



# **2021 Annual Town Meeting**

**Overview of Capital Improvement Program  
and Related Warrant Articles  
(Articles 4, 5, 6, 9, 10, 11, 13)**



# CIP Overview

- **Initiated in 2012 – now in year 10**
- **Develop and maintain a strategic 6-year rolling Capital Improvement Plan**
- **Develop an affordable funding strategy to cover our short-term and long-term capital needs**
- **To smooth out the tax impact through timing purchases and methods of financing**
- **Identify funding sources:** Capital Reserves (CIP, Water, Sewer, etc.), Trust Funds (Huse Park, Mascoma Lakeside Park, Employee & Retiree Benefits, Fuel Assistance, etc.), Tax Increment Finance (TIF) District Fund, Municipal Taxes and User Fees, Undesignated Fund Balance, Grants (often requires some % of municipal match), Donations (tax deductible)
- **Recommend purchasing methods:** Cash Purchase (Lump Sum, Interest Free) or Borrowing (Principal & Interest) through Bank/Government Loans, Bonds or Commercial Leases



# Operating Procedures

- The CIP Committee is striving to grow the value of the reserves over the long-run to increase the amount of projects, vehicles and equipment that are purchased with cash (as opposed to being financed)
- Consideration is given to an item's gross cost as well as interest expenses and indirect costs that will be accrued to provide true out of pocket costs (full cost accounting)
- The Town Manager requires departments to obtain competitive pricing information for items before requests are advanced to the CIP Committee for inclusion in the CIP Plan and presented to Town Meeting voters for funding approval (in the case of items being financed)
- The Town Manager and CIP Committee actively search for the most cost-effective options for items being financed (i.e., multi-year vehicle leases, bank loans, etc)



# 2020 Capital Projects, Vehicles & Equipment Upgrades Completed

● Oak Hill Road Bridge (in progress)	\$150,000
● Enfield Village Sidewalks (in progress)	40,000
● IT Infrastructure Upgrades (Reimbursed by grant funds – to be redeposited, if approved – see 2021 Town Meeting Article 13)	45,000
● Fire Department Portable Radios	56,984
● Police Cruiser	48,363
● Community Building Keyless Entry	2,892
● Town Hall Security / Access / Improvements	3,144
● Police Dept. Security Improvements	5,459
● Municipal Facilities Planning Project	25,303
● Zero Turn Mower	8,500
● Loader Overhaul	18,000
	<b>\$403,645</b>



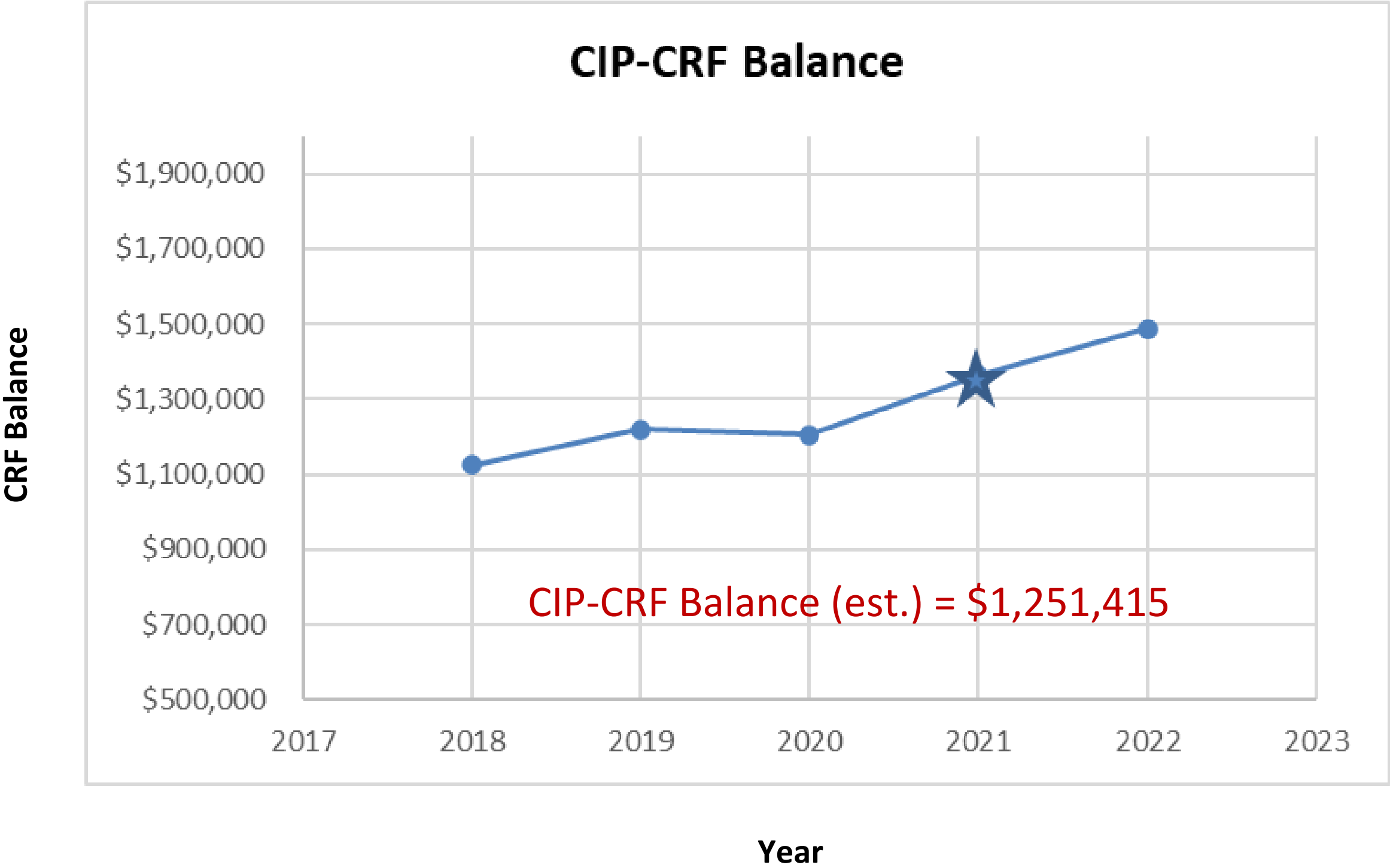
# Current Capital Reserve Balances (as of December 31, 2020)

CAPITAL RESERVE FUNDS	
CRF-Town Municipal Facilities & Equip	\$14,243.87
CRF-Reappraisal	2,223.78
CRF-Ambulance	3,081.94
CRF-Municipal Water System	204,501.64
CRF-Fire Vehicles & Equipment	49,088.22
CRF-Cemetery	49,088.22
CRF-Water Meter/Back Flow Preventer	13,969.21
CRF-Municipal Sewer System	81,048.70
CRF-Land Acquisition	127,898.58
CRF-Library Technology	2,203.38
CRF-Sidewalk Construction	16,700.73
CRF-Bridge Construction	2,109.75
CRF-Salt/Sand Facility	154.32
CRF-Library Building	298,160.74
CRF-Capital Improvement Program (CIP)	1,213,247.11
<b>TOTAL CAPITAL RESERVE FUNDS</b>	<b>\$2,032,524.86</b>



# 2021 CIP-CRF - Balance

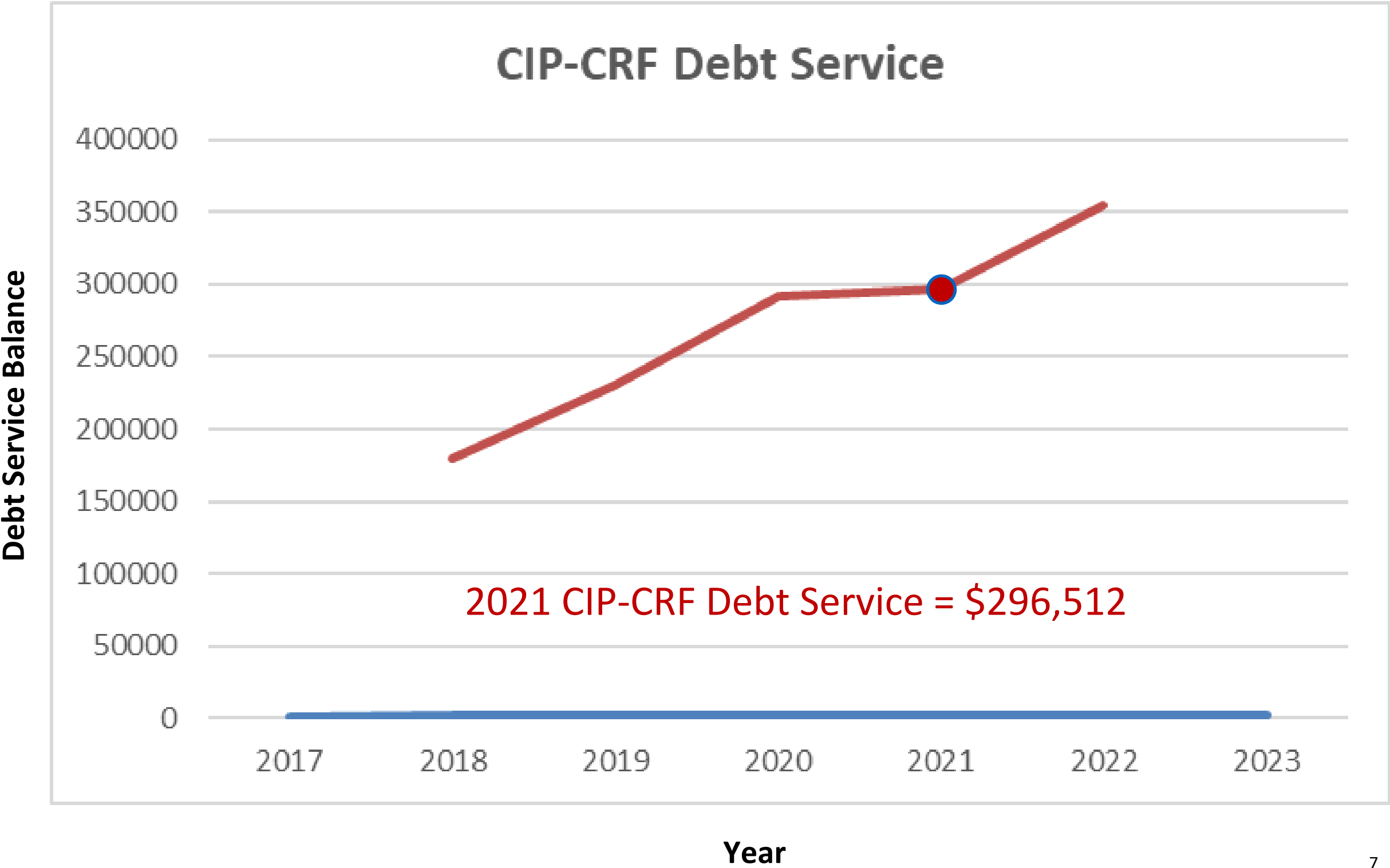
(Reflects Year End Balance)





# 2021 CIP-CRF – Debt Service

(Reflects Year End Balance)





# CIP Committee

## Approved Projects & Equipment 2021

	Cash	Financed	Est. Finance Cost w/Interest
Fire Dept. Engine 4 Replacement (Art #4)		570,000	755,672
DPW Ten Wheel Dump Truck, Plow Package (Art #5)		195,000	217,854
DPW Building Improvements (Art #6) *		133,793	150,751
Police Cruiser Replacement (Art #9)		47,000	49,704
Fire Dept. Car 1 Replacement (Art #10)		50,000	53,613
DPW F-350 (Art #11)		50,000	53,613
Community Building & Pavilion Roof Replacement	42,000.00		
FD SCBA Replacement (Air Packs)	40,000.00		
Fire Dept. Union Street Furnace Replacement	15,000.00		
DPW Steamer (Trailer Mounted)	13,500.00		
Transfer Station Zero-Sort Compactor Replacement	30,000.00		
<b>CIP SUBTOTAL - NEW</b>	<b>140,500</b>	<b>1,045,793</b>	<b>1,281,207</b>

\* \$4,209.24 plus accumulated interest to come from Municipal Facilities, Maintenance & Equipment CRF





# 2021 Town Meeting

## CIP-Related Projects & Purchases

Article 4	Fire Dept. Engine 4 Replacement
Article 5	Public Works 10-Wheel Dump w/Plow Package
Article 6	DPW Facility Improvements: Roof Extension, Wall Repairs, Exhaust Extraction, Insulation
Article 9	Police Dept. Cruiser Replacement
Article 10	Fire Dept. 'Car 1' Replacement
Article 11	DPW F-350



## Article 13 (Appropriation to CIP) – Part 1 of 3

*To see if the Town will vote to raise and appropriate the sum of **\$519,568** to be placed in the Capital Improvement Program Capital Reserve Fund; \$474,568 to come from general taxation and \$45,000 to come from the unassigned general fund balance.*

The proposed 2021 appropriation represents a **\$71,000 increase** over 2020 appropriation (\$448,368); a \$26,200 in accordance with the CIP Plan, plus an additional \$45,000 from the unassigned general fund balance.

In 2020 \$45,000 was expended from the CIP-CRF for IT Infrastructure. Subsequently \$45,000 in COVID relief grant funding was received and deposited into the general fund. The appropriation of \$45,000 from the general fund will return this amount to the CIP-CRF.



## Article 13 (Appropriation to CIP) – Part 3 of 3

### Estimated Impact on 2021 Tax Payments

Estimated Impact on Municipal Tax Rate =  
**\$0.81** per \$1,000 in assessed value  
(2020 estimated tax impact = \$0.77)

Home/Property  
Assessed Value

\$200,000

Tax Impact

\$162



# Thanks to the members of the Capital Improvement Program Committee for their hard work

Dan Kiley  
Eric Crate  
Keith Thomas  
Holly Plumley West  
Sam Eaton  
Ed McLaughlin

THANK YOU (the residents) for your ongoing support of the CIP. This process is critical in maintaining a sound fiscal program.