



Fairhaven Capital Planning Committee

November 12, 2015 Meeting Minutes

Town Hall East Room – 10:00 a.m.

Present: Andrew Tillett, Cathy Melanson, William Roth, Vinnie Furtado, Robert Baldwin, Jeff Osuch, Wendy Graves

Meeting was called to order at 10:10 a.m.

MINUTES

Ms. Melanson motioned to accept the minutes of the October 27, 2015 meeting. Ms. Graves seconded. Vote was unanimous. (7-0).

CAPITAL PLAN

The Committee members discussed the Capital Plan General Fund requests from each department for FY17 to FY21.

Mr. Osuch read an email from the COA/Recreation departments withdrawing their request for \$23,995 (FY17).

Committee member listed the equipment and project to be recommended for FY17 to FY21 General Fund only. (See attached spreadsheets). Members also recommended amounts of Capital Stabilization for FY17 to FY21 (see attached spreadsheets).

Ambulance appropriation to purchase a new ambulance from the Ambulance Fund was recommended for FY17 to FY21 (see attached spreadsheet). Water and Sewer Capital equipment and projects will be discussed at the next meeting.

The next meeting of the Capital Planning Committee will be on Wednesday, December 2, 2015 at 2:00 p.m. in the East Room at Town Hall.

Mr. Furtado motioned to adjourn at 12:15 p.m. Mr. Roth seconded. Vote was unanimous. (7-0).

Respectfully,

Jeffrey W. Osuch

Secretary

(Minutes approved 12/02/2015)

Capital 5 Year Plan
General Fund

	FY17	FY18	FY19	FY20	FY21
2 Police Cars	78,345.00	80,000.00 ±	80,000.00 ±	85,000.00 ±	85,000.00 ±
Highway Equipment	150,000.00	165,000.00 ±	120,000.00 ±	160,000.00 ±	160,000.00 ±
Roadwork	300,000.00	300,000.00 ±	300,000.00 ±	320,000.00 ±	320,000.00 ±
S/T	528,345.00	545,000.00 ±	500,000.00 ±	565,000.00 ±	565,000.00 ±
Harbormaster truck	40,000.00				
Police/Fire Feasibility	30,000.00				
Hastings Floors	153,408.00				
Police Safe Boat	30,000.00				
TOTAL (1)	781,753.00				
Police Radio System		100,000.00 ±			
Bike Path		150,000.00 ±			
Fire Dept - Tahoe		42,000.00 ±			
TOTAL (1)		837,000.00 ±			
Borrow Principal/Interest		Police Communication	150,000.00 ±		
		COA/Rec HVAC	179,000.00 ±		
		TOTAL (1)	829,000.00 ±		
		Harbormaster boat	45,000.00 ±		
		Fire Dept air paks	25,000.00 ±		
		BPW Floors	42,000.00 ±		
		TOTAL (1)	677,000.00 ±		
		Harbormaster truck		45,000.00	
TOTALS (1)	FY17	FY18	FY19	FY20	FY21
	781,753.00	837,000.00	829,000.00	677,000.00	610,000.00
Capital Stabilization	500,000.00	565,000.00	700,000.00	800,000.00	900,000.00
Sale of Property	277,433.00				
TOTAL (2)	777,433.00	565,000.00 ±	700,000.00	800,000.00	900,000.00
TOTALS (1) and (2)	1,559,186.00	1,402,000.00 ±	1,529,000.00 ±	1,477,000.00 ±	1,510,000.00 ±
Ambulance Fund	100,000.00	100,000.00	55,000.00	55,000.00	55,000.00

Policy for borrowing: only for Capital equipment/projects in excess of \$1 million (ex. High School exterior repairs, Police/Fire Station renovation)				
Create Saving Accountants for Specific Equipment/Projects				
Ladder Truck	FY16	300,000.00		
	FY17	300,000.00		
	FY18	300,000.00		
		900,000.00	Purchase in FY18	
Fire Engine	FY19	300,000.00		
	FY20	300,000.00		
		600,000.00		
<i>Committee still has flexibility to make adjustments if grants are received. Example: Hastings Roofs MSBA Fund FY17</i>				
Match - either move fire truck/use borrow amount				
<u>Borrowing:</u>	Project must be \$1 million or more			
	Ex: High School exterior repairs - estimated at \$6 million± (if no grants)			
	Borrow for 10 years - Principal payment \$400,000 plus interest at 3% = \$120,000			
	\$520,000 principal and interest payment in year 1.			
	FY16	100,000.00		
	FY17	200,000.00		
	FY18	300,000.00		
	FY19	400,000.00	Borrow \$4 million	
	FY20	500,000.00		
	FY21	600,000.00		
		(continue increase \$100,000/year)		
	Set priority listing - for repairs, borrow \$3 to 4 million for Phase 1 repairs			
	Borrow for next project (Ex. Fire/Police Station) - when Town is appropriating enough money to cover principal and interest for two borrowings			
	Continue increasing appropriation for Capital Plan until amount raised each year equals 4 to 5% of the total Town budget - Example: \$50 million general fund budget. Capital Plan should raise \$2-2.5			

CAPITAL NEEDS - 5 YEAR PROJECTION

updated 10/28/2015

DEPT	DETAIL 1	DETAIL 2	TOTAL
HIGHWAY			
FY17	New office floor tile		
	Vehicle #26 - replace 1998 Ford 6 dump truck	42,000.00	FY17 TOTAL
	Roadwork	150,000.00	542,000.00
	Bike Path Overlay - Main to Sconticut	300,000.00	
FY18	Vehicle #19 - clamshell with Vactor truck	50,000.00	
	Roadwork	165,000.00	FY18 TOTAL
	Bike Path Overlay - Sconticut to Weeden	300,000.00	505,000.00
	Vehicle #23 - Skid steer loader	40,000.00	
FY19	Vehicle #16 - Replace 2000 Ford Van	30,000.00	FY19 TOTAL
	Traxcavator undercarriage repairs	45,000.00	460,000.00
	Roadwork	35,000.00	
	Bike Path Overlay - Weeden Rd to Matt.	300,000.00	
	Vehicle #25 - replace 2000 Ford dump truck	50,000.00	
FY20	Park Dept Tractor - Replace 4000D	160,000.00	FY20 TOTAL
	Roadwork	65,000.00	525,000.00
	25 Ton Dynaweld Trailer	300,000.00	
	Roadwork	70,000.00	FY21 TOTAL
		300,000.00	370,000.00
		HIGHWAY TOTAL	2,402,000.00
WATER			
<i>(enterprise)</i>			
FY17	NO PROJECTS		
FY18	Water Main Replace. - Akin		
	Truck	120,000.00	
	Tinkham Lane Roof	50,000.00	
FY19	Water Main Replace. - Day		
	Borrow \$2mil 2% for 20 years	60,000.00	
	Tinkham Lane Well	120,000.00	
FY20	Water Main Replace. - Swift	121,416.00	
	Water Main Replace. - Tripp	500,000.00	
	Loan Payment	55,000.00	
FY21	Change Meters to Auto	45,000.00	
	Loan Payment	121,416.00	
		1,200,000.00	
		121,416.00	
		WATER TOTAL	2,514,248.00

DRAFT

DRAFT

DRAFT

CAPITAL NEEDS - 5 YEAR PROJECTION

updated 10/28/2015

DEPT	DETAIL 1	DETAIL 2	TOTAL
SCHOOLS	HASTINGS		
	Hastings Floors - 6th and 7th grade wing	153,408.00	TOWN FUNDS
	Hastings Roof - 1980 section over auditorium	9500 sq. ft.	50% +/- MSBA Feb. 2016
	Hastings Roof - 1999 library section	13200 sq. ft.	50% +/- MSBA Feb. 2016
	(Architect fees are not included in estimated roof costs)	HASTINGS TOTAL	
		723,408.00	
	HIGH SCHOOL		
	Window repair and painting	approp. 50,000.00	CPC Funds
		request 70,000.00	CPC Funds
	<i>Critical</i>	<i>Deteriorated</i>	<i>Weathered</i>
	South Elevation	176,069.28	613,417.73
	Roof	41,533.49	198,316.58
	North Elevation	179,666.25	104,729.80
	Library Elevation	128,314.33	43,403.67
	West Elevation	70,862.53	103,325.00
	East Elevation	16,434.17	59,725.00
		612,880.05	1,122,917.78
			SCHOOLS TOTAL
FIRE DEPARTMENT	Public Safety Building Feasibility Study		FY17
	Ladder Truck		FY17 or FY18
	New Public Safety Building *OR*	16,000,000.00	FY18 or FY19
	Update existing bldg (if no new)	5,000,000.00	FY18 or FY19
	2005 Chevy Tahoe	42,000.00	FY 17 or FY18
	Ambulance	250,000.00	FY18
	Replace Engine 2	500,000.00	FY20 or FY21
	Replace air paks	25,000.00	FY20 or FY21
			TOTAL with new building
			17,222,000.00
			TOTAL without new building
			6,222,000.00

DRAFT

DRAFT

DRAFT

CAPITAL NEEDS - 5 YEAR PROJECTION

updated 10/28/2015

DEPT	DETAIL 1	DETAIL 2	TOTAL
HARBORMASTER	Shellfish/Harbormaster truck	FY17	40,000.00
	20-22' work boat	FY18	45,000.00
	Aluminum Barge	FY19	50,000.00
	Truck - F150	FY20	40,000.00
	Union Wharf Phase 2 and 3	FY??	3,700,000.00
COA/RECREATION	HARBORMASTER TOTAL		3,875,000.00
	Enclose controllers	FY17 - OFF	23,995.00
	HVAC System	FY18	179,000.00
	Addition to Building	FY20-FY21	-
POLICE DEPARTMENT	TOTAL		202,995.00
	Two new patrol vehicles each year	FY17	78,345.00
	2004 SafeBoat	FY17	30,000.00
	Replacement of Police Station (see fire dept)	FY18-FY19	5,120,000.00
	Improve/replace radio system	FY18	100,000.00
	Police communication equipment	FY18-FY19	150,000.00
TOWN HALL	TOTAL		358,345.00
	FY17 TA vehicle, sidewalks		30,000.00
	Library sidewalks - Walnut and William		175,000.00
	FY18 Replace/repoint brick at Town Hall	CPC Funds?	80,000.00
	FY19 Repaint window frames at Town Hall	CPC Funds?	20,000.00
	FY20 Replace copper gutters and refinish floors	CPC Funds?	
FY21			
SEWER DEPT <i>(enterprise)</i>	TOTAL		305,000.00
	Rehab Clarifiers(eng and cons) - borrow	Engineering	
	Rehab PT bldg - borrow	Equipment	
	Rehab 6 pump stations - borrow	Construction	1,360,000.00
	I/I		
	Borrow Payment		800,000.00
	WPCF Nitrogen Red/Upgrade		483,907.00
	Misc. equipment - Replace #45		660,000.00
	Borrow Payment		45,000.00
			483,907.00
FY17	Engineering	Construction	TOTAL
			2,250,000.00
			1,360,000.00
			4,000,000.00
FY18			800,000.00
			483,907.00
			660,000.00
			45,000.00
			483,907.00

DRAFT

DRAFT

DRAFT

CAPITAL NEEDS - 5 YEAR PROJECTION

updated 10/28/2015

FY19	WPCF Improvements		530,000.00	5,300,000.00	5,830,000.00
	Replace #47 with backhoe	200,000.00			200,000.00
	Borrow Payment 1				483,907.00
	Borrow Payment 2				382,000.00
FY20	West Island WPCF		70,000.00		70,000.00
	Borrow Payment 1				483,907.00
	Borrow Payment 2				382,000.00
FY21	West Island Design Plans		140,000.00		140,000.00
	Borrow Payment 1				483,907.00
	Borrow Payment 2				382,000.00
				SEWER TOTAL	18,920,535.00