

APPENDIX 6

4.6 Municipal Projects

INTRODUCTION
1

EVALUATION OF EXISTING
CONDITIONS
2

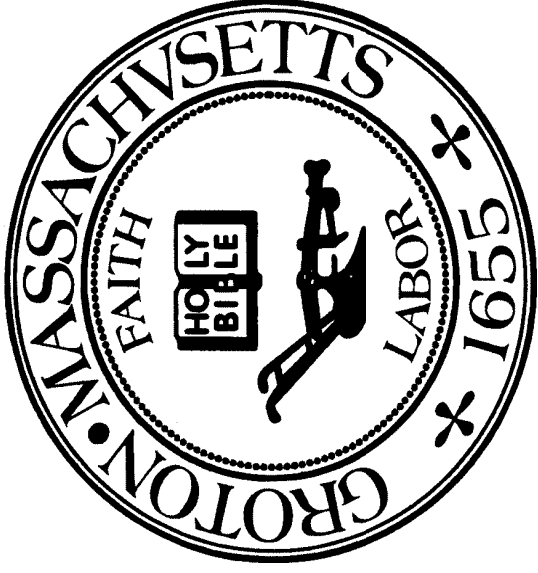
FINAL EVALUATION
OF ALTERNATIVES
3

PREFERRED SOLUTION
4

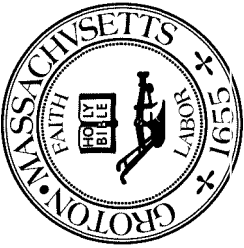
LOCAL ACTIONS
& APPROVALS
5

APPENDIX
6

Town of Groton, Massachusetts



Proposed Capital Plan FY 2021 - 2025



TOWN OF GROTON

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Select Board

Alison S. Manugian, Chair
Joshua A. Degen, Vice Chair
John F. Reilly, Clerk
John R. Giger, Member
Rebecca H. Pine, Member

Town Manager
Mark W. Haddad

December 31, 2019

Honorable Select Board **Honorable Finance Committee**

Pursuant to Section 6-6 of the Town of Groton Charter, I am pleased to present the proposed Five-Year Capital Plan for Fiscal Years 2021 through 2025 for the Town of Groton, Massachusetts. Specifically, the Charter states that the Town Manager shall annually submit a Capital Improvement Plan to the Select Board and Finance Committee not later than December 31st. This Plan is being submitted in compliance with the Charter.

As you know, this Plan allows for careful, critical review of major expenditures, while also giving us the ability to move up or delay expenditures should an imminent need arise. By scheduling expenditures, it allows for a more even distribution of costs, thereby providing greater budget stability. As stated in last year's Capital Plan, S&P Global Direct has reviewed our finances and budgeting and maintained our Bond Rating at AAA with a Stable Outlook. Part of their review focused on our Capital Planning. In their Rating Document, they stated that "Groton also maintains a strong focus on long-term capital planning, evidenced by a five-year capital improvement plan (CIP) that identifies projects and costs across all departments. The Town updates its CIP annually and details pay-as-you-go funding and bond financing of all capital projects." The Finance Team and I are very proud of this recognition as they understood how seriously we take our Capital Planning.

The Select Board has developed and approved a definition of what constitutes a Capital Budget Item. We are including this language in our proposed Plan this year. Specifically, the definition is as follows:

Capital Budget Items, both tangible and intangible, are defined as future projects, programs, improvements and acquisitions having an estimated useful life of at least three (3) years and an initial cost of at least twenty-five thousand dollars (\$25,000). Examples of Capital Items include but are not limited to land (e.g., open space, parks, athletic fields, cemeteries, etc.); municipal buildings and building improvements (all types); vehicles (all kinds); machinery (all types); equipment (all types, including office); computer hardware and software (all types); communication systems (e.g., two-way radios and systems, digital communications networks, antennas, etc.); and infrastructure (e.g., roads, bridges, dams, water and sewer lines, cisterns and other water holding tanks, etc.)

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Town of Groton Capital Plan 2021 – 2025
page two

In developing this plan, I worked closely with the newly formed Capital Planning Advisory Committee and all Department Heads and attempted to identify capital improvement projects that represented major, non-recurring expenditures and prioritized them. We have balanced the immediate and long-term capital needs of the Town given available resources. I am proposing that the following items from the Capital Plan be funded in FY 2021:

<u>Department</u>	<u>Item</u>	<u>Amount</u>	<u>Funding Source</u>
Fire and EMS	Ambulance 2 Replacement	\$ 325,000	Ambulance Fund
Highway	Pick Up Truck	\$ 40,000	Capital Asset Fund
Highway	Dump Truck	\$ 40,000	Capital Asset Fund
Town Facilities	IT Infrastructure/Computer Replacement	\$ 40,000	Capital Asset Fund
Town Facilities	Municipal Building Exterior Repairs	\$ 25,000	Capital Asset Fund
Town Facilities	Paint Police Station/Roof Repairs	\$ 50,000	Capital Asset Fund
Town Facilities	Country Club Roof	\$ 50,000	Capital Asset Fund
Transfer Station	Tractor Trailer/Trash Unit	\$ 40,000	Capital Asset Fund
Library	Reconstruct Parking Lot	\$ 45,000	Capital Asset Fund
Park Department	Property Improvements	\$ 25,000	Capital Asset Fund
Police	Police Cruisers	\$ 56,570	Capital Asset Fund
Police	Police Pick-Up Truck	\$ 55,000	Capital Asset Fund
Country Club	Triplex - Greens Mower	\$ 5,100	Capital Asset Fund
Water	Water Meter Replacement Program	\$ 50,000	Water Revenue
Sewer	Wastewater Treatment Plant Upgrades	\$ 1,250,000	Sewer Revenue
GDRSD	Annual Regional School Capital	\$ 442,859	GDRSD Capital Fund
	Total Requested	\$ 2,539,529	

**Honorable Select Board
Honorable Finance Committee
Town of Groton Capital Plan 2021 – 2025
page three**

To fund this proposed Capital Plan in FY 2021, I am proposing that the following amounts be appropriated from the following sources:

Capital Asset Fund	\$ 471,670
Ambulance Fund	\$ 325,000
Water Revenue	\$ 50,000
Sewer Revenue	\$ 1,250,000
GDRSD Capital Fund	\$ 442,859
Total	\$ 2,539,529

I wish to acknowledge and thank the Capital Planning Advisory Committee and all of the Department Heads and Staff for their efforts in producing this document.

I look forward to the opportunity to discuss this proposed plan in more detail.

Sincerely,

Mark W. Haddad
Town Manager

**Town of Groton, Massachusetts
CAPITAL PLAN
2021 - 2025**

FUNDING SUMMARY

	2021	2022	2023	2024	2025	Five Year Total
GENERAL FUND	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
BOND	\$ -	\$ 85,000,000	\$ -	\$ -	\$ -	\$ 85,000,000
CAPITAL ASSET	\$ 471,670	\$ 976,534	\$ 950,030	\$ 703,631	\$ 1,352,340	\$ 4,454,206
WATER REVENUE	\$ 50,000	\$ 2,575,000	\$ 75,000	\$ 5,035,000	\$ 50,000	\$ 7,785,000
SEWER REVENUE	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000
AMBULANCE FUND	\$ 325,000	\$ -	\$ -	\$ 325,000	\$ -	\$ 650,000
GDRSD CAPITAL	\$ 442,859	\$ 444,531	\$ 553,411	\$ 552,203	\$ 553,408	\$ 2,546,412
TOTAL	\$ 2,539,529	\$ 89,036,065	\$ 1,618,441	\$ 6,655,834	\$ 1,995,748	\$ 101,845,618

Town of Groton, Massachusetts
CAPITAL PLAN
 2021 - 2025

LISTING OF PROJECTS BY FUNDING SOURCE

GENERAL FUND

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
14	Town Facilities	IT Infrastructure/Computer Purchase		\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	General Fund
Subtotal			\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	

BOND

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
48	GDRSD	Florence Roche Elementary School		\$ 80,000,000				Bond
19	Town Facilities	Prescott School - Placeholder		\$ 5,000,000				Bond/CPA
Subtotal			\$ -	\$ 85,000,000	\$ -	\$ -	\$ -	

**Town of Groton, Massachusetts
CAPITAL PLAN
2021 - 2025**

LISTING OF PROJECTS BY FUNDING SOURCE (CONTINUED)

CAPITAL ASSET STABILIZATION FUND

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
1	Fire and EMS	Engine 5 Refurbishment						Capital Asset
2	Fire and EMS	Engine 1 Refurbishment		\$ 225,000	\$ 225,000			Capital Asset
4	Fire and EMS	Forestry 4 Replacement			\$ 155,000			Capital Asset
5	Fire and EMS	Command Vehicle		\$ 70,000				Capital Asset
6	Fire and EMS	SCBA Replacement					\$ 300,000	Capital Asset
7	Fire and EMS	Engine 7 Replacement			\$ 40,000			Capital Asset
9	Highway	Pick-Up Trucks	\$ 40,000					Capital Asset
10	Highway	Brush Mower/Field Mower				\$ 75,000		Capital Asset
11	Highway	Intermediate Truck		\$ 75,000				Capital Asset
12	Highway	Dump Truck		\$ 80,000	\$ 80,000			Capital Asset
13	Highway	Loader				\$ 180,000		Capital Asset
14	Town Facilities	IT Infrastructure/Computer Purchase	\$ 40,000					Capital Asset
15	Town Facilities	Municipal Building Exterior Repairs	\$ 25,000	\$ 25,000	\$ 25,000		\$ 25,000	Capital Asset
16	Town Facilities	Paint Police Station/Roof Repairs	\$ 50,000					Capital Asset
17	Town Facilities	Country Club Roof						Capital Asset
18	Town Facilities	Police Station HVAC	\$ 50,000					Capital Asset
20	Town Facilities	Van			\$ 65,000			Capital Asset
21	Transfer Station	Tractor Trailer Unit/Trash Trailer	\$ 40,000	\$ 40,000			\$ 55,000	Capital Asset
22	Transfer Station	Baler			\$ 70,000			Capital Asset
23	Transfer Station	Fork Lift/Mini Loader		\$ 60,000				Capital Asset
24	Library	Carpet Replacement				\$ 30,000		Capital Asset
25	Library	Upgrade Building Alarm System				\$ 25,000		Capital Asset
26	Library	Repaint Library Interior						Capital Asset
27	Library	Redo Interior Lighting			\$ 60,000			Capital Asset
28	Library	Reconstruct Parking Lot					\$ 100,000	Capital Asset
29	Library	Envelope Repairs		\$ 55,000				Capital Asset
30	Library	Interior Lighting Consultant				\$ 10,000		Capital Asset
31	Planning Board	Master Plan Update		\$ 50,000	\$ 50,000			Capital Asset
32	Park Department	Property Improvements	\$ 25,000	\$ 25,000	\$ 25,000		\$ 25,000	Capital Asset
33	Police	Police Cruisers	\$ 56,570	\$ 116,534	\$ 120,030		\$ 123,631	Capital Asset
34	Police	Police Pick-up Truck	\$ 55,000					Capital Asset
35	Police	Communications Tower		\$ 100,000				Capital Asset
36	Police	Hazmat Storage Evidence Locker				\$ 40,000		Capital Asset
37	Country Club	Golf Carts		\$ 25,000	\$ 25,000		\$ 25,000	Capital Asset
38	Country Club	Parking Lot Improvements						Capital Asset
39	Country Club	Cart Path Repairs		\$ 20,000	\$ 10,000			Capital Asset
40	Country Club	Pool Improvements		\$ 10,000				Capital Asset
41	Country Club	Triplex - Greens Mower	\$ 5,100					Capital Asset
Subtotal			\$ 471,670	\$ 976,534	\$ 950,030	\$ 703,631	\$ 1,352,340	

Town of Groton, Massachusetts
CAPITAL PLAN
 2021 - 2025

LISTING OF PROJECTS BY FUNDING SOURCE (CONTINUED)

WATER REVENUE

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
42	Water Department	Water Meter Replacement Program	\$ 50,000	\$ 75,000	\$ 75,000	\$ 5,000,000	\$ 50,000	Water Revenue
43	Water Department	Whitney Treatment - Plan "B" or "C"		\$ 2,500,000				Water Revenue
44	Water Department	New Vehicle				\$ 35,000		Water Revenue
45	Water Department	Chestnut Hill Tank Painting						Water Revenue
Subtotal			\$ 50,000	\$ 2,575,000	\$ 75,000	\$ 5,035,000	\$ 50,000	

SEWER REVENUE

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
46	Sewer Department	Wastewater Treatment Plant Upgrades	\$ 1,250,000					Sewer Revenue
Subtotal			\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	

AMBULANCE FUND

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
3	Fire and EMS	Ambulance 2 Replacement	\$ 325,000					Ambulance Fund
8	Fire and EMS	Ambulance 1 Replacement				\$ 325,000		Ambulance Fund
Subtotal			\$ 325,000	\$ -	\$ -	\$ 325,000	\$ -	

GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT CAPITAL FUND

Page	Program	Description	Cost 2021	Cost 2022	Cost 2023	Cost 2024	Cost 2025	Funding Source
47	GDRSD	Annual Regional School Capital	\$ 442,859	\$ 444,531	\$ 553,411	\$ 552,203	\$ 553,408	GDRSD Capital
Subtotal			\$ 442,859	\$ 444,531	\$ 553,411	\$ 552,203	\$ 553,408	
Capital Improvement Program Total			\$ 2,539,529	\$ 89,036,065	\$ 1,618,441	\$ 6,655,834	\$ 1,995,748	

