ552849 (Unit #7)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 6

Type: Improvement

Cost Basis: Vendor Quote

Fund: General Fund

Department: BPW-Parks

Project: Repairs to Undercarriage on 963 Traxcavator

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00

Funding Source

General Fund

Funding Amount

\$35,000.00

Total \$35,000.00

Submitted by: Kim Nogueira

Title: Head Clerk

Date: 11/18/2016

Description

Repairs to undercarriage on the 963 Traxcavator

Justification

The undercarriage of the 963 Traxcavator is due for the undercarriage repairs due to wear from normal use.

Description of item to be replaced

1989 Cat Track Loader 963 - Vin#21Z03103 (Unit #963)

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

<p>Priority: 6</p> <p>Type: Replacement</p> <p>Cost Basis: Previous Purchase</p> <p>Fund: General Fund</p>	<p>Department: Fire</p> <p>Project: Replace Engine 2</p> <p>Project Category: Equip (Rolling)</p> <p>Project Type: Vehicle/Equipment (including "General IT")</p>
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FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$450,000.00	\$0.00	\$0.00	\$450,000.00

Funding Source	Funding Amount	Submitted by: Todd Correia
General Fund	\$450,000.00	Title: Deputy Chief
	Total \$450,000.00	Date: 11/21/2016

Description

The Fairhaven Fire & EMS Department is requesting \$450,000.00 to replace a 33 y/o non NFPA compliant Fire Engine (Engine 2). The forecast of the engine will mirror our current engines with a 1500 gallon per minute (GPM) pump and a 750 gallon tank. The Engine will contain equipment that will exceed the minimum NFPA recommendations and be outfitted with the latest Hurst® tools and hazardous material mitigation equipment. The Engine will move to front run and we will down grade the existing 2003 E-One Engine to reserve status. Note: A fire station replacement or modification will need to be performed prior to replacing this aging piece of equipment.

Justification

The Fairhaven Fire & EMS Department will replace a very old piece of equipment that is still in reserve capacity. The Engine purchased in 1984 is a 1000 GPM pump and a 500 gallon tank. This engine was on the front line for more than 15 years when it was placed into reserve capacity in 2003. Engine 2 currently is small and does not meet the current class 1 engine requirements. The packing around the engine as well as the air system is leaking. The engine and electronics are tired and need to be upgraded or replaced. However parts for this style and age of the Engine are hard to come by.

Description of item to be replaced

The 1984 Ford Ranger Engine will be taken out of service. The Apparatus study committee will advise on their recommendation on a trade in, sale, or scrap of the Engine at funding time.

Schedule for completion of project

Estimated value of replaced item: \$0.01

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT
TRACKING SYSTEM

Priority: 7

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: Police

Project: Replacement of 2 existing HVAC control units

Project Category: Equip (non-Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00

Funding Source

General Fund

Funding Amount

\$20,000.00

Total \$20,000.00

Submitted by: Michael Myers

Title:

Date: 11/28/2016

Description

2 HVAC units.

Justification

Within the past several years we have been forced to replace two of the four units due to catastrophic malfunctions. The two remaining units have been inspected and determined to be in proper working order. However, they have been recommended to replacement within the next few years. They are currently over 20 years old and we have been advised to plan in advance the purchase of these units as opposed to waiting until they fail completely.

Description of item to be replaced

2 existing HVAC units.

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT
TRACKING SYSTEM

Priority: 5

Type: Replacement

Cost Basis: Vendor Quote

Fund: General Fund

Department: Police

Project: Replacement and repairing of personnel lockers and locker rooms

Project Category: Equip (non-Rolling)

Project Type: Building Maintainance

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00

Funding Source

General Fund

Funding Amount

\$50,000.00

Total \$50,000.00

Submitted by: Michael Myers

Title:

Date: 11/28/2016

Description

Replacement lockers and improvement of existing locker rooms.

Justification

Existing lockers are approximately 20 years old and have deteriorated through day to day use. They are utilized to store personal effects of value as well as firearms and police equipment. Furthermore, our HVAC system has malfunctioned several times throughout the years, resulting in large amounts of water flooding the locker rooms and lockers, causing rust and irreparable damage to police equipment and electronic devices. The ceiling was extensively damaged during one such flooding incident, resulting in dry wall molding and locker room contamination.

Description of item to be replaced

Personnel lockers and construction repairs of locker rooms.

Schedule for completion of project

Within months of received funding.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 4
Type: Replacement
Cost Basis: Vendor Quote
Fund: General Fund

Department: Fire
Project: Replace Car 3
Project Category: Equip (Rolling)
Project Type: Vehicle/Equipment
 (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00

Funding Source	Funding Amount
General Fund	\$45,000.00
Total	\$45,000.00

Submitted by: Todd Correia
Title: Deputy Chief
Date: 11/21/2016

Description

The Fairhaven Fire & EMS Department is requesting \$45,000 to replace a 2002 Chevy Tahoe response vehicle? The new vehicle will replace a vehicle that is 15 years old and is used by our EMS/Training Division. The vehicle will be stocked from the Chevrolet manufacture, which will be a four wheel drive model and with upgrades to include an advance tow package. In addition, the vehicle will be outfitted with the necessary emergency lights, radios, antennas and scanner to accommodate the day to day business by the operator. Some of the equipment will be transferred from the old vehicle to the new vehicle.

Justification

A risk assessment was conducted by members of this department and members of the apparatus study committee. It is felt that this vehicle is coming towards the end of its life on usability for emergency use and should be replaced in the near future. The vehicle is used by the EMS supervisor and handles all supervision of medical calls and training that is conducted on a daily basis by the Fairhaven Fire & EMS Department. Currently the vehicle is 15 years old and has a mileage of over 100,000. The unit has been in twice this year to handle electrical issues and sensor issues.

Description of item to be replaced

The vehicle to be replaced is a 2002 Chevrolet Tahoe. The apparatus study committee will continue to explore and provide recommendations on trade in, sale, transfer, or scrap of the vehicle.

Schedule for completion of project

3 Months from funding availability.

Estimated value of replaced item: \$8,000.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 4

Type: Replacement

Cost Basis: Other

Fund: General Fund

Department: Harbor Master/Shellfish Warden

Project: Replace Harbormaster/Shellfish Warden Truck

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00

Funding Source	Funding Amount
General Fund	\$45,000.00
Total	\$45,000.00

Submitted by: Tim Cox
Title: Harbormaster/Shellfish Warden
Date: 11/23/2016

Description

To replace 10 year-old truck. To keep 10 year rotation on vehicles.

Justification

To replace 10 year-old truck. To keep 10 year rotation on vehicles. To keep maintenance cost down.

Description of item to be replaced

2010 Ford F150

Schedule for completion of project

2020

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

<p>Priority: 1</p> <p>Type: Replacement</p> <p>Cost Basis: Other</p> <p>Fund: General Fund</p>	<p>Department: Emergency Management</p> <p>Project: Replace Vehicles</p> <p>Project Category: Equip (Rolling)</p> <p>Project Type: Vehicle/Equipment (including "General IT")</p>
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FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$150,000.00

Funding Source	Funding Amount	Submitted by: Anne OBrien on behalf of Marc Jodoin
General Fund	\$150,000.00	Title: Director
Total	\$150,000.00	Date: 11/29/2016

Description

We need to replace our aging trucks with, ideally in the first year of the plan, a Pick up Truck with Crew Cab and a utility body. The 1989, 1995, 1996, 1997 and 2005 vehicles are all very tired and requiring a fair amount of maintenance. Three of these vehicles have over 100,000 miles on them. I want to remind you that the town has only purchased the 1995 GMC for this department, as a brand new truck. This truck is still in use today. We are not necessarily asking for brand new replacements, but trucks less than 5 years old would be a big help.

Justification

We provide assistance to the police, fire, natural resources, tree department and the DPW. We also assist at numerous civic group events during the course of the year. We provide on scene lighting, power, communications, portable generators and water pumps for pumping out residents cellars. We can also provide some refreshments at a long term incident and close streets with our barriers and road cones.

Description of item to be replaced

1996 GMC 1 ton, 4x4 with utility body. This truck has over 120,000 miles on it. We received it from the school department and at the time the transmission was slipping. The DPW replaced it with another transmission from a truck that was being sent to auction. We have no idea how many miles are on this transmission. We had to patch the floor in the cab because exhaust fumes were getting into the cab area. We are hoping to be able to use the utility body that is on the truck on the replacement truck. It is in good shape and is newer than the truck. We are just not sure if it will fit because of the age difference.

Schedule for completion of project

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 6
Type: New
Cost Basis: Vendor Quote
Fund: General Fund

Department: Police
Project: Portable radar speed monitoring displays
Project Category: Equip (non-Rolling)
Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$27,000.00	\$0.00	\$0.00	\$27,000.00

Funding Source	Funding Amount
General Fund	\$27,000.00
Total	\$27,000.00

Submitted by: Michael Myers
Title: Chief of Police
Date: 11/28/2016

Description

8 - Telephone pole mounted portable radar monitoring speed displays.

Justification

To address concerns voiced by the public on both an individual basis and at community meetings and public forums pertaining to excessive speeding and aggressive driving of the motoring public. We have heard concerns from all areas of town and having the advantage of utilizing mobile devices that can be easily transferred from utility pole to utility pole with very beneficial.

Description of item to be replaced

Schedule for completion of project

Immediately upon being funded.

Estimated value of replaced item: \$0.00

NET Estimated Annual Impact: \$0.00

Explanation



CAPITAL COMMITMENT

TRACKING SYSTEM

Priority: 7

Type: Replacement

Cost Basis: Other

Fund: General Fund

Department: Fire

Project: Replace Brush Truck

Project Category: Equip (Rolling)

Project Type: Vehicle/Equipment (including "General IT")

FY2018	FY2019	FY2020	FY2021	FY2022	Total
\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	\$200,000.00

Funding Source

General Fund

Funding Amount

\$200,000.00

Total \$200,000.00

Submitted by: Todd Correia

Title: Deputy Chief

Date: 11/23/2016

Description

A new brush truck that will hold quick attack brush fire equipment, including a minimum of 300 gallons of water, hose reels, hose, and a fire pump. The unit will be four wheel drive and a crew cab for the front.

Justification

The current brush truck is a Ford F350 and was purchased in 1995. The unit is approaching 30 years old at time of request. The brush unit is the first attack vehicle for all brush and wildland fires. Its compact design is needed to navigate through tight areas, the state reservation, bike paths, and wooded areas.

Description of item to be replaced

A 1995 Ford F350 purchased in 1995 with a skid unit in the rear bed.

Schedule for completion of project

Estimated value of replaced item: \$8,000.00

NET Estimated Annual Impact: \$0.00

Explanation

TO: The Fairhaven Board of Selectmen

FROM: Mark H. Rees, Town Administrator

DATE: February 27, 2017

RE: Recommended FY18 General Fund Operating Budget

On October 26, 2016, the Board of Selectmen adopted the FY17-18 Budget Policy Statement (Page X) to guide the Town Administrator in the development of his recommended FY18 General Fund Operating Budget. In conjunction with my previously released FY18-22 Capital Improvement Plan (CIP), I am pleased to provide you with a recommended budget that substantially complies with the Board's policy statement.

The first component of the Budget Policy Statement was "Adherence to the Financial Policies and Guidelines adopted by the Board of Selectmen on September 19, 2016" which includes the following:

Maintain a Surplus Revenue (Free Cash) balance of at least 3-5% of the General Fund Operating Budget.

Free Cash as of July 1, 2016, was certified at \$5,068,586. In the CIP, \$2,718,737 of that free cash was allocated for capital purchases and \$587,753 in Free Cash is recommended in this budget for various reserves and one time expenditures, leaving a balance of \$1,762,096 or 3.8% of the FY18 recommended operating budget.

Maintain a General Fund Stabilization Fund at minimum of 5% of the General Fund Operating Budget.

The Stabilization Fund balance is \$2,901,123 or 6.3% of the FY18 recommended operating budget.

Should the Capital Stabilization Fund be used to fund capital projects, ensure that financial plans are in place to replenish the fund within 3 years to equal 2-3% of the General Fund Operating Budget.

The CIP does not use money from the Capital Stabilization fund in FY18 and proposes transferring \$1,764,737 in Free Cash into the Capital Stabilization Fund for a balance of \$2,612,376 or 5.7% of General Fund Operating Budget.

Maintain a balance in the Health Insurance Trust Fund equal to three months of average costs of Health and Dental Assessments including administrative fees, or \$1.6 million, whichever is greater.

The recommended FY18 General Fund budget does not include the use of the balance in the Health Trust Fund which was \$2,218,339.50, as of December 31, 2016.

With input from the Board of Assessors, fund the Overlay Reserve for Tax Abatements and exemptions based on an analysis of historical data and specific circumstances such as a property revaluation project.

The recommended FY18 General Fund budget funds the Overlay Reserve account at \$250,000, the amount requested by the Board of Assessors. This is a decrease of \$162,450 from the amount included in the FY17 budget of \$412,450.

Continuing the on-going effort of addressing the Other Post-Employment Benefits (OPEB) unfunded liability by increasing the appropriation from the current \$100,000 to a minimum of \$150,000,

The recommended FY18 General Fund budget includes an appropriation \$156,980 to the OPEB Liability fund.

The General Fund Operating Budget shall be “structurally balanced” defined as prudent and reasonable revenue projections should equal or be greater than the operating budget appropriations.

Overall Operating Revenues are projected to decline 0.1% from FY17 to FY18 while Operating Expenses are anticipated to increase 0.2%. However, due to a reduction in Proposition 2 ½ excluded debt service and a corresponding reduction in property tax revenue, as well as, the ending of School Building Authority Payments starting in FY18, the percentages are somewhat distorted. When one factors out those adjustments, operating revenues are increasing by \$1,498,955 to \$46,170,594 or 3.4 %, while operating expenditures are increasing by \$1,624,183 to \$45,019,025 or 3.7%. Operating Revenues are in excess of operating expenditures by \$1,151,569, although if payment for electricity associated with the wind turbines were included in the definition of operating expenditures the difference would be \$501,569.

The use of one time revenues and other financing sources including Surplus Revenue (Free Cash) should be limited to one-time, non-recurring expenses such as capital improvements, property acquisitions and contributions to various reserves and/or single year appropriations.

The Recommended CIP and Operating Budget adheres to this policy guideline with no Free Cash being recommended for operating purposes but instead recommends its use for capital projects, to fund reserves or for one time expenditures such as studies.

The Budget Policy Statement goes on to say “after demonstrating compliance with the Financial Management Policies and Guidelines and to the extent resources are available, the Town Administrator is referred the Selectmen’s policy goals (pages 7-8) with direction to fund those programs, projects and initiatives that will advance achievement of those goals. In presenting his budget, the Town Administrator shall specifically identify those recommended expenditures that are intended to promote the achievement of the Board of Selectmen Policy Goals”

In fulfillment of this requirement, what follows is a summary of major initiatives and changes that is proposed in the recommended FY18 General Fund Operating Budget and where appropriate linking them with a Board of Selectmen Policy Goal.

- In combination with salary adjustments recommended in the FY17 budget, the FY18 budget fully funds tentative collective bargaining agreements that have been reached with the Police, Fire, Dispatchers and Clerical Unions. These contracts have been negotiated with an underlying strategy of reducing turn over costs by paying wages that are comparable to other similar towns. (Selectmen Goal: Human Resources Improvements)
- The municipal government is lacking in a centralized personnel function resulting in inconsistent application of policies and procedures, significant exposure to legal issues from failure to adhere to federal and state personnel laws and lack of productivity as department directors have to take time from their core missions to address personnel matters. For these reasons, plus a need to create an environment where employees are valued, yet held accountable, this budget recommends the hiring of a Human Resources Director. (Selectmen Goal: Human Resources Improvements)

- It is proposed that the Animal Control Department be merged with the Police Department to provide more administrative and supervisory support for the Animal Control operations. In addition, the Police Department includes full year funding for a captain and two lieutenants positions that were funded for one half year in FY17. (Selectmen Goal: Inter and Intra Governmental Cooperation).
- To address ever increasing demands on the Emergency Medical Services component of the Fire Department, the budget recommends the hiring of an additional Firefighter/EMT to work during the day shift when the use of the ambulance is at its highest. The cost of the new position is offset by higher revenue from the ambulance as calls for service continue to increase. (Selectmen Goal: Health and Welfare of Town Residents)
- The Fairhaven Public Schools requested a 3.5% increase in their budget. It is recommended that the increase be limited to 3.25% increase or \$630,038 for a total FY18 allocation of \$20,015,826. Although not yet reflected in the budget presentation, the School Superintendent and I are recommending a consolidation of our respective information technology operations into one department. A revised budget for the consolidated information technology department will be presented prior to town meeting. Also, recommended under a separate financial town meeting article will be the establishment of reserve fund for special education costs to moderate unexpected expenses in this area. (Selectmen Goals: Inter and Intra Government Cooperation and Financial Sustainability)
- In the Board of Public Works Highway Budget, funding is recommended to provide snow and ice removal from the Bike Path and from sidewalks around the Oxford and Rogers School. Also proposed is an allocation to restore leaf collection services. (Selectmen Goal: Health and Welfare of Town Residents)
- In an effort to simplify the town budget and accounting it is recommended that the Recreation Department be brought into the General Fund and no longer operate as an enterprise fund.
- As mentioned previously a separate financial town meeting article is recommended to establish a special education reserve fund. Other financial town meeting articles that are proposed include supplemental appropriation to fully fund the Public Facilities Improvement Study, grant matching funds for an update to the Harbor Master Plan, seed money for a revolving account to address abandoned structures, and funding for a regionalization options study with the Fairhaven and Acushnet School Systems. A complete list of the proposed financial articles can be found on page 132.

The development of this recommended budget would not have been possible without the cooperation and assistance of the Town's Department Directors and their support staff. As was the case last year, the budget team of Finance Director Wendy Graves, Town Accountant Anne Carreiro and Administrative Assistant Anne O'Brien played an essential role in the preparation of this budget not only in compiling the many components that make up this document, but also providing sound advice. I would like to

express my sincere gratitude to all who assisted in this year's FY18 Recommended General Fund Budget. I look forward to working with the Board of Selectmen as you review the proposed budget and vote on the budget to be presented at the Annual Town Meeting on May 6, 2017.

Memorandum of Understanding
Town of Fairhaven

This Memorandum of Understanding is entered into between the Town of Fairhaven, acting by its Board of Selectmen and Town Administrator and the Town of Fairhaven School Department, acting by its School Committee and School Superintendent, for the purpose of consolidating the information Technology function of the municipal departments and School Department.

This Memorandum shall be effective as of the date of execution by all parties, providing that the budget provisions shall be effective July 1, 2018, and shall remain effective until terminated under the provisions of Section III of this Memorandum.

In order to carry out the purpose of consolidating the information Technology (IT) function of the Fairhaven municipal departments and the School Department, the parties hereto agree as follows:

I. Administration

1. The IT functions of the Town of Fairhaven shall be carried out by a consolidated IT Department.
2. The consolidated IT Department shall be under the management and supervision of the IT Director.
3. The job description, pay classification and benefits of the IT Director and IT staff shall be approved by the Board of Selectmen and the School Committee.
4. The School Superintendent and the Town Administrator, with the approval of the Board of Selectmen, shall jointly appoint the IT Director. The IT Director shall appoint IT Department staff subject to approval by the Town Administrator and the School Superintendent.
5. The IT Director shall report equally to the Town Administrator and the School Superintendent.
6. The IT Director shall be evaluated not less than annually by the Town Administrator and School Superintendent based on overall job performance and accomplishment of pre-determined objectives.
7. The IT Director shall manage, supervise and evaluate all IT staff.
8. The IT Director shall be responsible for the operation of the consolidated IT Department, including capacity and project planning, developing and maintaining operating procedures, staff assignment and policy development.
9. For the purpose of administering the personnel functions of the consolidated IT Department, the Fairhaven Public Schools Pay and Classification System, Performance Evaluation System and Personnel Policies shall be utilized.

II. Budget

1. The IT Director shall prepare a proposed annual operating and five year capital budget to be submitted to the Town Administrator and School Superintendent which shall accurately and fully include the enterprise cost of the consolidated IT Function. The operating and capital budgets shall also include an allocation plan identifying expenses related to school operations and municipal operations for the purpose of complying with Federal, State and Local reporting requirements.
2. The proposed budgets shall be reviewed and approved by the Town Administrator and the School Superintendent.
3. The final budget proposal shall be reviewed and approved by the Board of Selectmen and School Committee prior to submission to the Town Meeting for approval.
4. The IT Director shall manage the final, approved budget, under the supervision of the Town Administrator and Superintendent of Schools.
5. Nothing in this section shall be constructed to limit or supersede the overall budget responsibilities of the parties as provided for in state law, the Town Charter or Town Bylaws.

III Amendment/Revocation

This Memorandum of Understanding may be amended from time to time by Agreement of the parties.

This Memorandum of Understanding may be revoked by a majority vote of the School Committee or the Board of Selectmen

Approved by:

Superintendent of Schools

As authorized by the School Committee

Town Administrator

As authorized by the Board of Selectmen