

Town of Milton



Capital Improvement Program 2020-2025

Approved at Public Hearing December 3, 2019

TOWN OF MILTON PLANNING BOARD

Capital Improvements Program Charge & Process Policy

1.) Purpose and Intent

A need has been identified to plan for the orderly planning, implementation and financing of a capital improvements program in a manner which meets the needs of the Town and minimizes fluctuations of the tax rate and the impact thereof upon its taxpayers. In order to address that need, there is hereby established an annual Capital Improvements Program and procedure for said program.

2.) Authority

This document is adopted by the Planning Board pursuant to Warrant Article 17, March 10, 2015 Town Meeting authorizing the Planning Board to undertake a CIP process, issue directives to competent authority for project submittals and pertinent information and to prepare an annual CIP report which has the sole purpose of recommendation of capital planning to the Select Board. The Board shall operate under the framework of RSA 674:5, 6, 7 and 8 that set forth herein.

3.) Definitions

Words used in this Policy shall be defined by the common usage under New Hampshire Statute unless otherwise defined herein. Wherever the masculine gender is used it shall include the feminine and vice-versa. Shall is mandatory; may is permissive or discretionary.

4.) Powers and Duties

a. Annual Program

The Board shall, in the year beginning on January 1, 2016 and then annually thereafter, prepare and submit to the Select Board, for their review and consideration, a report recommending a Capital Improvement Program (hereafter the "Program") for a period of no less than the coming six (6) fiscal years, including a Capital Improvement Budget for the next fiscal year, and the financing thereof. The purpose and effect of the Program shall be to aid the Select Board and the Budget Committee in their financial planning and deliberations on annual budget requests.

The Program shall contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation of each project. The program may encompass both projects being currently undertaken and future projects to be undertaken with federal, state, county and other public funds. The Program shall classify projects according to their urgency and need for realization, shall recommend a time sequence for their implementation, and shall specifically comment on the relationship of the Program and budget to its consistency with the Town's Master Plan.

The Program shall include only those capital projects and improvements (hereafter the "Project")

involving tangible assets and projects which (1) have a useful life of not less than five years and (2) cost over \$10,000 [or such other sum which conforms with Statement #34 of the Governmental Accounting Standards Board (GASB 34) or such future equivalent capitalization schedules. It shall be an evasion of this Policy to propose to finance an item meeting the foregoing definitions through normal operations or otherwise without first or, it shall submit the same to the Board who shall study and report on the same to the Select Board forthwith.

The Program shall be submitted to the Select Board by September 1st of each year together with filing a copy with the Budget Committee, the Office of the Town Clerk, and the NH Office of Energy and Planning. In preparing and submitting its annual Program, the Board shall hold at least one public hearing at least fourteen (14) days prior to submitting said Program and to give public notice of the public hearing with no less than ten (10) days' notice. A copy of the proposed Program shall be available to the public at the time of the notice being published.

In the time period prior to April 1, 2017, the Board shall act diligently to: (a) obtain familiarity with the Town's current physical plant, infrastructure, and capital equipment, (b) review the Town's capital expenditures for the past 10 Fiscal Years, (c) review available documents detailing future capital needs including, but not limited to, the Town Master Plan, the Vehicle Replacement Plans and the like, (d) become familiar with state law with respect to how communities may finance Capital Improvements and establish reserves for the same, (e) review how various communities plan and finance their capital improvements, and (f) prepare and distribute an informative procedures manual to all describing the purpose of the committee and the expectations of it by the Select Board, what qualifies as a "Capital" expenditure, and how requests will be solicited received, reviewed and ranked, and then dealt with through the budgeting process.

b. Conferring with Town Departments and Agencies

In preparing the Program, the Board shall annually confer with the School Board and every municipal department, board, committee, or agency to solicit proposals for projects for the coming time period the subject of the Program. In soliciting such proposals, with at least thirty (30) days prior notice, the Board shall solicit proposals for projects, upon forms designated by it, which describe the proposal, costs, operational benefits, cost increases or efficiency to be realized, relationship to the Master Plan or other objectives, proposed sources of grant or other supplementary financing and such other information as the Board may deem useful to its deliberations.

The Board shall study each proposed capital project, and shall advise the proposing entity concerning the relation of the recommendations of the master plan in relation to the proposed project and the relation of the project to the Capital Improvement Program being prepared. In other matters, the Board shall confer, in a manner it deems appropriate, with the requesting agencies and such other parties as it deems advisable allowing a reasonable time for response. All Town Departments shall cooperate in making a timely response to any such inquiries.

Proposals which may arise unexpectedly outside the annual solicitation process shall, nonetheless, be submitted to the Board for its consideration together with an explanation as to why the proposal could not have been submitted during the normal and ordinary course of said process. The Board shall expeditiously consider and submit to the Select Board its review and recommendation of any such submissions.

c. Action by the Select Board

On or before December 15th following the receipt of the Planning Board's recommended Program, the Board shall be advised by the Board of Selectmen as to what they are submitting for capital funding requests as part of the coming fiscal year budget.

d. Expenditures Authorized or Controlled

The Select Board shall not request an appropriation at a Town Meeting for a capital improvement purchase or project unless the proposed capital improvement or project has been submitted to the Board for its consideration. This provision is not applicable to any capital improvements placed on the Town Meeting warrant by citizen petition or otherwise governed by statute. Each capital request not recommended by the CIPC will appear on the warrant as a stand-alone warrant article.

Such Capital Improvement Program, after its approval by the Select Board, shall permit the expenditure on projects included therein from departmental budgets for preliminary or ancillary matters relating to the project or purchase, such as for surveys, architectural or engineering advice, options or appraisals; but no such expenditure shall be incurred which has not been so approved by the Town through the appropriation of sums in the current fiscal year or in prior years, or for preliminary planning for projects to be undertaken more than five years in the future.

e. Annual Report Publication and Filing

The Board shall file a copy of its Report and the Select Board's recommended Capital Budget shall be published and made available in a manner consistent with the previously established distribution of the proposed annual Budget. The Board shall file its original Report with the Town Clerk. The Board shall also file an executive summary of its annual CIP activities for inclusion in the Annual Town report.

5.) Severability

The provisions of this Policy shall be severable. If any portion of this Policy is determined by any court of competent jurisdiction to be unenforceable or illegal, then all other portions of this Policy not expressly found to be unenforceable or illegal shall remain fully in effect.

6.) Effective Date

This Policy is effective upon adoption and supersedes all previous orders or policies relative to or in conflict with this matter and the procedures described herein.

Approved and adopted this 7th day of June 2016 by a vote of 5 in favor and 0 opposed.

Certified as to a True and Accurate Vote

Brian Boyers, Chairman
Milton Planning Board

Adopted June 7, 2016

A	B	C	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
68	SEWER																		
69	SEWER																		
70	SEWER																		
71	SEWER																		
72	Subtotal																		
73	SCHOOL																		
74	SCHOOL																		
75	SCHOOL																		
76	SCHOOL																		
77	SCHOOL																		
78	SCHOOL																		
79	SCHOOL																		
80	SCHOOL																		
81	SCHOOL																		
82	Subtotal																		
83	TOTALS																		
84	TOTAL CAPITAL RESERVE AMOUNT OFF-SETS																		
85	TOTAL CAPITAL PROJECT FUNDING																		
86	TOTAL UNEXPENDED FUND BALANCE AMOUNT																		
87	TOTAL GRANT AMOUNT OFF-SETS																		
88	OTHER REVENUE OFF-SETS																		
89	FINAL TOTAL ***																		
90	LEGEND: Priority Codes																		
91	Class 1= Urgent Need-Immediately for health & safety needs																		
92	Class 2= Justified Need-to maintain basic level & quality services																		
93	Class 3= Desirable-to improve quality & level of service																		
94	Class 4= Unprogrammed-not enough info provided to evaluate need																		
95	Class 5= Prior Approved Expense (such as lease or bond payments)																		
96	Class 6= Not Considered																		
97	Class 7= Not Recommended																		
98	Class Code																		

***Note: Planning Board recommendations differ from Capital Year Request columns. Please refer to 2020 CIP Project Rating/Ranking/Recommendation Matrix sheet

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
9	SEWER Sewer Utility Capacity & Expansion Analysis Study	\$															\$ 75,000.00	1.1	\$ 75,000.00	
0	SEWER	\$																		
1	SEWER	\$																		
2	SEWER	\$																		
3	SEWER	\$																		
4	SCHOOL	\$	39,777.00	30,983.00																2026
5	SCHOOL Milton Elementary Shingle Roof Maintenance	\$																		
6	SCHOOL 2020 Eng./Design New Fire Alarm System-Nuts & MES	\$																		
7	SCHOOL 2020 Eng./Design Two New Air Handler Systems- MES	\$																		
8	SCHOOL 2021 Install New Fire Alarm System-Nuts & MES	\$																		
9	SCHOOL 2021 Purchase Pickup with Plow	\$																		
0	SCHOOL 2022 Install New 1st floor Air Handler Systems- MES	\$																		
1	SCHOOL 2023 Install 2nd floor Air Handler Systems- MES	\$																		
2	SCHOOL 2024 Purchase One Ton Pump Truck with Plow & Sander	\$																		
3	SCHOOL	\$																		
4	SCHOOL	\$																		
5	TOTALS	\$																		
6	TOTAL CAPITAL RESERVE AMOUNT OFF-SETS	\$																		
7	TOTAL CAPITAL PROJECT FUNDING	\$	829,926.05	1,010,182.72																
8	TOTAL UNEXPENDED FUND BALANCE AMOUNT	\$																		
9	TOTAL GRANT AMOUNT OFF-SETS	\$	(110,000.00)	(134,000.00)																
0	OTHER REVENUE OFF-SETS	\$	(39,777.00)	(107,786.00)																
1	FINAL TOTAL ***	\$	686,149.05	768,416.72																
2	LEGEND: Priority Codes																			
3	Class 1= Urgent Need-Immediately for health & safety needs																			
4	Class 2= Justified Need-to maintain basic level & quality services																			
5	Class 3= Desirable-to improve quality & level of service																			
6	Class 4= Unprogrammed-not enough info provided to evaluate need																			
7	Class 5= Prior Approved Expense (such as base of bond payments)																			
8	Class 6= Not Considered																			
9	Class 7= Not Recommended																			

***Note: Planning Board recommendations differ from Capital Year Request columns. Please refer to 2020 CIP Project Rating/Recommendation Matrix sheet

Dept.	Project	Previous Year CIP	Previous Year CIP	Previous Year CIP	CAPITAL YEAR REQUESTS		FIVE PLANNING YEARS					Six Year					
		2017	2018	2019	2020	Class, Rank	2021	Class	2022	Class	2023	Class	2024	Class	2025	Class	Project Totals
WATER	Water Utility Capacity & Expansion Analysis Study														\$ 75,000.00		\$ 75,000.00
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
WATER																	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -		\$ -		\$ 75,000.00		\$ 75,000.00

Dept.	Project	Previous Year CIP			CAPITAL YEAR REQUESTS					FIVE PLANNING YEARS					Six Year Project Totals
		2017	2018	2019	2020	Class, Rank	2021	Class	2022	Class	2023	Class	2024	Class	
WATER	Water Utility Capacity & Expansion Analysis Study													\$ 75,000.00	\$ 75,000.00
WATER															\$ -
WATER															\$ -
WATER															\$ -
WATER															\$ -
WATER															\$ -
WATER															\$ -
WATER															\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -		\$ -	\$ 75,000.00	\$ 75,000.00

Dept.	Project	Previous Year	Previous Year		CAPITAL YEAR REQUESTS 5 year planning period												Six Year	
		2017	2018	2019	2020	Class	2021	Class	2022	Class	2023	Class	2024	Class	2025	Class	Project Total	Orig. Budge
BLDG	Transfer Station Building				\$ -		\$ -		\$ -		\$ 5,000.00		\$ 5,000.00			\$ 10,000.00	\$ 5,000.00	
BLDG	garW Garage/ engineering		\$ 50,000.00	\$ -	\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00	\$ 300,000.00	\$ 5,000.00	
BLDG																\$ -		
BLDG																\$ -		
BLDG																\$ -		
BLDG																\$ -		
BLDG																\$ -		
BLDG																\$ -		
BLDG																\$ -		
	Subtotal	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00		\$ 50,000.00	\$ 310,000.00	\$ 5,000.00	

Date	Project	Previous Year CAP		Previous Year CRP		CAPITAL YEAR REQUESTS		3 Year Available Period		2024		2025		2026		Total	Project Rank	Competitive	
		2027	2028	2029	2030	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029				
DPW	Road Construction	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 2,000,000.00	\$	\$ 30,000.00	
DPW	Street - 2025 7400 In Dump Truck w/ show and loader lease	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 70,333.33	\$ 700,000.00	\$	\$ 80,000.00	
DPW	2025 John Deere 675G Grader/Lease	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 20,729.40	\$ 200,000.00	\$	\$ 20,000.00	
DPW	Skid Steer Replacement w/ Forklift attach snow blower, loader, forklift & sweeper	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$	\$ 1,600.00	
DPW	Skid Steer Replacement w/ Forklift attach snow blower, loader, forklift & sweeper	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$ 8,766.67	\$	\$ 8,766.67	
DPW	2024 John Deere 675G Grader/Lease	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$	\$ 5,000.00	
DPW	Purchased 2017 Ford F250 pickup truck w/ show (used 2027 available)	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$	\$ 4,000.00	
DPW	Purchased 2018 Ford F250 pickup truck w/ show (and 2028 replacement)	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$	\$ 40,000.00	
DPW	Purchased 2018 Ford F250 pickup truck w/ show (and 2029 replacement)	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$	\$ 40,000.00	
DPW	Dawson & Silver Investments Impulse (possible grant or bond issue)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$	\$ 2,500.00	
DPW	Bravecto	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$	\$ 2,500.00	
DPW	Ball off truck (CRP funded 100% by Transfer to the fund)	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$ 7,400.00	\$	\$ 7,400.00	
DPW	Impulse Truck House (CRP funded 100% by Transfer to the fund)	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$	\$ 20,000.00	
DPW	Multi-Use Bridge 30% CRP	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$	\$ 25,000.00	
DPW	10 Ton Equipment Trailer	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$	\$ 1,600.00	
DPW	3 Ton Equipment Trailer	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$	\$ 600.00	
DPW	Used 6000 Tractor w/ boom mower	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$	\$ 1,600.00	
DPW	Beulah Waste Chaper	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$	\$ 600.00	
DPW	Beulah Road Reconstruction	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$	\$ 500,000.00	
		\$ 507,133.49	\$ 508,170.86	\$ 521,978.86	\$ 516,578.86	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 578,262.87	\$ 5,178,465.89	\$	\$ 600,740.00

Dept.	Project	PREVIOUS YEAR			CLASS	5 year planning period					Project Totals	Long-Range		
		2017	2018	2019		2020	2021	2022	2023	2024			2025	
FIRE	Lease Payment on Engine 6	\$ 40,909.00	\$ 40,909.00											
FIRE	2019 Replacement of Self-Contained Breathing Apparatus (CRF)		\$ 50,000.00	\$ 65,000.00		\$ -								
FIRE	2021 Replacement of Engine 4 (Tanker) (CRF 2020 Lease 2021)					\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 380,000.00	\$ -
FIRE	2020 Replacement of Truck 1-Ladder used (or CRF if unable to buy)					\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
FIRE	2021 Replacement of Car 1 (CRF)		\$ 15,000.00	\$ 5,000.00		\$ 15,000.00							\$ 20,000.00	\$ -
FIRE	Replacement of Utility Truck/Car 2 (CRF)	\$ 30,000.00	\$ -	\$ -									\$ -	\$ -
FIRE	2017 Replacement of Portable Radios (Lease)	\$ 30,307.86	\$ 30,307.86	\$ 30,307.86	5								\$ 30,307.86	\$ -
FIRE	2016 Replacement of Fire Station (Board)	\$ 215,804.00	\$ 215,804.00	\$ 215,804.00		\$ 215,804.00	\$ 215,804.00	\$ 215,804.00	\$ 215,804.00	\$ 215,804.00	\$ 215,804.00	\$ 215,804.00	\$ 1,294,824.00	\$ -
FIRE	2025 Replacement of Engine 2 Pumper (CRF)					\$ 25,000.00	\$ 45,000.00	\$ 50,000.00	\$ 55,000.00	\$ 60,000.00	\$ 60,000.00	\$ 235,000.00	\$ -	\$ -
FIRE	2029 Replacement of Engine 3-Pumper (future funding may begin after 6 yr. cycle)					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$317,020.86	\$352,020.86	\$316,111.86		\$323,804.00	\$328,804.00	\$ 333,804.00	\$ 338,804.00	\$ 343,804.00	\$ 348,804.00	\$1,985,131.86	\$ -	\$ -

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V		
Dept.	Project	Previous Year CIP 2017	Previous Year CIP 2018	Previous Year CIP 2019	Previous Year CIP 2020	Capital Year Requests 2021	Five Planning Years 2021-2025	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	Class	
1	Police		\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	5															
2	Police Cruiser Lease-Replacement of Cars 3,4,5		\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00																
3	Police Cruiser Replacement Car 2			\$ 45,000.00																			
4	Police Cruiser Replacement Car 1				\$ 48,000.00																		
5	Police Cruiser Lease Payment	\$51,000.00																					
6	Taser X2 and Axon Camera replacement				\$ 48,000.00																		
7																							
8																							
9																							
10																							
11																							
12																							
13	Subtotal	\$ 31,000.00	\$ 31,000.00	\$ 76,000.00	\$ 97,000.00	\$ 51,000.00	\$ 128,000.00																

Dept	Project	Previous Year		Previous Year		Previous Year		CAPITAL YEAR REQUESTS		5 year planning period			Six Year		Long Range
		2017	2018	2019	2020	2021	2022	2023	2024	2025	Class	Project Totals	2025		
REC	Boat Ramp Repair and Reconstruction	\$ 15,000.00	\$	\$	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 18,000.00	
REC	Beach Restoration														
REC															
REC															
TPPA	European Hybrid Eradication Project in Milton Three Ponds (TPPA Request)	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 110,000.00	\$ 10,000.00
REC															
REC															
REC															
Subtotal		\$ 20,000.00	\$ 5,000.00	\$ 10,000.00	\$ 15,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	\$ 118,000.00	\$ 10,000.00

Dept.	Project	Previous Year					CAPITAL YEAR REQUESTS					FIVE PLANNING YEARS				
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
Library	Library Renovation Project-replacement mansard roof (Pipal Phase)		\$ 21,000.00	\$ 52,000.00	\$ 25,000.00	\$	\$	\$	\$	\$	\$	\$	\$	\$		
Library	2025 Library Parking Lot Paving		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
Library	Library ADA Second Floor Access (CRF)		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
All Depts	Geographic Information System 5-year plan datasets		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
All Depts	Technology Upgrades		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
	Subtotal	\$ 6,000.00	\$ 47,000.00	\$ 60,500.00	\$ 36,000.00	\$ 49,000.00	\$ 24,000.00	\$ 15,000.00	\$ 18,000.00	\$	\$	\$	\$	\$		

Dist	Project	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		5 Year planning period		Class	Six Year Project Totals	Long Range 2026
		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2023	2024			
School	Milton Elementary Shingles Roof Maintenance-Completed															
School	2020 Eng./Design New Fire Alarm System-Nutts & MES	\$ 33,777.00	\$ 30,983.00	\$	\$ 25,000.00										\$	
School	2020 Eng./Design Two New AH Handler Systems-MES				\$ 30,150.00										\$	\$ 30,150.00
School	2021 Install New Fire Alarm System-Nutts & MES					\$ 300,000.00									\$	\$ 300,000.00
School	2021 Purchase Pickup with Plow					\$ 40,000.00									\$	\$ 40,000.00
School	2022 Install New 1st floor Air Handler Systems- MES						\$ 161,026.00								\$	\$ 161,026.00
School	2023 Install 2nd floor Air Handler Systems-MES											\$ 27,746.00			\$	\$ 27,746.00
School	2023 Purchase One Ton Dump Truck with Plow & Sander						\$ 10,000.00					\$ 10,000.00			\$	\$ 10,000.00
	Subtotal	\$ 33,777.00	\$ 30,983.00	\$	\$ 55,150.00	\$ 340,000.00	\$ 171,026.00	\$ 37,746.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$	\$ 623,822.00	\$ 10,000.00

No.	Dept.	Project Description	Type	Fisc. Year	Mile	Invnt	Estim.	Estim.	Estim.	TOTAL SCORE	Ranking	Avg		
X	42	LIBRARY	Library Renovation Project- replace museum roof final phase	18-21	45	42	47	50	21	9	46.2			
X	42	SCHOOL	2020 Engrg. Design New Fire Alarm System-Nuts & MES	20	50	40	50	50	240	3	48.0			
X	44	SCHOOL	2020 Engrg. Design New Air Handling Systems- MES	20-22	40	40	50	50	238	6	47.6			
X	18	TPPA	European Nailed Eradication Project	18-25+	34	40	30	35	108	24	31.8			
X	31	FIRE	2020 Replacement of Truck 1 Leader-Used (or CRF if unable to buy)	20	40	31	50	44	49	17	43.0			
X	31	FIRE	2021 Replacement of Engine 4	18-20	50	50	50	46	135	13	45.2			
X	34	FIRE	Replacement of Car 1 (CRF) FUNDING STARTS 2018	18-20	42	30	42	40	202	22	40.4			
X	45	All Divs	2019 Geographic Information System 5-year plan details	19-25	40	40	48	45	226	14	45.2			
X	45	All Divs	2019 Geographic Information System 5-year plan details	17-25+	48	42	48	50	235	7	47.2			
X	61	REC	Beach Restoration Project (CRF)	20-25+	48	50	50	46	244	1	49.8			
X	49	POLICE	Team X2 & Aeon Camera	20	50	40	50	50	240	4	48.0			
X	49	POLICE	Police Cruiser Purchase- Replacement of Car 1	20	50	40	50	50	240	5	48.0			
X	30	DPW	Recure Solid Steer Replacement w/ public arena snow blower, bucket, forks & sweeps	18-25+	43	28	45	46	49	21	42.2			
X	11	DPW	Payloader Replacement w/ forks (CRF)	18-25+	40	30	35	38	40	148	23	36.6		
X	12	DPW	5-Ton Pickup w/Plow and Sander (CRF)	18-25+	46	30	46	45	177	15	41.8			
X	7	DPW	Read Projects	20	43	44	50	45	47	229	12	45.8		
X	18	DPW	2027 & 2028 Ford F-250 Pick up w/Plow (CRF)	18-25+	46	34	42	44	45	48	215	16	43.0	
X	18	DPW	2027 & 2028 Ford F-250 Pick up w/Plow (CRF)	18-25+	44	36	44	44	214	18	42.8			
X	22	DPW	DPW Garage/ engineering (CRF)	18-25+	50	42	50	50	242	2	46.4			
X	22	DPW	MH-Active Bridges Fund 2025 (CRF)	18-25+	48	35	40	41	214	19	42.8			
X	25	DPW	Ford 5500 Tractor w/boom mower (CRF)	18-25+	46	39	50	50	235	8	45.0			
X	28	DPW	30 Ton Trailer	18-25+	47	39	50	50	230	10	46.0			
X	28	DPW	30 Ton Trailer	18-25+	44	36	50	50	230	11	46.0			
X	28	DPW	Brandt Wood Chipper (CRF)	18-25+	44	36	50	50	230	11	46.0			

RANKING IN ORDER

No.	Dept.	Project Description	Type	Fisc. Year	Mile	Invnt	Estim.	Estim.	Estim.	TOTAL SCORE	Ranking	Avg	
X	61	REC	Beach Restoration Project (CRF)	20-25+	48	50	50	46	244	1	49.8		
X	22	DPW	MH-Active Bridges Fund 2025 (CRF)	18-25+	50	42	50	50	242	2	46.4		
X	42	SCHOOL	2020 Engrg. Design New Fire Alarm System-Nuts & MES	20	50	40	50	50	240	3	48.0		
X	49	POLICE	Team X2 & Aeon Camera	20	50	40	50	50	240	4	48.0		
X	49	POLICE	Police Cruiser Purchase- Replacement of Car 1	20	50	40	50	50	240	5	48.0		
X	44	SCHOOL	2020 Engrg. Design New Air Handling Systems-MES	20-22	40	40	50	50	238	6	47.6		
X	45	All Divs	2019 Geographic Information System 5-year plan details	17-25+	48	42	48	50	236	7	47.2		
X	25	DPW	30 Ton Trailer	18-25+	46	39	50	50	235	8	45.0		
X	42	LIBRARY	Library Renovation Project- replace museum roof final phase	18-21	45	42	47	47	211	9	46.2		
X	7	DPW	Brandt Wood Chipper (CRF)	18-25+	44	36	50	50	230	10	46.0		
X	31	FIRE	2021 Replacement of Engine 4	18-20	50	30	50	46	202	12	45.8		
X	12	DPW	5-Ton Pickup w/Plow and Sander (CRF)	18-25+	46	30	46	45	177	15	41.8		
X	18	DPW	2027 & 2028 Ford F-250 Pick up w/Plow (CRF)	18-25+	46	34	42	44	215	16	43.0		
X	31	FIRE	2020 Replacement of Truck 1 Leader-Used (or CRF if unable to buy)	20	40	32	50	44	149	17	43.0		
X	18	DPW	Evaporator (CRF)	18-25+	44	36	44	44	214	18	42.8		
X	35	DPW	Ford 5500 Tractor w/boom mower (CRF)	18-25+	46	39	40	41	214	19	42.8		
X	20	DPW	Force Solid Steer Replacement w/ public arena snow blower, bucket, forks & sweeps	18-25+	43	28	45	46	149	20	42.2		
X	20	DPW	DPW Garage/ engineering (CRF)	18-25+	44	34	41	43	208	21	41.8		
X	34	FIRE	2021 Replacement of Car 1 (CRF) FUNDING STARTS 2018	18-20	42	30	42	40	202	22	40.4		
X	11	DPW	Payloader Replacement w/ forks (CRF)	18-25+	40	30	35	38	40	148	23	36.6	
X	18	DPW	Roll-off Truck (funded by Solid Waste Rese CRF)	18-25+	40	30	35	38	40	148	23	36.6	
X	18	DPW	European Nailed Eradication Project	18-25+	34	40	10	15	149	24	31.8		

2020 PROJECT COSTS	2020 PROJECT COSTS
\$ 3,000,000	\$ 3,000,000
\$ 10,000,000	\$ 10,000,000
\$ 25,000,000	\$ 25,000,000
\$ 15,000,000	\$ 15,000,000
\$ 48,000,000	\$ 48,000,000
\$ 30,150,000	\$ 30,150,000
\$ 10,000,000	\$ 10,000,000
\$ 20,000,000	\$ 20,000,000
\$ 300,000,000	\$ 300,000,000
\$ 80,000,000	\$ 80,000,000
\$ 2,500,000	\$ 2,500,000
\$ 5,000,000	\$ 5,000,000
\$ 1,500,000	\$ 1,500,000
\$ 7,400,000	\$ 7,400,000
\$ 504,950,000	\$ 504,950,000
\$ 70,335,539	\$ 70,335,539
\$ 26,792,600	\$ 26,792,600
\$ 215,804,000	\$ 215,804,000
\$ 30,307,861	\$ 30,307,861
\$ 31,000,000	\$ 31,000,000
\$ 878,980,000	\$ 878,980,000

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

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Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Recommended CIP Project Amount

Grand Total

Grand Total

Grand Total

Grand Total

Grand Total

Grand Total

Grand Total

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

minus Highway Bond, Grant & Other Offsets

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

Total 2020 Total Levy Spending for Projects

with prev. approved projects

with prev. approved projects

with prev. approved projects

with prev. approved projects

with prev. approved projects

with prev. approved projects

with prev. approved projects

THE MILTON 2020-2025 CIP RECOMMENDATION REPORT

On behalf of the Planning Board, it is our pleasure to submit our proposed Capital Improvements Program Report for Fiscal Years 2020-2025 for your consideration. The sum total of all projects SUBMITTED and required is \$6,534,970.25 for the six-year program (capital spending year plus five planning years) with **\$788,290.72** of this potentially programmed for **2020**. This is an increase of 9.1% from 2019. Please note that the annual state highway block grant amount, other grants and offsets, such as the school projects amount, Police vehicle lease purchase (paid out of detail fund), and roll-off truck purchase (paid out of Transfer Station fees), have been subtracted from these totals.

In our fourth year, the process of soliciting capital project submissions and gathering information, including our method for rating and ranking the project requests was time consuming and inefficient resulting in the late presentation of our recommendations to you in this report, CIP spreadsheet, Master Plan Tie-In Matrix, Capital Reserve Fund Info & Recommendation Matrix (from last year's report), and the most important document, the Rating-Ranking-Recommendation Matrix.

We thank all the Department Heads for the presentations on their needs. Without their full cooperation, we could not have completed this document.

In many New Hampshire communities, the Planning Board has the responsibility for the preparation of the capital improvement program. The Planning Board must follow the statute RSA 674:5 through 674:8. The program is simply a recommended plan for capital spending in the upcoming budget year and a changeable plan for capital budgeting over the next five years. The key of course, is that the Board does not decide how capital projects move forward or are funded, their task is to simply submit a well-considered plan (the CIP) as a tool for the Board of Selectmen and the Budget Committee to use in crafting spending proposals that go to the voters. Only those two entities have the authority to approve sending warrants seeking approval for spending monies on capital projects to the voters.

The Capital Improvements Program must also be responsive to the uncertainties that are inherent in all aspects of community development. It is important that the program be reviewed on an annual basis to remain both proactive and practical.

We held our first meeting this year in early April to review the format, process and schedule for the task at hand. The Board was flexible throughout the process to ensure all submitters were heard and all questions were answered. Over the course of developing this Capital Improvements Program, we heard presentations or received correspondence from Department Heads on their current facilities and equipment and perceived needs.

The Board believes that more thought and planning by all parties in Town government must be undertaken regarding development of a cohesive Capital Improvement Program that results in balanced spending on projects that reflect addressing the highest urgent need.

We reviewed financial reports. We reviewed project requests and, at times, requested additional information. The Master Plan was reviewed extensively to see if each of the project submittals tied-in to it. The Board believes this is a complicated, subjective task because the Town currently does not have

an up-to-date Community Facilities Chapter of the Master Plan. It remains the Board's strong recommendation that data-gathering work to update this critical part of the Town's Master Plan begin as soon as possible to be useful for Departments and for next year's iteration of the Capital Improvement Program Annual Report.

The Planning Board reviewed and discussed each project and classified them in one of the following categories:

Class 1= Urgent Need-immediately for health & safety needs

Class 2= Justified Need-to maintain basic level & quality services

Class 3= Desirable-to improve quality & level of service

Class 4= Unprogrammed-not enough info provided to evaluate need

Class 5= Prior Approved Expense

Class 6= Not Considered

Class 7= Not Recommended

These classifications may be found in the Class & Rank column on the 2020-2025 CIP Spreadsheet.

The Board then reviewed and discussed each 2020 (capital spending year) project submittal and using an agreed-upon criteria form, rated each project. The rating totals then formed the basis for our ranking that is our recommended prioritization for approving funding for them. Finally, we will present our Draft Capital Improvements Program Report at a public hearing to be held on December 3, 2019 and may revise and finalize the report for submission to the Board of Selectmen, School Board and Budget Committee. A second public hearing will be held if required by changes resulting from comments from the public.

Integral parts of this report are the CIP Six Year Spreadsheet (reflects submitted projects and funding requests, not the recommendations of the Planning Board), the Master Plan Tie-In Matrix, the 2020 Project Rating-Ranking-Recommendation Matrix, the Capital Reserve Fund Info & Recommendation Matrix and the CIP Charge and Policy document, all attached to this report.

RECOMMENDATIONS

The Planning Board recommends the incremental accumulation of capital reserves to provide a smoothing out of capital funding required to meet the town's needs on a long-term basis using the Fire, Police and DPW Fleet Schedules (with ARCs). The Planning Board recommends this level funding process that includes the Capital Reserve philosophy recommended in the document in the preceding paragraph. A thorough study of the status and accounting of the Town's reserve and trust funds happened last year and was a first step towards instituting this policy. Warrant language still needs to be crafted that fulfills these recommendations regarding CRFs. Additionally, since the Board of Selectmen will most likely not utilize much or any of the previous year's unexpended fund balance to offset general fund spending on capital projects, the Planning Board established a funding total cap of approximately

\$500,000 for 2020 CIP project spending. After rating and ranking the project submissions and totaling the cost from the highest ranked down the list, the Board stopped at that approximate cap. They then made recommendations regarding whether to reduce or put off some of their recommended projects. These recommendations are reflected in the 2020 Rating-Ranking-Recommendation Matrix. The Planning Board is therefore recommending the following changes to the 2020 submittals contained on the CIP Spreadsheet:

- Recommend funding the incremental savings into a CRF for the future Beach Restoration Project.
- Reduce the amount for the Maine-NH Bridges Fund 2026 this year from \$25,000 to \$10,000.
- Use the State Education Windfall funds to pay for the 2020 Engineering/Design of the new fire alarm systems in Nute and MES.
- Recommend funding the requested \$18,000 for the Police Taser X2 & Axon camera project.
- Use existing funds in the Police detail CRF to pay for the replacement of cruiser car 1.
- Use the State Education Windfall funds to pay for the 2020 Engineering/Design of the two new air handling systems in MES.
- Recommend funding the requested \$10,000 for the Town Technology project because the Town's servers and computers are old and are at risk of cyber-attacks and breakdowns.
- Put off the incremental \$1,000 for the CRF for future purchase of the DPW 10 Ton Trailer until next year.
- Reduce the amount for the Library Renovation Project this year from \$25,000 to \$20,000.
- Put off the incremental \$400 for the CRF for future purchase of the DPW 3 Ton Trailer until next year.
- Put off the incremental \$667 for the CRF for future purchase of the DPW Bandit Woodchipper until next year.
- Reduce the amount for the DPW Road Projects this year from \$350,000 to \$300,000.
- Reduce the amount for the 2021 Replacement of Fire Engine 4 from \$40,000 to \$30,000, which will require recalculating the lease payments in following years.
- Reduce the amount for the GIS system 5-year plan datasets Project this year from \$3,000 to \$2,500.
- Put off the incremental \$5,000 for the CRF for future purchase of the DPW one ton pickup with plow and sander until next year.
- Put off the incremental \$12,000 (\$4K, \$4K plus \$4K) for the CRF for future purchase of the DPW 2027, 2028, and 2029 Ford F-250 pickups with plows until next year.
- Remove the requested \$25,000 for the purchase of the Fire Ladder Truck 1. Funding from the existing CRF was approved by the BoS on 11-18-2019.
- Put off the incremental \$6,250 for the CRF for future purchase of the DPW Excavator until next year.
- Put off the incremental \$1,800 for the CRF for future purchase of the DPW Ford 5000 Tractor with boom mower until next year.
- Put off the incremental \$50,000 for the CRF for future engineering costs of the new DPW Garage until next year.

- Remove the incremental \$5,000 for the CRF for 2021 purchase of the Fire Dept. Car. There are enough funds in the existing CRF to purchase next year.
- Put off the incremental \$8,266.67 for the CRF for future purchase of the DPW Payloader with forks until next year.
- Recommend funding the requested \$7,400 incremental amount for the future purchase of a roll-off truck because the funding does not come from the tax levy, it comes from Transfer Station fees saved into a CRF.
- Put off the \$10,000 annual funding requested by the TPPA for the European Naiad Eradication Project until next year.

The foregoing changes, if followed, would result in a reduction from **\$711,600.67** to **\$504,050.00** for **2020 Capital Year project tax levy costs.**

The Board further recommends that the Town work with the UNH Technology Center to gather the necessary data and purchase the software for the RSMS (road surface management system) that will enable the DPW to prepare an annual Road Improvement Program. The program will prioritize roads in need of repair, rehabilitation or reconstruction and create an annual priority list of projects in Town.

BACKGROUND

Review of Town Meeting. The annual review and update process begins in the spring of each year with a review of the decisions made at the Milton Town meeting. This review examines the capital improvement related decisions that were acted upon by the voters and looks at the status of one-time and continuing capital projects and their spending.

Meetings with Project Sponsors. Throughout the spring, the Planning Board meets with Boards, Commissions, Committees and Department Heads to discuss any updates to existing information, and to review and discuss any newly identified or revised capital projects. The Board did not meet with those entities that indicated they had no capital expenditures planned. The School District did prepare their capital submissions but were very late in the process this year.

Formulation of CIP Recommendations. In the summer, the Planning Board conducts final meetings with project sponsors if necessary. By consensus, the Planning Board develops its recommendations for the ensuing six-year program period. The Master Plan provides background information and provides guidance to the Board as it determines whether there is a strong, normal or weak tie-in to the Master Plan, however, this is a complicated, subjective task because the Town currently does not have an up-to-date Community Facilities Chapter.

CIP Adoption. The Planning Board presents its Draft recommended program to the community at a public hearing. This is an opportunity for the public to comment on the CIP prior to its adoption by the Board as its official recommendation to the Board of Selectmen. The Draft is then formalized based upon the comments received. The notification and hearing requirement process the Planning Board follows are the same process used for the adoption of a Master Plan, provided for in RSA 675:6. The adopted document is then filed with the Town Clerk and the NH Office of Strategic Initiatives.

CIP and the Budget Process. Once adopted, the CIP is submitted to the Board of Selectmen, School Board and Budget Committee for their consideration as part of the budget development processes. As the respective entities hold their budget workshops and hearings, the public has additional opportunities to comment on capital improvements. We will place a copy on the Town Website and at Town Hall for easy access to members of our community.

One of the goals of the CIP is to recommend a stable program of improvements in terms of the associated tax rate impact. Although capital improvements represent a relatively small portion of Town appropriations, they can be easily targeted for budget reduction purposes. It is important that public officials consider needed capital expenditures within the context of the bigger spending picture. To the extent this process is accomplished reasonably, tax rate stability can be achieved while decreasing the likelihood that action on needed capital improvements will be deferred. This stability can be accomplished by rating and ranking the project submittals, then recommending only those projects by ranked priority that fall within the Town's recommended funding total for capital spending in that year. Additionally, by determining equipment or facility life, an annual recommended contribution (ARC) to an established capital reserve fund may be calculated to incrementally save money each year until the capital asset is required. These are the best methods to smooth out the tax levy amount and still pay for justified or urgent capital needs for the benefit of the Town's citizens.

Town Meeting. The budget process culminates with the consideration of budgets presented by the Board of Selectmen and the Budget Committee to the Town Meeting. It is at the Town Meeting vote on warrants where actual appropriations are approved or not to fund capital improvements.

Public Participation. The Milton residents can participate in the development of the program and to review and comment on the setting of community needs and priorities. The value of public participation lies not only in allowing the project beneficiaries and taxpayers to express their desires, but also in obtaining continued public support for future investments in our community.

PROGRAM FINANCE

As mentioned previously, the CIP forecasts major capital projects within a flexible framework designed to distribute the tax burden attributable to capital expenditures over time. Towards this end, the Board recommends a six-year program that fits within reasonable, fiscal constraints. Although a fiscally constrained CIP is not a statutory requirement, the Board feels that it is a very important element of a balanced program.

Project Financing. Financing mechanisms will vary by project and circumstances including general fund revenues, special assessments, grant funding, private donations, Capital Reserve funding, lease/purchases, and short and long-term borrowing. The funding mechanisms chosen for individual capital projects are not within the purview of the Planning Board, nor are these funding mechanisms part of our recommendation to the Board of Selectmen and Budget Committee.

Non-Property Tax Revenue Offsets. Non-property tax revenues such as federal and state grants are identified in relation to specific projects. These projected revenue offsets are applied to project costs in the aggregate at the bottom of the CIP Spreadsheet.

Expendable Trust and Capital Reserve Funds. The making of an annual recommended contribution (ARC) to an expendable trust or capital reserve fund for future withdrawal can be a useful tool to “smooth” out the property tax levy. The Town began to undertake a complete review of its funds as to when it should establish one, how to establish, and how much to annually contribute. The Planning Board continues to recommend annual contributions to the capital reserve accounts and the percentage ceiling for capping the total capital year expenditures on an on-going basis as outlined in the **Milton CIP-Establishing Fiscal Wellness document**.

PLANNING BOARD COMMENTARY ON 2020 CAPITAL PROJECTS

We want to thank everyone who worked through the process and the myriad of requests, questions and discussions. We also thank those in the Milton Community who have shown interest and taken the time to ask questions which has helped to make a better recommended Plan.

The Planning Board recommends approving this recommended program that provides annual appropriations for needed Capital expenses. Considering our goal to keep year on year increases below 3%, looking backward one year while planning forward five years should be a key component of the program work annually. These recommendations are less than the previous year.

The Planning Board recommendations are grouped into Priority Classifications as identified previously in this report and on the CIP Spreadsheet. Projects identified as priority 1 (Urgent Need – immediately for health and safety needs) and Priority 2 (Justified Need – to maintain basic level and quality of services) are not included in this commentary as they are fully supported and recommended by the Planning Board. We may provide comments on lesser ranked priority items only, such as Priority 3 (Desirable-to improve quality & level of service), Priority 4, and Priority 7 (Not Recommended). In some cases, Priority 4 (Unprogrammed – not enough info provided to evaluate need) has been used. Our desire is to obtain the missing information to properly classify each project and give it full consideration vs. all other projects before us.

Priority Code 4: Unprogrammed-Not Enough Info Provided to Evaluate Need

There are no Priority Code 4 for 2020 as the Board was satisfied that they were given all the information needed to make an assessment and rating of the projects submitted.

Priority Code 7: Not Recommended

The recommendation bullets above show that there are no “not recommended” projects, however, several projects are recommended for no funding this year, to resume in 2021, predicated on the idea that most if not all of the equipment or vehicles being saved up for replacement in the future can continue useful life for an additional year. Some are recommended for funding reductions in order to achieve what the Board considers a reasonable total funding cap given the financial climate in Town and the inability to continue to use unexpended fund balance funds for fiscal health reasons.

2020-2025 CAPITAL PROJECTS YEAR-MASTER PLAN TIE-IN SHEET

FINAL 9-16-2019

Dept.	Project	Master Plan Tie-in?	Chapter	Page, Section	Strength
LIBRARY	2025 Library Parking Lot Paving	yes	2.3	p.74, impl strat	Normal
LIBRARY	2028 Library ADA Second Floor Access	yes	2.3	p.74, impl strat	Normal
LIBRARY	2020 Library Renovation Project Final Phase Mansard Roof	yes	2.3	p.74, impl strat	Strong
All Depts	Technology Upgrades	yes	Part 1	p.4, para. 1	Strong
All Depts	Geographic Information System 5-year plan datasets	yes	2.1	p.9, no.14	Strong
DPW	Road Construction	Yes	2.5	p.43	Strong
DPW	2015 John Deere 670G Grader lease	Yes	2.5	p.43, para 1	Strong
DPW	Skid Steer Replacement w/quick attach snow blower, bucket, forks & sweeper	Yes	2.5	p.43, para 2	Normal
DPW	Pay-Loader Replacement w/ forks	Yes	2.5	p.43, para 2	Normal
DPW	1-Ton Pickup w/Plow and Sander	Yes	2.5	p.43, para 1	Strong
DPW	3 Ton Equipment Trailer	Yes	2.5	p.43, para 1	Normal
DPW	10 Ton Equipment Trailer	Yes	2.5	p.43, para 1	Strong
DPW	2029 Ford F-250 Pickup w/plow	Yes	2.5	p.43, para 1	Strong
DPW	2027 & 2028 Ford F-250 Pickup truck w/plow	Yes	2.5	p.43, para 1	Strong
DPW	Excavator	Yes	2.5	p.43, para 2	Normal
DPW	Roll off truck	Yes	2.5	p.43, para 2	Normal
DPW	Transfer Station Building	Yes	2.6	p.44	Normal
DPW	DPW Garage/ engineering	Yes	2.6	p.44	Normal
DPW	Replace Maine-NH Bridges 2026 (CRF)	Yes	2.5	p.43, para 1	Strong
DPW	Ford 5000 Tractor w/boom mower	Yes	2.5	p.43, para 2	Normal
DPW	Bandit Woodchipper	Yes	2.5	p.43, para 2	Normal
DPW	3 Dump Trucks w/Plows & Sanders (lease)	Yes	2.5	p.43, para 1	Strong
DPW	Dawson-Silver Improvement Project	Yes	2.5	p.43, para 1	Strong
DPW	Bolan Road Reconstruction Project (Dept. ranks this a low priority)	Yes	2.5	p.43, para 1	Strong
FIRE	2029 Replacement of Engine 3 Pumper (CRF)	yes	Part 1	p.4, para 3	Strong
FIRE	2025 Replacement of Engine 2 Pumper (CRF) funding start after 2025	yes	Part 1	p.4, para 3	Strong
FIRE	2020 Replacement of Truck 1-Ladder used (or CRF if unable to buy the used)	yes	Part 1	p.4, para 3	Normal
FIRE	2021 Replacement of Engine 4-Pumper/Tanker (2020 CRF and subsequent Lease)	yes	Part 1	p.4, para 3	Strong

Dept.	Project	Master Plan Tie-in?	Chapter	Page, Section	Strength
FIRE	Replacement of Engine 3-Pumper (2029)	yes	Part 1	p.4, para 3	Normal
FIRE	2020 Replacement of Car 1 (CRF)	yes	Part 1	p.4, para 3	Normal
POLICE	Taser X2 and Axon Camera replacement	yes	part 1	p.4, para 3	Normal
POLICE	Police Cruiser Replacement Car 1	yes	part 1	p.4, para 3	Normal
POLICE	Police Cruiser Lease Cars 3,4,5	yes	part 1	p.4, para 3	Normal
REC	Beach Restoration	Yes	2.6	p.44	Normal
SEWER	Sewer Utility Capacity & Expansion Analysis Study	Yes	2.6	p.44	Strong
WATER	Water Utility Capacity & Expansion Analysis Study	Yes	2.6	p.44	Strong
TPPA	European Nyiad Eradication Milton Three Ponds	Yes	2.2	p.23	Normal
SCHOOL	2020 Eng./Design New Fire Alarm System-Nute & MES	yes	2.6	p.82, implem.strat.	Normal
SCHOOL	2020 Eng./Design two New Air Handler Systems- MES	Yes	2.6	p.82, implem.strat.	Normal
	BOLD PROJECTS CURRENT CAPITAL YEAR	Categories:	Weak	Normal	Strong

Town of Wilson Department of Public Works Fleet 2019

Year	Type	No.	Make/Model	Cycle	2016 Replacement Cost	ARC	Remaining Years	Proj. Replacement yr.
2015	Dump truck	1	IHC 7400	7	\$160,000.00	\$22,857.14	3	2022
2015	Dump truck	2	IHC 7400	7	\$160,000.00	\$22,857.14	3	2022
2015	Dump truck	3	IHC 7400	7	\$160,000.00	\$22,857.14	3	2022
2011	Dump truck	5	IHC 7400	7	\$160,000.00	\$22,857.14	3	2022
2019	Pick up	1	F-250	10	\$40,000.00	\$4,000.00	10	2029
2018	Pick up	1	F-250	10	\$40,000.00	\$4,000.00	9	2028
2016	Pick up	1	F-250	10	\$40,000.00	\$4,000.00	8	2027
2014	Pick up	1	F-250	10	\$40,000.00	\$4,000.00	5	2024
2013	1-Ton truck	1	F-350	10	\$50,000.00	\$5,000.00	4	2023
2008	Roll Off	1	Mack GU713	20	\$148,000.00	\$7,400.00	9	2028
2015	Loader	1	John Deere 524K	15	\$124,000.00	\$8,266.67	11	2030
2015	Grader	1	John Deere 670G	25	\$235,000.00	\$9,400.00	21	2040
1998	Excavator	1	Cat M318	20	\$125,000.00	\$6,250.00	-1	2018
2011	Skid Steer	1	Cat 236	20	\$36,000.00	\$1,800.00	12	2031
1994	Bandit chipper	1	brush bandit 150	30	\$20,000.00	\$666.67	5	2024
1992	mower tractor	1	Ford 5000	30	\$50,000.00	\$1,666.67	10	2029
2005	Equipment trailer	1	anderson 22000gww	15	\$15,000.00	\$1,000.00	6	2025
2000	utility trailer	1	anderson 6000 gvw	15	\$6,000.00	\$400.00	-4	2015
Total						\$149,278.57		

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

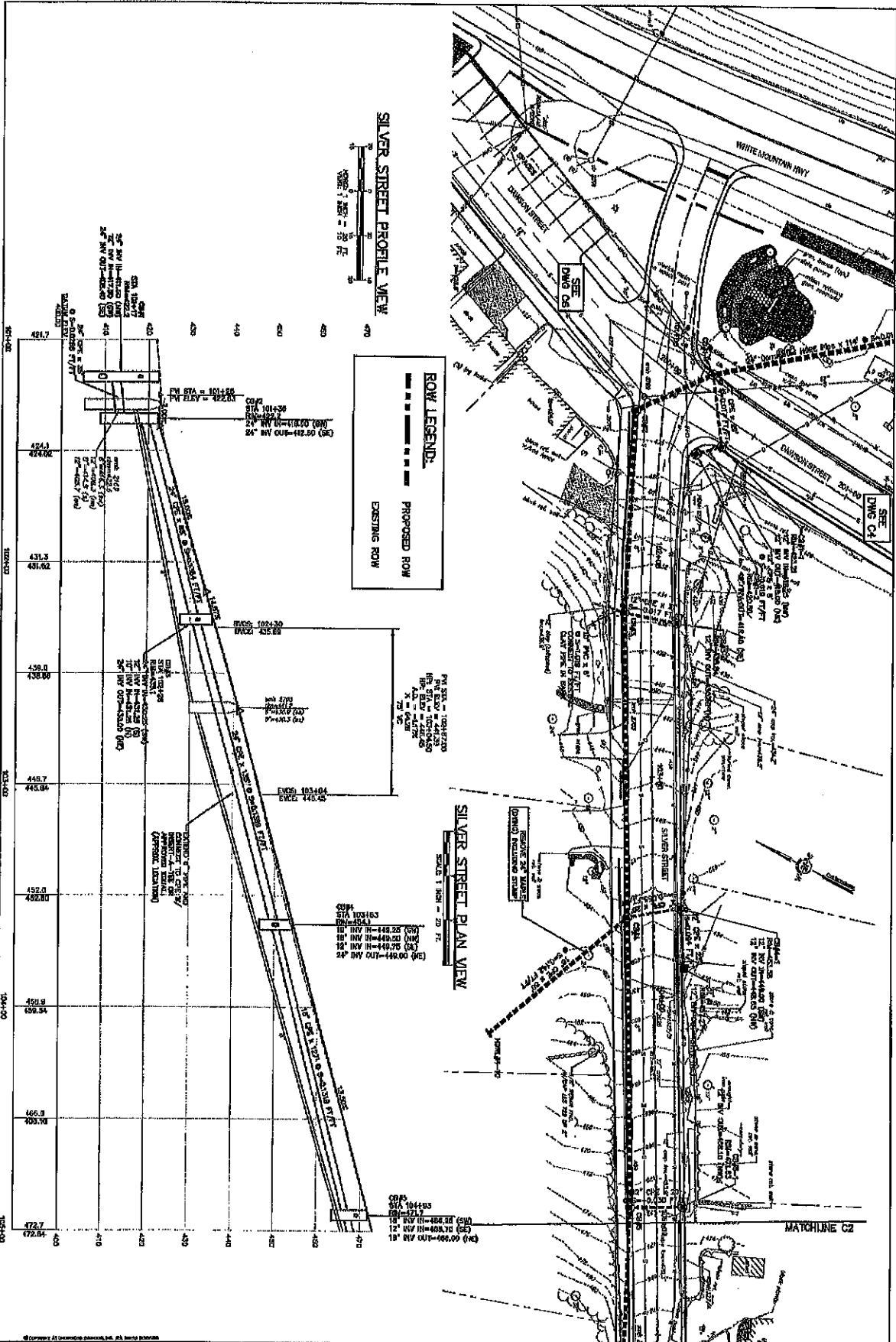
Department & Activity <u>Public Works</u>		Date Prepared <u>7/17/2019</u>																											
Contact Person <u>Pat Smith</u>		Phone Number <u>(603) 652-8891</u>																											
1. Project Title <u>Bolan Road Reconstruction</u>		2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program																											
3. Department Priority <u>Low</u>																													
4. Location <u>Bolan Road, Milton NH</u>																													
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6. Justification & Useful Life Improve road base and drainage, upgrade from dirt to paved road.																													
7. Cost & Recommended Sources of Financing																													
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TOTAL SIX YEARS	<u>300,000</u>																												
After Sixth Year																													
If adjusted for inflation, indicate adjustment percentage here: _____ *Interest cost not included.																													
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)																											
Direct Costs personnel: number _____ \$ amount _____ purchase of service <u>147,000</u> materials & supplies <u>139,000</u> equipment purchases _____ utilities _____ other _____ Subtotal () <u>286,000</u>		taxes _____ other income _____ Subtotal _____ gain from sale of replaceable assets _____ Total _____																											
Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost _____		10. Submitting Authority																											
		Submitted by _____ Date _____ Position _____ Signature _____																											
		11. Reserved																											

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Public Works</u>		Date Prepared <u>7/17/2019</u>
Contact Person <u>Pat Smith</u>		Phone Number <u>(803) 692-9891</u>
1. Project Title <u>Bolan Road Reconstruction</u>		2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program
3. Department Priority <u>Low</u>		
4. Location <u>Bolan Road, Milton NH</u>		
5. Description Cut trees & stumps, box cut right of way, approximately 30' width installed drainage where needed, replace unsuitable materials with 18" of 6" - bank run 8" of 3/4" crushed gravel and pave. 7125ft road 5.a. Describe Alternatives Considered:		
6. Justification & Useful Life Improve road base and drainage, upgrade from dirt to paved road.		
7. Cost & Recommended Sources of Financing		
	BUDGET FY	TOTAL*
Program year FY <u>2025</u>	<u>125,875</u>	<u>125,875</u>
Program year FY <u>2026</u>	<u>125,875</u>	<u>125,875</u>
Program year FY <u>2027</u>	<u>125,875</u>	<u>125,875</u>
Program year FY <u>2028</u>	<u>125,875</u>	<u>125,875</u>
Program year FY <u>2029</u>	<u>125,875</u>	<u>125,875</u>
Program year FY <u>2030</u>	<u>125,875</u>	<u>125,875</u>
TOTAL SIX YEARS	<u>755,250</u>	<u>755,250</u>
After Sixth Year		
RECOMMENDED SOURCES OF FINANCING		
	<u>Taxes</u>	
	<u>"</u>	
	<u>"</u>	
	<u>"</u>	
	<u>"</u>	
	<u>"</u>	
If adjusted for inflation, indicate adjustment percentage here: _____		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		taxes _____
personnel: number _____		other income _____
\$ amount _____		Subtotal _____
purchase of service <u>441,000.00</u>		gain from sale of _____
materials & supplies <u>314,250.00</u>		replaceable assets _____
equipment purchases _____		Total _____
utilities _____		
other _____		
Subtotal () <u>755,250.00</u>		
Indirect Operating Costs		10. Submitting Authority
fringe benefits _____		Submitted by _____ Date _____
general admin. Costs _____		Position _____
other _____		Signature _____
Subtotal () _____		
Total Operating Cost _____		
Debt Service (P&I) _____		
Total Operating Cost _____		11. Reserved

FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment

Department & Activity <u>Department of Public Works</u>		Date Prepared <u>April 24, 2019</u>
Contact Person <u>Pat Smith</u>		Phone Number <u>652-9891</u>
1. Project Title <u>Dawson & Silver St Improvements</u>		2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new Item to the program <input type="checkbox"/> Delete an Item In a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program
3. Department Priority <u>High</u>		
4. Location. <u>Intersection of Rt. 125, Dawson, and Silver St.</u>		
5. Description. <u>Construct Safer sidewalks, safer intersection, and create 10 new off street parking spaces. Construct underground drainage structures</u>		
5.a. Describe Alternatives Considered: <u>There is no reasonable alternative</u>		
6. Justification & Useful Life. <u>Mitigate flooding, safer intersection and traffic flow, safer pedestrian traffic. Provide needed village area parking especially during winter months</u>		
7. Cost & Recommended Sources of Financing		
	BUDGET FY	TOTAL*
	Program year FY <u>2019</u>	<u>\$250,000</u>
	Program year FY <u>2020</u>	<u>\$733,000</u>
	Program year FY _____	_____
	Program year FY _____	_____
	Program year FY _____	_____
	Program year FY _____	_____
	TOTAL SIX YEARS	<u>\$983,000</u>
	After Sixth Year	_____
RECOMMENDED SOURCES OF FINANCING		
	Program year FY <u>2019</u>	<u>reserve \$250,000.00 from Road Construction warrant</u>
	Program year FY <u>2020</u>	<u>possible use of unused general fund/ possible bonding</u>
	Program year FY _____	_____
	Program year FY _____	_____
	Program year FY _____	_____
	Program year FY _____	_____
If adjusted for inflation, indicate adjustment percentage here: _____		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		
personnel:	number _____	taxes _____
	\$ amount _____	other income _____
Purchases of services	\$983,000.00	Subtotal _____
materials & supplies	_____	gain from sale of
equipment purchases	_____	replaceable assets _____
utilities	_____	Total _____
other	_____	
Subtotal	() _____	
Indirect Operating Costs		10. Submitting Authority
fringe benefits	_____	Submitted by <u>Pat Smith</u> Date <u>April 24, 2019</u>
general admin. Costs	_____	Position <u>Director of Public Works</u>
other	_____	Signature _____
Subtotal	() _____	11. Reserved
Total Operating Cost	_____	
Debt Service (P&I)	_____	
Total Operating Cost	_____	



SILVER STREET
DAWSON & SILVER ST IMPROVEMENTS
 TOWN OF MILTON
 MILTON, NEW HAMPSHIRE



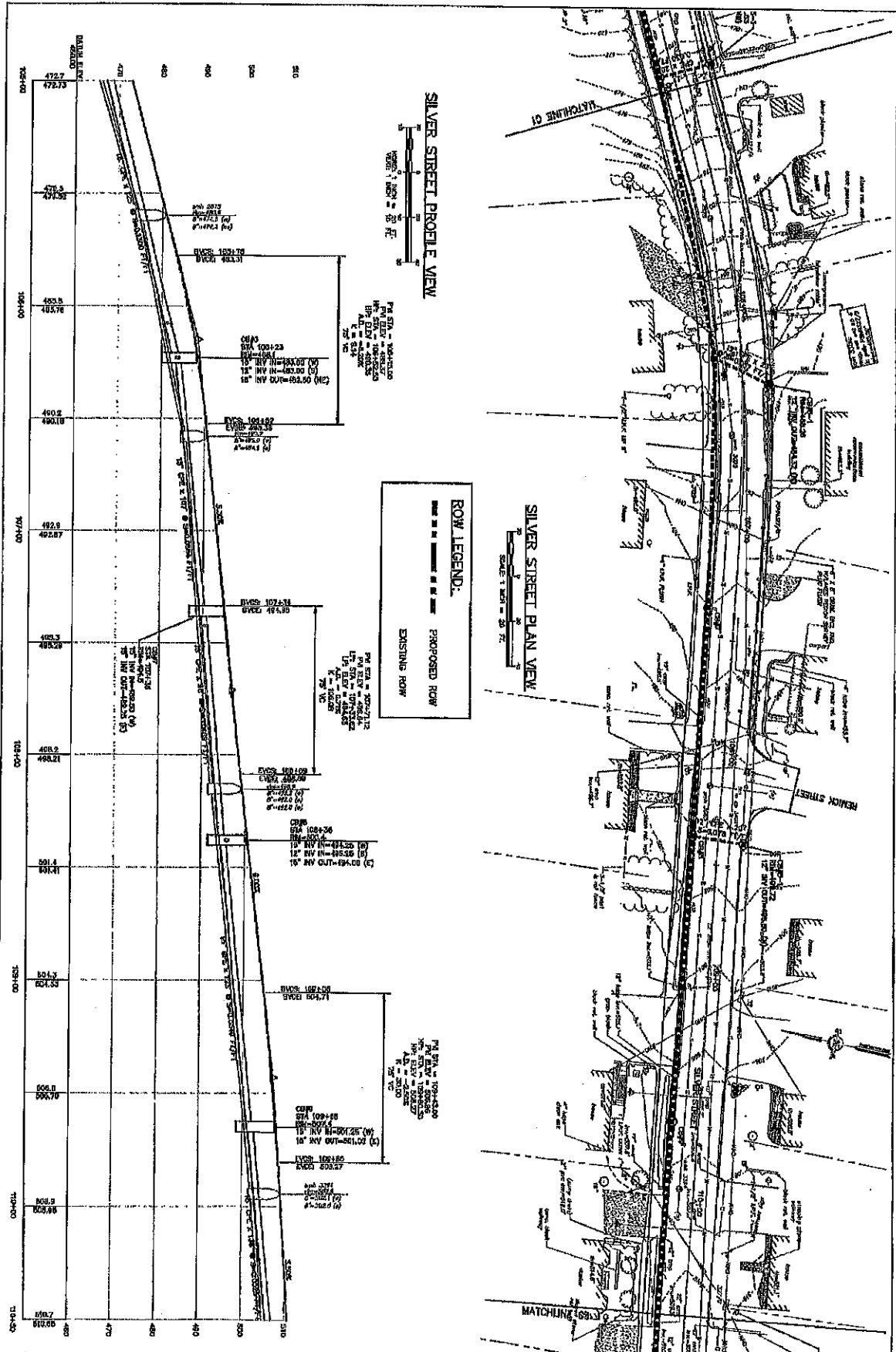
26 Vaughan Mtn, Portsmouth, N.H. 03801
 Tel: 603-436-8192 Fax: 603-431-4733

90% SUBMITTAL
 APRIL 2019
 NOT FOR CONSTRUCTION

Drawn/Checked/Designed/Approved/Scale: 1/8"=1'-0"

NO.	REVISIONS	APPROV

ISSUE FOR	APPROVAL



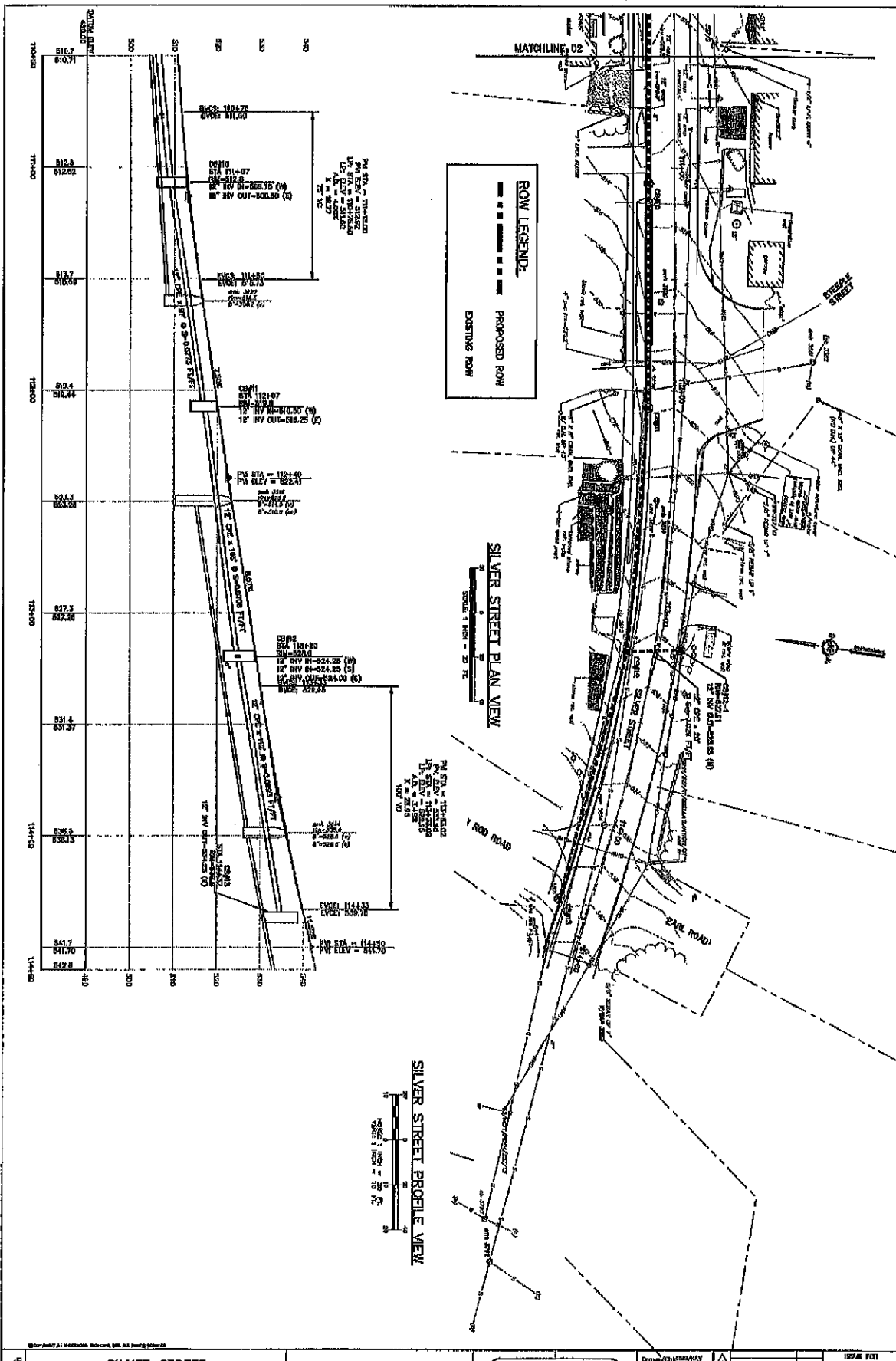
SILVER STREET
DAWSON & SILVER ST IMPROVEMENTS
TOWN OF MILTON



90% SUBMITTAL
APRIL 2018
NOT FOR CONSTRUCTION

Drawn/Checked/AMM	△
Design/.../510	△
Approved/.../4/2018	△
Book No.	△
Project No. 2012	△
Dep. No. 2012.25	△

ISSUE FOR APPROVAL	
Date	By
CONSTRUCTION	
Date	By
RECORD DRAWING	
Date	By



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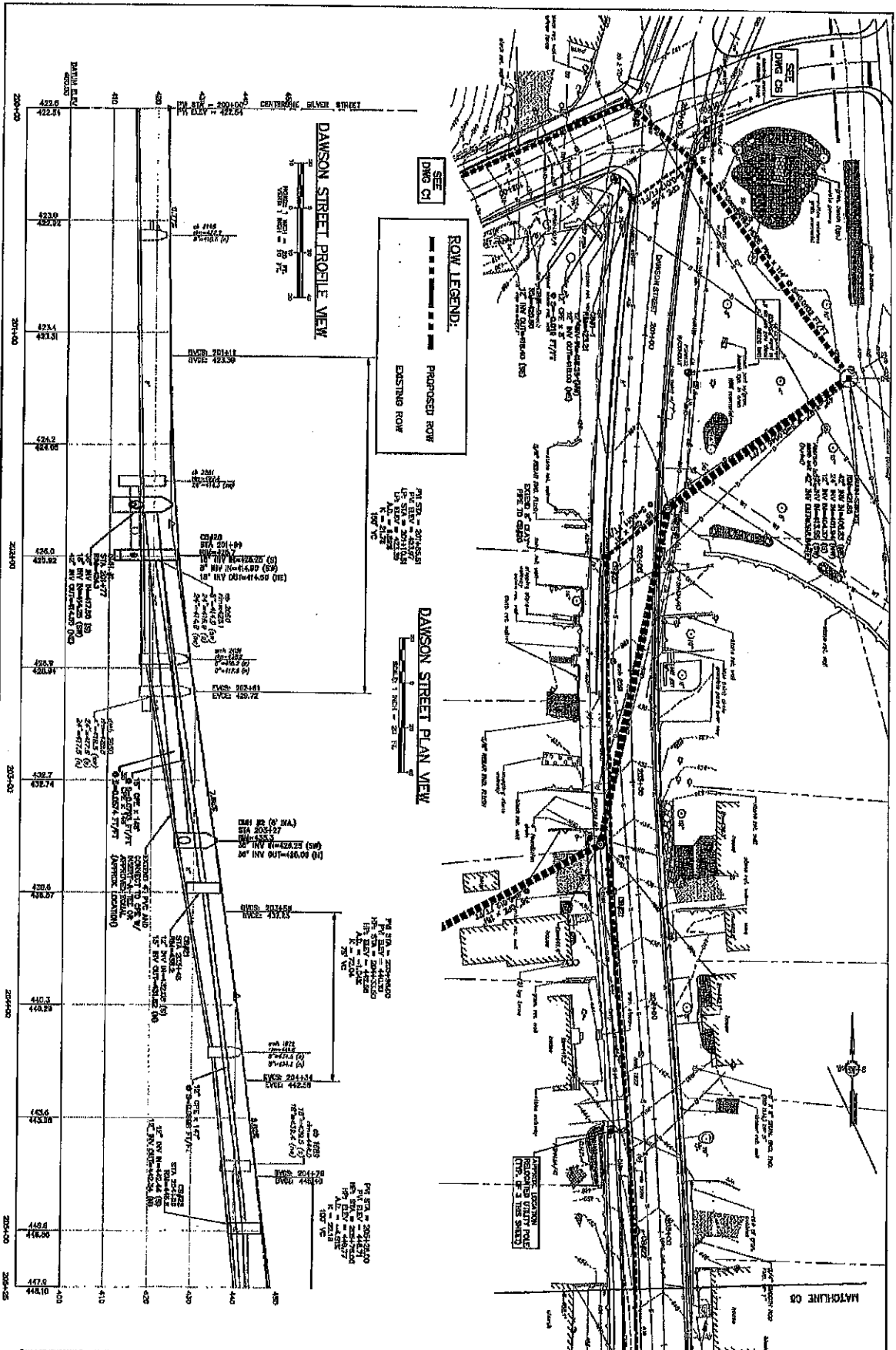
SILVER STREET
 DAWSON & SILVER ST IMPROVEMENTS
 TOWN OF MILTON
 MILTON, NEW HAMPSHIRE



25 Houghton Hill, Portsmouth, N.H. 03801
 Tel. 603-436-0102 Fax. 603-436-4733

90% SUBMITTAL
 APRIL 2019
 NOT FOR CONSTRUCTION

Drawn/Checked/Reviewed/Approved	DATE	ISSUE/FREE
DATE	APPROVAL	
DATE	CONSTRUCTION	
DATE	REVISIONS	

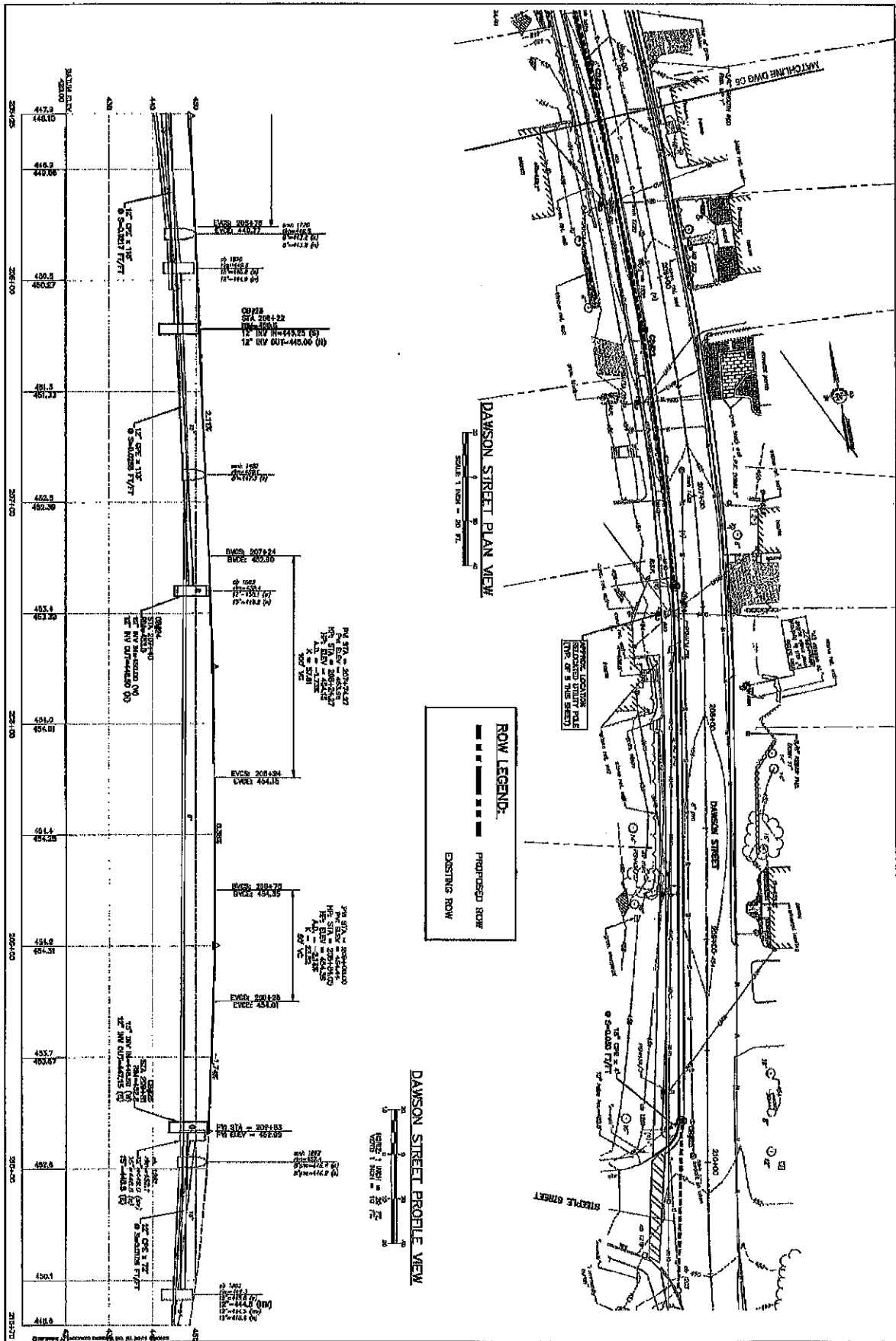


DAWSON STREET
DAWSON & SILVER ST IMPROVEMENTS
TOWN OF MILTON

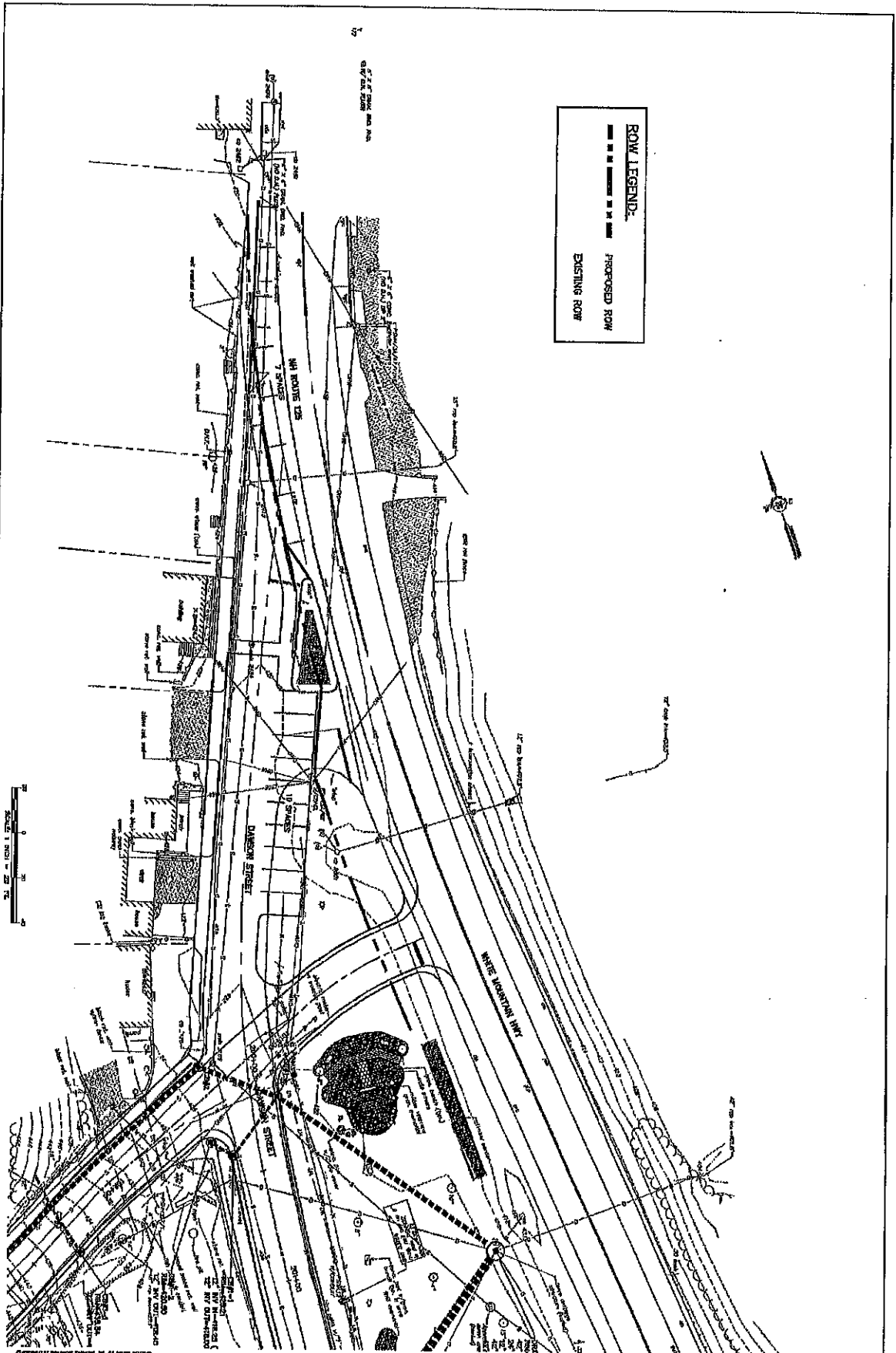


90% SUBMITTAL
 APRIL 2019
NOT FOR CONSTRUCTION

Drawn/Checked/By	MD	APPROVAL	DATE
Designed	MD	By	
Checked	MD	DATE	
Approved		CONSTRUCTION	DATE
Date	4/16/19	By	
Drawn by	MD	RECORD DRAWING	
Project No.	2262		
Rev. No.	001		



<p>DAWSON STREET DAWSON & SILVER ST IMPROVEMENTS TOWN OF MILTON MILTON, NEW HAMPSHIRE</p>	<p>UNDERWOOD Engineering</p> <p>26 Vaughan Mill, Portsmouth, N.H. 03801 Tel. 603-436-8182 Fax. 603-431-4733</p>	<p>80% SUBMITTAL APRIL 2019 NOT FOR CONSTRUCTION</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td>Drawn/CA/RYD/AMV</td><td>△</td></tr> <tr><td>Checked/AMV</td><td>△</td></tr> <tr><td>Approved/AMV</td><td>△</td></tr> <tr><td>Scale/AS SHOWN</td><td>△</td></tr> </table>	Drawn/CA/RYD/AMV	△	Checked/AMV	△	Approved/AMV	△	Scale/AS SHOWN	△	<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td colspan="2">ISSUE FOR:</td></tr> <tr><td>APPROVAL</td><td>By</td></tr> <tr><td>Date</td><td>By</td></tr> <tr><td colspan="2">CORRECTIONS</td></tr> <tr><td>Date</td><td>By</td></tr> <tr><td colspan="2">RECORD DRAWING</td></tr> <tr><td>Date</td><td>By</td></tr> </table>	ISSUE FOR:		APPROVAL	By	Date	By	CORRECTIONS		Date	By	RECORD DRAWING		Date	By
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Checked/AMV	△																									
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Scale/AS SHOWN	△																									
ISSUE FOR:																										
APPROVAL	By																									
Date	By																									
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RECORD DRAWING																										
Date	By																									



PROPOSED SITE PLAN
DAWSON & SILVER ST IMPROVEMENTS
TOWN OF MILTON
 MILTON, NEW HAMPSHIRE

UNDERWOOD
 engineers
 25 Vaughan Mtn, Portsmouth, NH, 03801

90% SUBMITTAL
 APRIL 2019
NOT FOR CONSTRUCTION

Drawn/AM/2019/197	△
Designed - SIB	△
Checked - SIB	△
Approved - [Signature]	△
Date - 4/20/19	△
Book No.	△
Project No. 2018	△
Drawn By - [Signature]	△

ISSUE FOR:	
APPROVAL:	
By:	
CONSTRUCTION:	
By:	
RECORD DRAWN:	

National Engineering & Testing Services

148 West River Street, Suite 1E (2nd Floor), Providence, RI 02904

The sole purpose of this examination and test is to determine that the aerial device identified in the Agreement conforms to the appropriate provisions of Chapter 19 of the National Fire Protection Association (NFPA) Standard No. 1911, "Standard for the Inspection, Maintenance, Testing and Retirement of In-Service Automotive Fire Apparatus" 2007 Edition. Visual inspection called for in the 1911 Standard may be supplemented by the following nondestructive testing (NDT) techniques as appropriate for the material involved:

1. Ultrasonic Inspection, as outlined in ASTM E114 and E797.
2. Magnetic Particle Inspection, as outlined in ASTM E709.
3. Dye Penetrant Inspection, as outlined in ASTM E165.
4. Hardness Inspection, as outlined in ASTM B648.

All steel structural weldments shall be inspected for compliance with the American Welding Society (AWS) Standard D1.1, "Structural Welding Code-Steel." All aluminum structural weldments shall be inspected for compliance with (AWS) Standard D1.2, "Structural Welding Code-Aluminum."

The information provided in this report is the result of the specific inspection and testing procedures conducted by **NATIONAL ENGINEERING & TESTING SERVICES ("NETS")** on the equipment and identified herein, as limited by the scope of work authorized by the customer (the "Test Results"). The Test Results reflect only the conditions of the components tested or inspected within the scope of work authorized. We have reviewed neither the maintenance records nor the actual use of the equipment before or after the date of inspection or testing. **NO ATTEMPT HAS BEEN MADE AND NO INFORMATION IS RENDERED WITH RESPECT TO ANY CONDITIONS OF THE EQUIPMENT OR ANY COMPONENT OTHER THAN AS EXPRESSLY STATED IN THE WRITTEN TEST RESULTS. SPECIFICALLY, BUT WITHOUT LIMITATIONS, NO INFORMATION, TESTING OR INSPECTION SERVICES ARE RENDERED CONCERNING EQUIPMENT DESIGN, SUITABILITY OF THE EQUIPMENT FOR ANY PARTICULAR PURPOSE, OR THE FUTURE SERVICEABILITY OF THE EQUIPMENT. THE TEST RESULTS TEST RESULTS SAFE OR SERVICEABLE, AS A WHOLE.**

The information provided in this report is not substitute for proper use, maintenance, modification, inspection and repair of the equipment which remains the sole responsibility of the owner/operator of the equipment, who shall assure safe operation of the equipment within its intended limitation. Furthermore, nothing in the Test Results should be construed as a recommendation for corrective action and NETS responsibility of the owner/operator and it is hereby expressly excluded from the scope of the work performed by NETS. The Test Results are intended solely for informational purposes of the customer and should not be utilized or relied upon by any person.

A certificate of completion will be issued upon the completion of the inspection and repair of any defects that may affect certification. These defects will be listed as affecting certification on the summary page of your inspection report.

A load test must be conducted successfully on any item that requires load-bearing components to be removed or replaced before certificate can be issued. On all other defects, after repairs have been completed in accordance with manufacturer's guidelines, please complete the letter of certification and return to us.

We certainly appreciate the opportunity to be of service to you and your department. If you have any questions or need additional information, please do not hesitate to contact us at 401-477-6343.

National Engineering & Testing Services

148 West River St, Suite 1E (2nd Floor), Providence, RI 02904

Test Results

Customer MILTON FIRE DEPARTMENT
 Unit# LADDER- 1

Date FEB.6 2019

OPERATIONAL TEST / LOAD TEST / DRIFT TEST					
Engine R.P.M.	<u>1700</u>	Hydraulic pressure	<u>2600</u>	P.S.I.	
Maximum Reach	<u>100</u>	Maximum Height	<u>106</u>		
Drift Test Start Time	<u>10.20AM</u>	Stop Time	<u>11:20AM</u>		
DRIFT TEST					
Hydraulic Oil at Ambient Temperature					
OUTRIGGER:	Front Left	<u>1/8"</u>	Front Right	<u>1/8"</u>	
	Rear Left	<u>1/4"</u>	Rear Right	<u>3/16"</u>	
LIFT CYLINDER:	Ladder or Lower Boom	<u>1/4"</u>			
	Upper Boom	<u>N/A</u>			
	Extension Cylinder	<u>1"</u>			
OPERATIONAL TEST - AERIAL LADDERS / ELEVATING PLATFORM					
	<u>Actual</u>		<u>Allowed</u>		
Set Outriggers	<u>34</u>	Seconds			
Raise Ladder 60°	<u>20</u>	Seconds			
Complete Rotation	<u>104</u>	Seconds			
Fully Extend	<u>23</u>	Seconds			
Complete Test *	<u>55</u>	Seconds	<u>60</u>	Seconds	
Load Test	<u>0</u>	° at <u>200</u> lbs.	<u>60</u>	° at <u>400</u> lbs.	
* Raise Ladder 60°, Rotate 90°, and Fully Extend					
OPERATIONAL TEST - ARTICULATING BOOM					
	<u>Actual</u>		<u>Allowed</u>		
Set Outriggers	<u>N/A</u>	Seconds			
Raise Ladder 60°	<u> </u>	Seconds			
Complete Rotation	<u> </u>	Seconds			
Fully Extend	<u> </u>	Seconds			
Complete Test **	<u> </u>	Seconds	<u> </u>	Seconds	
Stability Test Load	<u> </u>	lbs.			
** Raise Lower Boom 90°, Raise Platform to Maximum Height, and Rotate 90°					

National Engineering & Testing Services
 148 West River St, Suite 1E (2nd Floor), Providence, RI 02904

AREA OF COVERAGE

Customer MILTON FIRE DEPARTMENT
 Unit # LADDER-1 Date FEB.6 2019

ULTRASONIC INSPECTION			
Kind of U.T. Machine	<u>PANAMETRICS.</u>	Transducer MHz.	<u>.0125/ 50 MH</u>
MAGNETIC PARTICLE TEST			
Type of MT Machine	<u>PARKER</u>	Amps. <u>10</u>	DC or AC
DYE PENETRANT TEST			
Name of Penetrant	<u>ZYGLO</u>	Cleaner Batch#	Temperature <u>38</u> °F
Penetrant Batch #		Penetrant Dwell Time	Developer Batch #
			Developer Dwell Time
HARDNESS TEST			
Type of Hardness Tester	<u>BARBER COLEMAN</u>	Lowest Acceptable Reading	<u>68</u>
AREA OF COVERAGE			
Comments			

UT = Ultrasonics MT = Magnetic Particle PT = Liquid Penetrant HT = Hardness Test

National Engineering & Testing Services
 148 West River St, Suite 1E (2nd Floor), Providence, RI 02904

CUSTOMER MILTON FIRE DEPARTMENT

UNIT NO. LADDER-1

DATE FEB.6 2019

DEFFECTS SUMMARY

(Page 1 of 2)

1	II	BOTH FRONT OUTRIGGERS MOUNTING BOLTS TO FRAME RAIL ARE LOOSE , RIGHT SIDE HAS [1] BOLT SPINNING BY HAND ALL NEEDS TO BE TIGHTENED ASAP.
2	II	FLY SECTION 26TH AND 27TH RUNGS RUBBER TREADS MISSING METAL CLIPS ALSO TIP OF FLY ELETRICAL WIRE SHOULD BE WIRE TIED TO SECURE FROM SNAGING
3	II.	2ND SECTION 11TH RUNG HAS TORN RUBBER TREAD.AND FLY SECT. TOP RUNG TREAD IS TORN
4	II	2ND SECTION 14TH RUNG R/S SLIDE BLOCK WEAR PAD IS CRACKED.
5	II	LEFT FRONT OUTRIGGER PAD IS MISSING STOP BLOCK PAD MAY SLIDE OFF. NEEDS STOP BLOCK TO SECURE. PAD MAY BE RUSTED ON. NOTED.
6	II.	2ND SECTION 15TH RUNG LEFT SIDE SIDE WEAR PAD SHIMS NEED TO BE ADJUSTED.
7	III	TIP OF BASE SECTION R/S EXTENSION CABLE ADJUSTING ROD JAM NUT LOOSE . NEEDS TO BE TIGHTENED.
8	III.	TIP OF BASE SECTION 3RD SECTION EXTENSION CABLE HAS [1] BROKEN WIRE ON BOTH SIDES ABOVE SHEAVE TIP OF BASE SECTION L/S CABLE WAS MARKED WITH TAPE. ALSO CABLES SHOW SURFACE RUSTED AREAS WHERE THEY SIT ON SHEAVES. CLEAN.
9	N	FLY SECTION 20TH RUNG LEFT SIDE HANDRAIL VERTICAL SUPPORT LACING HAS SMALL DENT.
10	III	TIP OF FLY SECTION BOTH SPOT LIGHTS NOT WORKING AND ARE LOOSE.
11	III.	BOTTOM OF BASE SECTION AND 2ND SECTION SMALL GREY POWER CORD HAS NUMEROUS AREAS OF OUTER JACKET ARE DAMAGED AND CUT. NEEDS PROTECTION.

Unit Number LADDER- 1

DEFECTS SUMMARY

(page 2 of 2)

12	III	TOP OF TRUCK HYDRAULIC TANK IS MISSING TYPE LABEL. HYDRAULIC OIL ONLY.
13	III	INSIDE CAB TRUCK TRAVEL HEIGHT LABEL IS MISSING
14	N	3RD AND FLY SECTION RAILS SHOWING SLIGHT BEND TOWARDS LEFT SIDE MONITOR.
15	III.	ALL OUTRIGGERS ARE MISSING CAUTION CRUSH HAZARD WARNING LABELS.
16	III	CAB BOTH CORNER MOUNTED SPOT LIGHTS NOT WORKING L/S BULB RACKED
17	III	LEFT FRONT AND RIGHT REAR OUTRIGGER LIFT STIFF LEGS 3RD LOCKING HOLE DENTED.
18	III.	LADDER LIFT CYLINDERS ARE OUT OF SYNC.. THE RIGHT SIDE CYLINDER BOTTOMS OUT BEFORE THE LEFT SIDE CYLINDER.
19	III.	LADDER OPERATES QUICKER RIGHT THAN LEFT. WRITTEN ON PREVIOUS REPORTS. 360 DEGREES RIGHT TAKES 71 SECONDS. 360 DEGREES LEFT TAKES 108 SECONDS.
20	III.	BOTH REAR OUTRIGGER GROUND LIGHTS NOT WORKING AND LEFT FRONT IS ALSO NOT WORKING.
21	III.	THE BOTTOM OF THE HYDRAULIC SWIVEL IS WET , POSSIBLY FROM LOWER SEAL. MONITOR.
22	N	RIGHT SIDE COMPARTMENT 16 HELPER CYLINDER WEAK. L/S #4 LIGHT OUT #2 CHAIN NOT SECURED.
23	III.	BOOM PIVOT PINS/ BUSHINGS ARE SHOWING WEAR, KEEP LIFT CYLINDER AND BOOM PINS WELL LUBED.
22	III.	OUTRIGGER LOCKING PINS RIGHT FRONT, RIGHT REAR AND LEFT FRONT ARE NOT SECURED TO KEEPER CHAINS.
23	III.	REAR DIFFERENTIAL INPUT SHAFT SEAL WET WITH OIL.
24	III.	THE REAR AND BOTH SIDES OF THE TRANSMISSION ARE WET. AS WELL AS FRAME RAILS FROM LEAK ABOVE. CLEAN AND LOCATE LEAK.
25	III.	BOTH REAR SHOCK ASORBER BRACKETS TO THE FRAME ARE BENT, BOTH SIDES ARE GETTING CLOSE TO LEAF SPRINGS.
26	III.	1 BROKEN STACKING CLAMP AT THE LEFT FRONT LEAF SPRING.
27	III.	TIP OF 3RD SECTION 23RD RUNG HAS SMALL DENT.

- Manufacturer's recommendations as to frequent inspections and overhaul schedules must be followed to assure safe operation of this unit

***Category Classification**

- I. Items - Unit Shall Be Taken From Service
- II. Items That Will Affect Certification of Aerial Unit
- III. Items That Can Be Repaired at Regular Maintenance
- N. Items Noted for Information Purposes

Signature / Title _____ Date _____
 Report received by _____

The information provided in this report is the result of the specific inspection and testing procedures conducted by NATIONAL ENGINEERING & TESTING SERVICES ("NETS") on the equipment and identified herein, as limited by the scope of work authorized by the customer (the "Test Results"). The Test Results reflect only the conditions of the components tested or inspected within the scope of work authorized. We have reviewed neither the maintenance records nor the actual use of the equipment before or after the date of inspection or testing. NO ATTEMPT HAS BEEN MADE AND NO INFORMATION IS RENDERED WITH RESPECT TO ANY CONDITIONS OF THE EQUIPMENT OR ANY COMPONENT OTHER THAN AS EXPRESSLY STATED IN THE WRITTEN TEST RESULTS. SPECIFICALLY, BUT WITHOUT LIMITATIONS, NO INFORMATION, TESTING OR INSPECTION SERVICES ARE RENDERED CONCERNING EQUIPMENT DESIGN, SUITABILITY OF THE EQUIPMENT FOR ANY PARTICULAR PURPOSE OR THE FUTURE SERVICEABILITY OF THE EQUIPMENT. THE TEST RESULTS SHOULD NOT BE CONSTRUED AS STATEMENT THAT THE EQUIPMENT IS SAFE OR SERVICEABLE, AS A WHOLE.

The information provided in this report is not a substitute for proper use, maintenance, modification, inspection and repair of the equipment which remains the sole responsibility of the owner/operator of the equipment, who shall assure safe operation of the equipment within its intended limitation. Furthermore, nothing in the Test Results should be construed as a recommendation for corrective action and NETS has not and will not supervise corrective action of any condition found to exist, as such is the sole responsibility of the owner/operator and it is hereby expressly excluded from the scope of the work performed by NETS. The Test Results are intended solely for informational purposes of the customer and should not be utilized or relied upon by any person.

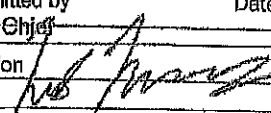
**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Fire Dept Tanker</u>		Date Prepared <u>5/20/19</u>
Contact Person <u>Nick Marique</u>		Phone Number <u>603-652-4201</u>
1. Project Title	<u>Replacment of Engine 4 2021</u>	2. Purpose of Project Request Form (Check One) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input checked="" type="checkbox"/> Modify a project already in the adopted program
3. Department Priority	<u>95 (2)</u>	
4. Location	<u>Fire Station</u>	
5. Description:	<u>Engine 4 will be replaced with a commercial cab tanker holding at least 2000 gallons of water and a 1500 gpm pump. The vehicle will be designed for water supply at structural and wildland fires. It will not function as a first response pumper as recommended in previous CIP programs. The vehicle will have a 2 person crew capacity. The reason for the change is related to the addition of Engine 2 to the fleet in the fall 2018 and an attempt to reduced the over all cost of the departments fleet.</u>	
5.a. Describe Alternatives Considered:	<u>Previously a larger combination pumper/tanker had been considered but the cost was to high. This modified approach will work now that a 4th pumper has been added to the departments fleet.</u>	
6. Justification & Useful Life	<u>Engine 4 was purchased used in 2003. Pumpers have an expected useful life of 26 years. Engine 4 is 30 years old and is beginning to show signs of body corrosion and mechanical failure. A new tanker will provide firefighters with a modern, safer apparatus with much needed additional water for larger fires. This vehicle will be designed with the equipment needed to provide an efficient and sustainable water supply.</u>	
7. Cost & Recommended Sources of Financing		
	BUDGET FY	TOTAL*
	Program year FY 2020	\$40,000
	Program year FY 2021	\$68,000
	Program year FY 2022	\$68,000
	Program year FY 2023	\$68,000
	Program year FY 2024	\$68,000
	Program year FY 2025	\$68,000
	TOTAL SIX YEARS	\$380,000
	After Sixth Year	
	RECOMMENDED SOURCES OF FINANCING	
	Add to existing CRF	
	Warrant Article for 5 year lease	
	Lease payment 2 of 5	
	Lease payment 3 of 5	
	Lease payment 4 of 5	
	Lease payment 5 of 5	
	If adjusted for inflation, indicate adjustment percentages here:	
	*Interest cost not included.	
8. Net Effects on Operating Costs (+/-)	9. Net Effect on Municipal Income (+/-)	
Direct Costs		Increase off set from radio lease ending
personnel:	number _____	Taxes in 2020: _____
	\$ amount _____	other income _____
purchase of service	_____	Subtotal _____
materials & supplies	_____	gain from sale of
equipment purchases	_____	replaceable assets _____
utilities	_____	Total _____
other	_____	
Subtotal	() _____	
Indirect Operating Costs		10. Submitting Authority
fringe benefits	_____	<u>Nick Marique</u> <u>5/20/19</u>
general admin. Costs	_____	Submitted by _____ Date _____
other	_____	Fire Chief _____
Subtotal	() _____	Position <u>Fire Chief</u>
Total Operating Cost	_____	Signature <u>Nick Marique</u>
Debt Service (P&I)	_____	11. Reserved
Total Operating Cost	_____	

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Fire Dept Ladder Truck</u>		Date Prepared <u>5/20/19</u>
Contact Person <u>Nick Marque</u>		Phone Number <u>603-652-4201</u>
1. Project Title Replace Ladder Truck		2. Purpose of Project Request Form (Check One) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input checked="" type="checkbox"/> Modify a project already in the adopted program
3. Department Priority <u>100 (1)</u>		
4. Location Fire Station		
5. Description The department is planning to replace a 1985 ladder truck purchased used from Somersworth. The Ladder Truck will be replaced with a comparable and affordable used vehicle 10-15 years old, depending on the used vehicle market at the time of purchase.		
5.a. Describe Alternatives Considered: The department has applied for an AFG grant 3 years. The 2018 results are still pending distribution. A new unit was considered but is cost prohibitive.		
6. Justification & Useful Life Department vehicles have a useful life of 25+ years. Currently the ladder is 34 years old. The vehicle does not meet modern safety standards and poses a risk to operate due to age and increased probability of failure. The vehicle is tested annually and is showing signs of end-of-life. The future passing of vehicle inspections is limited and increased annual maintenance costs are increasing.		
7. Cost & Recommended Sources of Financing		
BUDGET FY		RECOMMENDED SOURCES OF FINANCING
Program year FY 2020	\$150,000-\$200,000	Add \$25,000 to existing CRF balance to come from FD equipment and apparatus CRF.
Program year FY 2019	\$ 900,000	Balance of CRF contingent on pending 2018 AFG to replace SCBA.
Program year FY		Pending AFG grant for replacement as of May 20th 2019
Program year FY		
Program year FY		
TOTAL SIX YEARS		
After Sixth Year		
If adjusted for inflation, (indicate adjustment percentage here):		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		taxes <u>\$0 CRF funding from fund balance</u>
personnel:	number _____ \$ amount _____	other income _____
purchase of service	_____	Subtotal _____
materials & supplies	_____	gain from sale of _____
equipment purchases	_____	replaceable assets _____
utilities	_____	Total _____
other	_____	
Subtotal	() _____	
Indirect Operating Costs		10. Submitting Authority <u>Nick Marque</u> <u>5/20/19</u>
fringe benefits	_____	Submitted by _____ Date _____
general admin. Costs	_____	Fire Chief _____
other	_____	Position <u>Nick Marque</u>
Subtotal	() _____	Signature _____
Total Operating Cost	_____	11. Reserved
Debt Service (P&I)	_____	
Total Operating Cost	_____	

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Fire Dept Command Car</u>		Date Prepared <u>5/20/19</u>
Contact Person <u>Nick Marique</u>		Phone Number <u>603-652-4201</u>
1. Project Title Replacement of Car 1		2. Purpose of Project Request Form (Check One) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input checked="" type="checkbox"/> Modify a project already in the adopted program
3. Department Priority <u>85 (3)</u>		
4. Location Fire Station		
5. Description The vehicle to be replaced is a 2012 Chevy Tahoe utilized as a first response vehicle and command center for larger scaled incidents. Car 1 is holding up well and will taken on a year by year basis with the current plan to push it back to 2021.		
5.a. Describe Alternatives Considered: Alternatives include holding on to the vehicle as a secondary vehicle for travel to training events and dept buiness when the primary vehicle is being utilized.		
6. Justification & Useful Life The department utilizes this vehicle on a daily basis for emergency response and department buiness.		
7. Cost & Recommended Sources of Financing		
BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING
Program year FY 2018 \$15,000		Add to existing CRF
Program year FY 2019 \$5,000		Added to existing CRF
Program year FY 2020 \$5,000		Add to existing CRF
Program year FY 2021 \$15,000		Add to existing CRF
Program year FY _____		
Program year FY _____		
TOTAL SIX YEARS		
After Sixth Year		
If adjusted for inflation, indicate adjustment percentage here: _____		
*Interest cost not included.		
8. Net Effect on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		taxes <u>\$0 CRF funding from fund balance</u>
personnel: number _____	\$ amount _____	other income _____
purchase of service _____		Subtotal _____
materials & supplies _____		gain from sale of _____
equipment purchases _____		replaceable assets _____
utilities _____		Total _____
other _____		
Subtotal () _____		
Indirect Operating Costs		10. Submitting Authority
fringe benefits _____		<u>Nick Marique</u> <u>5/20/19</u>
general admin. Costs _____		Submitted by _____ Date _____
other _____		Position <u>Fire Chief</u>
Subtotal () _____		Signature 
Total Operating Cost _____		11. Reserved
Debt Service (P&I) _____		
Total Operating Cost _____		

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Fire Department Pumper</u>		Date Prepared <u>5/20/19</u>
Contact Person <u>Nick Marique</u>		Phone Number <u>803-862-4201</u>
1. Project Title Replacment of Engine 2- 2025		2. Purpose of Project Request Form (Check One)
3. Department Priority <u>80 (4)</u>		<input checked="" type="checkbox"/> Add a new Item to the program
4. Location <u>Fire Station</u>		<input type="checkbox"/> Delete an item in a year already a part the program
5. Description <u>Engine 2 was purchased used in the fall of 2018 with an expected useful life of 5 additional years. The new vehicle will be equipped with a 6 man cab 1000 gallon tank and a 1500 gpm pump. The new vehicle will respond as the primary response place from station 1 for the majority of incidents.</u>		<input type="checkbox"/> Modify a project already in the adopted program
5.a. Describe Alternatives Considered: <u>Used vehicles are an option but CRF funding for the next 5 years will remain consistant.</u>		
6. Justification & Useful Life <u>Engine 2 was purchased used in 2018, Pumpers have an expected useful life of 25 years. Engine 2 will be 31 years old at the time of projected replacment . A new pumper will relieve the current first response pumpers of primary response.</u>		
7. Cost & Recommended Sources of Financing		
BUDGET FY		TOTAL*
Program year FY <u>2020</u> <u>0</u>		RECOMMENDED SOURCES OF FINANCING
Program year FY <u>2021</u> <u>\$55,000</u>		<u>Add to existing CRF</u>
Program year FY <u>2022</u> <u>\$70,000</u>		<u>Add to existing CRF</u>
Program year FY <u>2023</u> <u>\$70,000</u>		<u>Add to existing CRF</u>
Program year FY <u>2024</u> <u>\$70,000</u>		<u>Add to existing CRF</u>
Program year FY <u>2025</u> <u>\$70,000</u>		<u>Warrant Article for 5 year lease</u>
TOTAL SIX YEARS		
After Sixth Year		
If adjusted for Inflation, indicate adjustment percentage here:		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		taxes <u>\$0-CRF funding from fund balance</u>
personnel: number _____		other income _____
\$ amount _____		Subtotal _____
purchase of service _____		gain from sale of _____
materials & supplies _____		replaceable assets _____
equipment purchases _____		Total _____
utilities _____		
other _____		
Subtotal () _____		
Indirect Operating Costs		10. Submitting Authority
fringe benefits _____		<u>Nick Marique</u> <u>5/20/19</u>
general admin. Costs _____		Submitted by _____ Date _____
other _____		Fire Chief _____
Subtotal () _____		Position <u>Nick Marique</u>
Total Operating Cost _____		Signature _____
Debt Service (P&I) _____		11. Reserved
Total Operating Cost _____		

FORM B

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Fire Department Date Prepared: 6/20/19
 Contact Person: Nick Marique Phone Number: 803-652-4201

1. Project Title & Reference No.
Replacement of Engine 2- 2025

4. Cost

	Per Unit	Total
Purchase price		
or annual rental	\$	650,000
Plus: Installation		
or other costs	\$	
Less: Trade-in or other discount	\$	
Net purchase cost or annual rental	\$	650,000

2. Form of Acquisition (check appropriate)
 CRF funding through 2021-2025 then lease in 2025

3. Number of Units Requested
1

5. Purpose of Expenditure (check appropriate)

- Schedule replacement
- Present equipment obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded service
- New operation
- Increased safety
- Improve procedures, records, etc.

6. Number of Similar Items in Inventory

7. Estimated Use of Requested Item(s)

	Months per year	Estimated useful life in years
7		25 years

5a. Describe Alternatives Considered:

8. Replaced Item(s)

Item	Make	Age	Prior Year's		
			Maint Costs	Breakdowns	Rental Costs
A. Replacement of Engine 2	Smeal	25			
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-In Sale

10. Submitting Authority

Submitted by: Nick Marique Date: 5/20/19
 Position: Fire Chief

11. Reserved

FORM A CAPITAL PROJECT REQUEST Excluding Equipment

Department & Activity <u>Library</u>		Date Prepared _____																											
Contact Person <u>Betsy Baker</u>		Phone Number <u>r473-8535</u>																											
1. Library Mansard Roof	2. Purpose of Project Request Form (Check One)																												
3. Department Priority	<input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input checked="" type="checkbox"/> Modify a project already in the adopted program																												
4. Location <u>Milton Free Public Library Mansard Roof</u>																													
6. Description In keeping with the restoration of the "Little Red Schoolhouse", the next and final stage is to replace the existing asphalt shingles with cedar shakes and copper sheeting on the radius of the Mansard.																													
5.a. Describe Alternatives Considered: In keeping with the State standards: cedar shakes are the most historically accurate, slate would be a consideration, but more costly. The contractor has noted that cedar (or slate) shakes on the radius would not stay and that copper sheeting would be the only option in that area.																													
8. Justification & Useful Life																													
7. Cost & Recommended Sources of Financing <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">BUDGET FY</th> <th style="text-align: left;">TOTAL*</th> <th style="text-align: left;">RECOMMENDED SOURCES OF FINANCING</th> </tr> </thead> <tbody> <tr> <td>Program year FY <u>2020</u> \$25,000</td> <td></td> <td><u>Warrant Article</u></td> </tr> <tr> <td>Program year FY <u>2021</u> \$25,000</td> <td></td> <td><u>Warrant Article</u></td> </tr> <tr> <td>Program year FY _____</td> <td></td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td></td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td></td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td></td> <td>_____</td> </tr> <tr> <td>TOTAL SIX YEARS</td> <td></td> <td>_____</td> </tr> <tr> <td>After Sixth Year</td> <td></td> <td>_____</td> </tr> </tbody> </table> <p>If adjusted for inflation, indicate adjustment percentage here: _____</p> <p>*Interest cost not included.</p>			BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING	Program year FY <u>2020</u> \$25,000		<u>Warrant Article</u>	Program year FY <u>2021</u> \$25,000		<u>Warrant Article</u>	Program year FY _____		_____	Program year FY _____		_____	Program year FY _____		_____	Program year FY _____		_____	TOTAL SIX YEARS		_____	After Sixth Year		_____
BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING																											
Program year FY <u>2020</u> \$25,000		<u>Warrant Article</u>																											
Program year FY <u>2021</u> \$25,000		<u>Warrant Article</u>																											
Program year FY _____		_____																											
Program year FY _____		_____																											
Program year FY _____		_____																											
Program year FY _____		_____																											
TOTAL SIX YEARS		_____																											
After Sixth Year		_____																											
8. Net Effects on Operating Costs (+/-) Direct Costs personnel: number _____ \$ amount _____ purchase of service _____ materials & supplies _____ equipment purchases _____ utilities _____ other _____ Subtotal () _____ Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost _____		9. Net Effect on Municipal Income (+/-) taxes _____ other income _____ Subtotal _____ gain from sale of replaceable assets _____ Total _____ 10. Submitting Authority Submitted by _____ Date _____ Position _____ Signature _____ 11. Reserved																											

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity: <u>Police Department replacement of PD Boat Motor</u> Date Prepared <u>05/17/2019</u>		
Contact Person <u>Chief Richard Krauss</u> Phone Number <u>603-852-4514</u>		
1. Project Title: <u>Replacement of Police Department Boat Motor</u>	2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program	
3. Department Priority: <u>Medium</u>		
4. Location: <u>Police Department 7 Townhouse Rd, Milton, NH</u>		
5. Description: <u>The Police Department this line will be to plan for the need to replace the Police Department boat motor. At the replacement year of 2023 the motor will be 13 years old and should be will most likely need to be replaced.</u>		
5.a. Describe Alternatives Considered: <u>Wait for the motor to fail and have to purchase motor out of budget line item. No line available in budget for a complete failure of the motor.</u>		
6. Justification & Useful Life: <u>Expected useful life is 10 years.</u>		
7. Cost & Recommended Sources of Financing		
BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING
Program year FY <u>2020</u>	<u>\$3,000.00</u>	<u>Unexpended Fund Balance</u>
Program year FY <u>2021</u>	<u>\$3,000.00</u>	<u>Unexpended Fund Balance</u>
Program year FY <u>2022</u>	<u>\$3000.00</u>	<u>Unexpended Fund Balance</u>
Program year FY <u>2023</u>	<u>\$3000.00</u>	<u>Unexpended Fund Balance</u>
Program year FY _____	_____	_____
Program year FY _____	_____	_____
TOTAL SIX YEARS	<u>\$12,000.00</u>	<u>Unexpended Fund Balance</u>
After Sixth Year	_____	_____
If adjusted for inflation, indicate adjustment percentage here: _____		_____
*Interest cost not included.		_____
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs		taxes _____
personnel: number _____	_____	other income _____
\$ amount _____	_____	Subtotal _____
purchase of service <u>\$1,000.00</u>	_____	gain from sale of _____
materials & supplies _____	_____	replaceable assets _____
equipment purchases <u>\$11,000.00</u>	_____	Total _____
utilities _____	_____	
other _____	_____	
Subtotal () <u>\$12,000.00</u>	_____	
Indirect Operating Costs		10. Submitting Authority
fringe benefits _____	_____	Submitted by _____ Date _____
general admin. Costs _____	_____	Position _____
other _____	_____	Signature _____
Subtotal () _____	_____	11. Reserved
Total Operating Cost _____	_____	
Debt Service (P&I) _____	_____	
Total Operating Cost _____	_____	

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Police Department-Replacement of Boat Motor Date Prepared 5/17/2019
 Contact Person: Chief Richard Krauss Phone Number 603-652-4514

1. Project Title & Reference No.: Replacement of Boat Motor

2. Form of Acquisition (check appropriate): Purchase

3. Number of Units Requested: 1

4. Cost	Per Unit	Total
Purchase price		
or annual rental	12,000	\$ 12,000.00
or other costs		
\$		

5. Purpose of Expenditure (check appropriate)

Schedule replacement

Present equipment obsolete

Replace worn-out equipment

Reduce personnel time

Expanded service

New operation

Increased safety

Improve procedures, records, etc.

5a. Describe Alternatives Considered:

6. Number of Similar Items in Inventory: 1

7. Estimated Use of Requested Item(s)

4 Months per year	Estimated useful life in years	
20 Weeks per year	7 Days per week	12 years
7 Days per week	10 Hours per day	

8. Replaced item(s)

item	Make	Age	Maint Costs	Prior Year's	
				Breakdowns	Rental Costs
A. Replace current Boat Motor		9			
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: Chief of Police

11. Reserved: Replacement of Police Department plan and prepare to replace the Police Department boat motor in 2023. Motor will be 13 years old.

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Police Department-Cruiser Lease Payment year 2 Date Prepared 5/17/2019
 Contact Person: Chief Richard Krauss Phone Number 603-652-4514

1. Project Title & Reference No.: Cruiser Lease Payment year 2

2. Form of Acquisition (check appropriate)

3. Number of Units Requested

5. Purpose of Expenditure (check appropriate)

- Schedule replacement
- Present equipment obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded service
- New operation
- Increased safety
- Improve procedures, records, etc.

5a. Describe Alternatives Considered:

8. Replaced Item(s)

Item	Make	Age	Maint Costs	Breakdowns	Rental Costs	Prior Year's	
						Months per year	Estimated useful life in years
A.							
B.							
C.							
D.							
E.							

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: Chief of Police

11. Reserved: Year two of 4 year lease payment on Cruisers 3, 4, 5.

4. Cost

Purchase price or annual rental or other costs	Per Unit	Total
\$		
other discount		
\$		
or annual rental		
\$	\$31,000.00	

6. Number of Similar Items in Inventor

7. Estimated Use of Requested Item(s)

Months per year _____
 Weeks per year _____
 Days per week _____
 Hours per day _____

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Police Department replacement of phone system</u> Date Prepared <u>05/17/2019</u>		
Contact Person <u>Chief Richard Krauss</u> Phone Number <u>603-652-4514</u>		
1. Project Title: <u>Replacement of Phone system and purchase recorder</u>	2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program	
3. Department Priority: <u>Medium/High</u>		
4. Location: <u>Police Department 7 Townhouse Rd, Milton, NH</u>		
5. Description: <u>The Police Department telephon system is starting to fail and have glitches. They system is outdated and needs to be replaced. The system does not have caller ID and does not have a voice/event recorder system that will assist the department when receiving calls for service.</u>		
5.a. Describe Alternatives Considered:		
6. Justification & Useful Life: <u>Expected useful life is 10 years.</u>		
7. Cost & Recommended Sources of Financing		
BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING
Program year FY <u>2020</u>	<u>\$5,000.00</u>	<u>General Fund/Milton Town Technology CRF</u>
Program year FY <u>2021</u>	<u>\$5,000.00</u>	<u>General Fund/Milton Town Technology CRF</u>
Program year FY <u>2022</u>	<u>\$0</u>	
Program year FY <u>2023</u>	<u>\$0</u>	
Program year FY _____	_____	_____
Program year FY _____	_____	_____
TOTAL SIX YEARS	<u>\$10,000.00</u>	_____
After Sixth Year	_____	_____
If adjusted for inflation, indicate adjustment percentage here: _____		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)	9. Net Effect on Municipal Income (+/-)	
Direct Costs	taxes _____	
personnel: number _____	other income _____	
\$ amount _____	Subtotal _____	
purchase of service <u>\$2,000.00</u>	gain from sale of _____	
materials & supplies _____	replaceable assets _____	
equipment purchases <u>\$8,000.00</u>	Total _____	
utilities _____		
other _____		
Subtotal () <u>\$10,000.00</u>		
Indirect Operating Costs	10. Submitting Authority	
fringe benefits _____	Submitted by _____ Date _____	
general admin. Costs _____	Position _____	
other _____	Signature _____	
Subtotal () _____	11. Reserved	
Total Operating Cost _____		
Debt Service (P&I) _____		
Total Operating Cost _____		

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Police Department- Replacement of PD Phone System & recorder Date Prepared 5/17/2019
 Contact Person: Chief Richard Krauss Phone Number 603-652-4514

1. Project Title & Reference No.: Replacement of PD Phone System & recorder

2. Form of Acquisition (check appropriate): Purchase

3. Number of Units Requested: 13

5. Purpose of Expenditure (check appropriate)
- Schedule replacement
 - Present equipment obsolete
 - Replace worn-out equipment
 - Reduce personnel time
 - Expanded service
 - New operation
 - Increased safety
 - Improve procedures, records, etc.
- 5a. Describe Alternatives Considered:

4. Cost

Purchase price or annual rental or other costs	\$ 10,000.00
Other discount	\$
or annual rental	\$

6. Number of Similar Items in Inventory 13

7. Estimated Use of Requested Item(s)

12 Months per year	Estimated useful life in years
52 Weeks per year	
7 Days per week	
12 Hours per day	12 years

8. Replaced Item(s)

Item	Make	Age	Maint Costs	Prior Year's	
				Breakdowns	Rental Costs
A. Replace current Telephone system		12			
B. Purchase audio/event recorder					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: Chief of Police

11. Reserved: Replacement of Police Department telephone system and to purchase a audio/event recorder system for the Police Department. Our current system is 12 years old and starting to have failures and issues with messaging systems. We currently do not have a voice recorder system.

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Police Department-Replacement of Cruiser 1 Date Prepared: 5/17/2019
 Contact Person: Chief Richard Krauss Phone Number: 603-652-4514

1. Project Title & Reference No.: Replacement of Cruiser 1
 2. Form of Acquisition (check appropriate): Purchase
 3. Number of Units Requested: 1

4. Cost

Purchase price or annual rental or other costs	Per Unit	Total
\$ 33,000	33,000	33,000
\$ 15,000	15,000	15,000
other discount \$		
or annual rental \$		
\$ 48,000.00		48,000

5. Purpose of Expenditure (check appropriate)

- Schedule replacement
- Present equipment obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded service
- New operation
- Increased safety
- Improve procedures, records, etc.

6. Number of Similar Items in Inventor: 3

7. Estimated Use of Requested Item(s)

12 Months per year	Estimated useful life in years	
52	5	6
5		
12		

8. Replaced item(s)

Item	Make	Age	Maint Costs	Breakdowns	Rental Costs
A. Replaces current Cruiser 1 and all equipment	Ford Police Inter	6			
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: Chief of Police

11. Reserved: Scheduled Replacement of Cruiser 1. This cruiser will be at its expected life usage. It will have 6 years of patrol time and approximately 100,000 miles and 4,000 plus idle hours (1 idle hour = 33 driven miles)

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Police Department-Replacement of Taser X2 and Body Cameras Date Prepared: 5/17/2019
 Contact Person: Chief Richard Krauss Phone Number: 603-652-4514

1. Project Title & Reference No.: Replacement of Taser X2 and Body Cameras

2. Form of Acquisition (check appropriate): Purchase

3. Number of Units Requested: 20

5. Purpose of Expenditure (check appropriate)
- Schedule replacement
 - Present equipment obsolete
 - Replace worn-out equipment
 - Reduce personnel time
 - Expanded service
 - New operation
 - Increased safety
 - Improve procedures, records, etc.

5a. Describe Alternatives Considered:

4. Cost

Purchase price	Per Unit	Total
or annual rental	\$1200 and \$700	\$ 18,000.00
or other costs		
\$		
other discount		
\$		
or annual rental		
\$		

6. Number of Similar Items in Inventor: 20

7. Estimated Use of Requested Item(s)

12 Months per year	Estimated useful life in years
52 Weeks per year	5 year for X2 3 years for body
5 Days per week	camera
12 Hours per day	

8. Replaced Item(s)

Item	Make	Age	Maint Costs	Prior Year's	
				Breakdowns	Rental Costs
A. Replace Taser X2	Taser	5			
B. Replace Axon Body Cameras	Taser	3			
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: Chief of Police

11. Reserved: Replacement of Taser X2 less lethal weapons and replacement of Axon Body Camera devices. The body cameras are used every day for multiple hours per day and are normally good for approximately 3-5 years. The Taser X2 is on the officer at all times an normal wear and tear has their life cycle of approximately 5-7 years.

FORM A CAPITAL PROJECT REQUEST Excluding Equipment

Department & Activity <u>Recreation Department</u>		Date Prepared <u>07/16/2019</u>
Contact Person <u>Karen Brown</u>		Phone Number <u>(609) 682-7308</u>
1. Project Title <u>Beach Restoration</u>		2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program
3. Department Priority <u>Recreation Priority One</u>		
4. Location <u>Town Beach</u>		
5. Description <u>To design, engineer, construct, and maintain the town beach & buildings. To match grants and permits.</u>		
5.a. Describe Alternatives Considered: <u>Do nothing, continue as is.</u>		
6. Justification & Useful Life <u>To maintain & Beautify the beach for future generations.</u>		
7. Cost & Recommended Sources of Financing		
	BUDGET FY	TOTAL*
Program year FY	<u>20</u>	<u>\$3,000.00</u>
Program year FY	<u>21</u>	<u>\$3,000.00</u>
Program year FY	<u>22</u>	<u>\$3,000.00</u>
Program year FY	<u>23</u>	<u>\$3,000.00</u>
Program year FY	<u>24</u>	<u>\$3,000.00</u>
Program year FY	<u>25</u>	<u>\$3,000.00</u>
TOTAL SIX YEARS		<u>\$18,000.00</u>
After Sixth Year		
RECOMMENDED SOURCES OF FINANCING		
<u>General Fund & Revolving Account</u>		
If adjusted for inflation, indicate adjustment percentage here: _____ *Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs personnel: number _____ \$ amount _____ purchase of service <u>\$3,000.00 per year Design & Engineering</u> materials & supplies _____ equipment purchases _____ utilities _____ other _____ Subtotal () <u>\$3,000.00 per year</u>		taxes _____ other income <u>Some</u> <u>Revenues from beach/funraise</u> Subtotal _____ gain from sale of _____ replaceable assets _____ Total _____
Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost _____		10. Submitting Authority <u>Karen Brown/Recreation Director</u> Submitted by _____ Date _____ Position _____ Signature _____ 11. Reserved

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>All plus public use</u> Date Prepared <u>7/6/2019</u>																																													
Contact Person <u>Bruce W Woodruff</u> Phone Number <u>767-3287</u>																																													
1. Project Title <u>Geographic Information System</u>	2. Purpose of Project Request Form (Check One)																																												
3. Department Priority <u>Land Use priority one</u>	<input type="checkbox"/> Add a new item to the program																																												
4. Location <u>Town Hall</u>	<input type="checkbox"/> Delete an item in a year already a part the program																																												
	<input checked="" type="checkbox"/> Modify a project already in the adopted program																																												
5. Description <u>contracting with a GIS provider providing integrated data and info for all parcels in Town across the spectrum of records geolocated data, maps, analyses, reports, address lists, etc. using a five year prioritized plan useful by Town Staff and the public. Financing stays smooth year on year. \$2,500 was approved last year for this.</u>																																													
5.a. Describe Alternatives Considered: <u>Do nothing, continue with paper records and maps available only at Town Hall that are not parcel centric</u>																																													
6. Justification & Useful Life <u>records and data will be parcel centric and reports and analysis will be possible. Useful tool for the public in many ways to glean info on land in Town without coming to Town Hall. Staff use for abutter lists and reports. It is an information machine for fire, dpw, code assessor and planner. Useful life is indefinite if kept current on a schedule using gis consultant for modest annual fee.</u>																																													
7. Cost & Recommended Sources of Financing																																													
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<u>Bruce W Woodruff, Town Planner</u>																																													
Submitted by	Date																																												
<u>Bruce W Woodruff</u>	<u>7/6/19</u>																																												
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<u>Town Planner</u>																																													
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11. Reserved																																													

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity _____		Date Prepared <u>July 15, 2019</u>																											
Contact Person <u>Nom Turgeon or Steve Baker</u>		Phone Number <u>603-479-6335</u>																											
1. Project Title <u>European Nalad Removal</u>	2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program																												
3. Department Priority <u>#1 HIGHEST</u>																													
4. Location <u>Milton/Lebanon Three Ponds</u>																													
5.a. Describe Alternatives Considered: <u>Purchasing a Suction Harvester and employing divers plus the use of chemicals NOT viable.</u>																													
6. Justification & Useful Life <u>European nalad (Najas minor), an aggressive invasive plant species, was first detected in Northeast Pond in 2015. It has spread into the channel and Depot Pond. TPPA in conjunction with NH DES and ME DEP have undertaken a long term eradication program utilizing DASH (Diver Assisted Suction Harvesting), herbicide treatments, and manual removal by trained volunteers and assistance from Laurie Callahan of the YCIASP. Unchecked, this plant will diminish the biological diversity of aquatic life in the Milton Three Ponds ecosystem. European nalad is a serious threat to the aesthetic value of our ponds, impacts recreation and tourism, especially swimming, fishing, and boating, and will lead to reduced property values. Moreover, it can take years and a lot of money to eradicate making proactive management essential.</u>																													
7. Cost & Recommended Sources of Financing <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">BUDGET FY</th> <th style="text-align: right;">TOTAL*</th> <th style="text-align: left;">RECOMMENDED SOURCES OF FINANCING</th> </tr> </thead> <tbody> <tr> <td>Program year FY <u>19</u></td> <td style="text-align: right;">\$10,000</td> <td><u>Town of Milton, NH</u></td> </tr> <tr> <td>Program year FY <u>20</u></td> <td style="text-align: right;">\$20,000</td> <td><u>"</u></td> </tr> <tr> <td>Program year FY <u>21</u></td> <td style="text-align: right;">\$20,000</td> <td><u>"</u></td> </tr> <tr> <td>Program year FY <u>22</u></td> <td style="text-align: right;">\$20,000</td> <td><u>"</u></td> </tr> <tr> <td>Program year FY <u>23</u></td> <td style="text-align: right;">\$20,000</td> <td><u>"</u></td> </tr> <tr> <td>Program year FY <u>24</u></td> <td style="text-align: right;">\$20,000</td> <td><u>"</u></td> </tr> <tr> <td>TOTAL SIX YEARS</td> <td style="text-align: right;">\$110,000</td> <td><u>"</u></td> </tr> <tr> <td>After Sixth Year</td> <td style="text-align: right;">\$10-20,000/yr</td> <td><u>"</u></td> </tr> </tbody> </table> <p>If adjusted for inflation, indicate adjustment percentage here: _____</p> <p>*Interest cost not included. The cost for control of EN in 2019 will be \$39,050. It is anticipated that \$40,000 will be needed each year through FY 24. This cost will be covered by grants from DES and DEP (which will diminish as part of their rapid response program), Towns of Milton, NH and Lebanon, ME, and TPPA (Three Ponds Protective Association).</p>			BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING	Program year FY <u>19</u>	\$10,000	<u>Town of Milton, NH</u>	Program year FY <u>20</u>	\$20,000	<u>"</u>	Program year FY <u>21</u>	\$20,000	<u>"</u>	Program year FY <u>22</u>	\$20,000	<u>"</u>	Program year FY <u>23</u>	\$20,000	<u>"</u>	Program year FY <u>24</u>	\$20,000	<u>"</u>	TOTAL SIX YEARS	\$110,000	<u>"</u>	After Sixth Year	\$10-20,000/yr	<u>"</u>
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8. Net Effects on Operating Costs (+/-) Direct Costs personnel: number _____ \$ amount _____ purchase of service <u>\$10,000</u> materials & supplies _____ equipment purchases _____ utilities _____ other _____ Subtotal () <u>\$10,000</u> Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost <u>\$10,000</u>		9. Net Effect on Municipal Income (+/-) taxes _____ other income _____ Subtotal _____ gain from sale of _____ replaceable assets _____ Total _____ 10. Submitting Authority <u>TPPA</u> Submitted by _____ Date <u>7/15/2019</u> Turgeon/Baker Position President & Treasurer Signature _____ 11. Reserved																											

CAPITAL IMPROVEMENT PROGRAM DETAILED PROJECT DESCRIPTION

(May be filled out with CIP Committee to summarize Project Information)

A. IDENTIFICATION & CODING INFORMATION

1. Date: 15-Jul-19
 2. Project Name: European Natiad Removal from Three Ponds
 3. Program: Three Ponds Protective Association (TPPA)

4. Department: N/A

B. EXPENDITURE SCHEDULE (000'S)

Cost Elements	\$ Total	Thru FY 19-24	Est. Total 6 Years	Year 1 FY	Year 2 FY	Year 3 FY	Year 4 FY	Year 5 FY	Year 6 FY	Beyond 6 Years	
1. Planning Design & Supervision				10K	20K	20K	20K	20K	20K	20K	UNK
2. Land											
3. Site Improvements & Utilities											
4. Construction											
5. Furniture & Equipment											
6. Total				10K	20K	20K	20K	20K	20K	20K	UNK

C. FUNDING SCHEDULES (000'S)

GO Bonds: _____
 State Aid: _____
 General Fund: _____
 Capital Reserve: _____
 Grant Funding: _____

D. DESCRIPTION & JUSTIFICATION

The cost for control of EN in 2019 will be \$39,050. It is anticipated that a minimum of \$40K will be needed each year thru FY24. Part of these costs will be covered by grants from DES and DEP (which will diminish in the future). We are also awaiting on \$10K from Lebanon Maine's CIP program. In addition, TPPA adds whatever funding we have available to fund any shortfall until our funds are exhausted.

E. ANNUAL OPERATING BUDGET IMPACT (000'S)

F. MAP Reference Code:

Program Costs: Staff
 Other Funds requested for Years 1 through 6 will be used to partially pay for Diver Assisted Suction Harvesting.
 Facility Costs: Maint
 Debt Service: _____
 Total Costs: _____
 Other Revenue: _____
 or Cost: \$_____

WASTEWATER PLANT

- Plant designed to treat 100,000 gallons per day
- Last 3 years plant treated about 50,000 gallons per day
- Assume plant being 32 years old cannot treat 100,000 gallons per day and use conservative estimate of 90,000 gallons per day to maintain current level of treatment with no upgrades to plant
- Remaining 40,000+/- gallons per day of useful capacity
- NHDES requires communities to begin planning upgrades when plant reaches 80% capacity or 80,000 gallons per day
- Assume average home uses 65 gallons per person per day of water and assume 3 people per home equals around 200 gallons per day per unit. This equals about 200 equivalent units to be spread over future commercial and residential needs
- Current charge is \$1000 per equivalent unit to connect to sewer
- Currently working with an engineering firm and NHDES on resolving a potential groundwater impact issue that plant may be causing

Dale Sprague
July 15, 2019

FORM A
CAPITAL PROJECT REQUEST
 Excluding Equipment

Department & Activity School District Date Prepared 7-31-19
 Contact Person Bob Adams Phone Number 603-372-0216

1. Project Title
Fire Alarm Engrg./Design

2. Purpose of Project Request Form (Check One)
 Add a new item to the program
 Delete an item in a year already a part the program
 Modify a project already in the adopted program

3. Department Priority
1

4. Location
Both Schools

5. Description
Both schools fire alarm systems are no longer supported by the original manufacturer. Design of a new system is required.

6.a. Describe Alternatives Considered:
Life safety codes require Fire Alarm System, no alternative

6. Justification & Useful Life
Manufacturer no longer support the main system or components. Old system is proprietary.

7. Cost & Recommended Sources of Financing		RECOMMENDED SOURCES OF FINANCING <u>warrant (tax levy)</u>
BUDGET FY	TOTAL*	
Program year FY <u>20</u>	<u>\$ 50,000</u>	
Program year FY _____	_____	
Program year FY _____	_____	
Program year FY _____	_____	
Program year FY _____	_____	
Program year FY _____	_____	
TOTAL SIX YEARS _____	_____	
After Sixth Year _____	_____	

If adjusted for inflation, indicate adjustment percentage here:
 *Interest cost not included.

8. Net Effects on Operating Costs (+/-)

Direct Costs

- personnel: number _____
 \$ amount _____

purchase of service _____
 materials & supplies _____
 equipment purchases _____
 utilities _____
 other -- replace. parts _____
 Subtotal () _____

9. Net Effect on Municipal Income (+/-)

taxes _____
 other income _____
 Subtotal _____
 gain from sale of replaceable assets _____
 Total _____

Indirect Operating Costs

fringe benefits _____
 general admin. Costs _____
 other _____
 Subtotal () _____

Total Operating Cost _____
 Debt Service (P&I) _____
 Total Operating Cost _____

10. Submitting Authority

Submitted by _____ Date _____
 Position _____
 Signature _____

11. Reserved

FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment

Department & Activity <u>School District</u>		Date Prepared <u>7-31-19</u>																		
Contact Person <u>Bob Atwood</u>		Phone Number <u>(203-312-0216)</u>																		
1. Project Title <u>Design Air Handler Replacement</u>		2. Purpose of Project Request Form (Check One)																		
3. Department Priority <u>2</u>		<input checked="" type="checkbox"/> Add a new item to the program																		
4. Location <u>MES</u>		<input type="checkbox"/> Delete an item in a year already a part the program																		
5. Description <u>Design and create bid package to replace the two air handlers. One is on the first floor and the other on the second.</u>		<input type="checkbox"/> Modify a project already in the adopted program																		
6.a. Describe Alternatives Considered: <u>None, replacement needed for air quality code</u>																				
6. Justification & Useful Life <u>The first floor air handler has failed. It is needed to help indoor air quality. Life expectancy is twenty years.</u>																				
7. Cost & Recommended Sources of Financing																				
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		11. Reserved																		

FORM A
CAPITAL PROJECT REQUEST
 Excluding Equipment

Department & Activity <u>School District</u>		Date Prepared <u>7-31-79</u>																																												
Contact Person <u>Bob Adams</u>		Phone Number <u>608-320-0216</u>																																												
1. Project Title <u>Fire Alarm Installation</u>	2. Purpose of Project Request Form (Check One)																																													
3. Department Priority <u>3</u>	<input checked="" type="checkbox"/> Add a new item to the program																																													
4. Location <u>Both</u>	<input type="checkbox"/> Delete an item in a year already a part the program																																													
<input type="checkbox"/> Modify a project already in the adopted program																																														
6. Description <u>Install new fire alarm systems that meet life safety code requirements</u>																																														
5.a. Describe Alternatives Considered: <u>There are none, current systems are no longer supported</u>																																														
6. Justification & Useful Life																																														
7. Cost & Recommended Sources of Financing																																														
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FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment

Department & Activity <u>School District</u>		Date Prepared <u>7-3-19</u>																																												
Contact Person <u>Bela Adams</u>		Phone Number <u>608-3123211</u>																																												
1. Project Title <u>First Floor Elementary air handler replacement</u>	2. Purpose of Project Request Form (Check One)																																													
3. Department Priority <u>4</u>	<input checked="" type="checkbox"/> Add a new item to the program																																													
4. Location <u>Elementary</u>	<input type="checkbox"/> Delete an item in a year already a part the program																																													
<input type="checkbox"/> Modify a project already in the adopted program																																														
5. Description <u>Replace failed air handler</u>																																														
6.a. Describe Alternatives Considered: <u>None - current unit is no longer supported</u>																																														
6. Justification & Useful Life <u>the first floor air handler has failed and needs to be replaced. life expectancy is twenty years</u>																																														
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FORM A
CAPITAL PROJECT REQUEST
 Excluding Equipment

Department & Activity <u>School District</u>		Date Prepared <u>3-3-19</u>																		
Contact Person <u>Edo Adams</u>		Phone Number <u>603-312-0216</u>																		
1. Project Title <u>Second Floor Demand Air Handler Over Work</u>		2. Purpose of Project Request Form (Check One) <input checked="" type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program																		
3. Department Priority <u>5</u>																				
4. Location <u>Elementary</u>																				
5. Description <u>Contact & install second floor air handling duct work to previously installed air handler</u>																				
6.a. Describe Alternatives Considered: <u>Cost of separate unit is more expensive</u>																				
6. Justification & Useful Life <u>The first floor air handler has failed. It is needed to help indoor air quality. The second floor duct unit life expectancy is twenty years from 1990 installation</u>																				
7. Cost & Recommended Sources of Financing																				
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Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost _____		10. Submitting Authority Submitted by _____ Date _____ Position _____ Signature _____																		
		11. Reserved																		

Bruce Woodworth
461-3282

FORM B

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: School District Date Prepared: 2-31-17
 Contact Person: Robert Adams Phone Number: (603) 328-5216

1. Project Title & Reference No. 2021 Pickup truck / snow plow

2. Form of Acquisition (check appropriate)

3. Number of Units Requested: 1

4. Cost

	Per Unit	Total
Purchase price or annual rental	\$	\$10,000.00
Plus: Installation or other costs	\$	
Less: Trade-in or other discount	\$	
Net purchase cost or annual rental	\$	

5. Purpose of Expenditure (check appropriate)

- Schedule replacement
- Present equipment obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded service
- New operation
- Increased safety
- Improve procedures, records, etc.

6. Number of Similar Items in Inventory: -1

7. Estimated Use of Requested Item(s)

	Months per year	Estimated useful life in years
Weeks per year		
Days per week		
Hours per day		<u>10 yrs</u>

5a. Describe Alternatives Considered:

8. Replaced Item(s)

Item	Make	Age	Prior Year's		
			Maint Costs	Breakdowns	Rental Costs
A. <u>Ford truck/plow</u>	<u>F250</u>	<u>2006</u>			
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: _____

11. Reserved

FORM B

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: School District Date Prepared: 2-31-19
 Contact Person: Bob Adams Phone Number: 603-312-0216

1. Project Title & Reference No. 2026 One Ton Dump/Sander/Plow

2. Form of Acquisition (check appropriate)

3. Number of Units Requested: 1

4. Cost

	Per Unit	Total
Purchase price or annual rental	\$	<u>\$ 30,000.00</u>
Plus: Installation or other costs	\$	
Less: Trade-in or other discount	\$	
Net purchase cost or annual rental	\$	

5. Purpose of Expenditure (check appropriate)

- Schedule replacement
- Present equipment obsolete
- Replace worn-out equipment
- Reduce personnel time
- Expanded service
- New operation
- Increased safety
- Improve procedures, records, etc.

6. Number of Similar Items In Inventory: 1

7. Estimated Use of Requested Item(s)

Months per year	Estimated useful life in years
Weeks per year	
Days per week	<u>10 yrs</u>
Hours per day	

5a. Describe Alternatives Considered:

8. Replaced Item(s)

Item	Make	Age	Maint Costs	Prior Year's	
				Breakdowns	Rental Costs
A. <u>Four Dump/Sander/Plow</u>	<u>F350</u>	<u>2009</u>			
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)

Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: _____ Date: _____
 Position: _____

11. Reserved

FORM A CAPITAL PROJECT REQUEST Excluding Equipment

Department & Activity <u>All plus public use</u> Date Prepared <u>7/6/2019</u>		
Contact Person <u>Bruce W Woodruff</u> Phone Number <u>767-3287</u>		
1. Project Title <u>Geographic Information System</u>	2. Purpose of Project Request Form (Check One) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input checked="" type="checkbox"/> Modify a project already in the adopted program	
3. Department Priority <u>Land Use priority one</u>		
4. Location <u>Town Hall</u>		
5. Description <u>contracting with a GIS provider providing integrated data and info for all parcels in Town across the spectrum of records geolocated data, maps, analyses, reports, address lists, etc. using a five year prioritized plan useful by Town Staff and the public. Financing stays smooth year on year. \$2,500 was approved last year for this.</u>		
5.a. Describe Alternatives Considered: <u>Do nothing, continue with paper records and maps available only at Town Hall that are not parcel centric</u>		
6. Justification & Useful Life <u>records and data will be parcel centric and reports and analysis will be possible. Useful tool for the public in many ways to glean info on land in Town without coming to Town Hall. Staff use for abutter lists and reports. It is an information machine for fire, dpw, code assessor and planner. Useful life is indefinite if kept current on a schedule using gis consultant for modest annual fee.</u>		
7. Cost & Recommended Sources of Financing		
BUDGET FY	TOTAL*	RECOMMENDED SOURCES OF FINANCING
Program year FY <u>20</u> <u>\$3,000</u>		<u>General Fund-all years</u>
Program year FY <u>21</u> <u>\$3,000</u>		_____
Program year FY <u>22</u> <u>\$3,000</u>		_____
Program year FY <u>23</u> <u>\$3,000</u>		_____
Program year FY <u>24</u> <u>\$3,000</u>		_____
Program year FY <u>25</u> <u>\$3,000</u>		_____
TOTAL SIX YEARS	<u>\$18,000</u>	_____
After Sixth Year	<u>\$0</u>	_____
If adjusted for inflation, indicate adjustment percentage here: <u>no adjustment</u>		
*Interest cost not included.		
8. Net Effects on Operating Costs (+/-)		9. Net Effect on Municipal Income (+/-)
Direct Costs personnel: number <u>0</u> \$ amount <u>0</u> purchase of service <u>\$2,900/yr.</u> materials & supplies <u>0</u> equipment purchases <u>possible future computer</u> utilities <u>0</u> other <u>0</u> Subtotal () <u>\$2,900/yr.</u>		taxes <u>minimal</u> other income <u>sale of data & maps</u> Subtotal _____ gain from sale of replaceable assets _____ Total _____
Indirect Operating Costs fringe benefits <u>0</u> general admin. Costs <u>0</u> other <u>0</u> Subtotal () <u>0</u> Total Operating Cost <u>\$1,800/yr.</u> Debt Service (P&I) <u>0</u> Total Operating Cost <u>\$1,800/yr.</u>		10. Submitting Authority <u>Bruce W Woodruff, Town Planner</u> Submitted by Date <u>Bruce W Woodruff</u> <u>7/6/19</u> Position Town Planner Signature 11. Reserved

**FORM A
CAPITAL PROJECT REQUEST
Excluding Equipment**

Department & Activity <u>Town House (mini split unit)</u> Date Prepared <u>3/19/19</u>																												
Contact Person _____	Phone Number _____																											
1. Project Title <u>Heating and Cooling System for Town House Restoration</u>	2. Purpose of Project Request Form (Check One) <input type="checkbox"/> Add a new item to the program <input type="checkbox"/> Delete an item in a year already a part the program <input type="checkbox"/> Modify a project already in the adopted program																											
3. Department Priority <u>Maintenance</u>																												
4. Location <u>942 White Mountain Hwy</u>																												
5. Description <u>Refer to attached</u>																												
5.a. Describe Alternatives Considered: <u>None</u>																												
6. Justification & Useful Life <u>Cooling & heating to use building for longer season</u>																												
7. Cost & Recommended Sources of Financing																												
<table border="0" style="width:100%;"> <tr> <td style="width:30%;">BUDGET FY</td> <td style="width:30%; text-align:right;">TOTAL*</td> <td style="width:40%;"></td> </tr> <tr> <td>Program year FY <u>2019</u></td> <td style="text-align:right;"><u>\$ 12,700.00</u></td> <td>RECOMMENDED SOURCES OF FINANCING</td> </tr> <tr> <td>Program year FY _____</td> <td>_____</td> <td><u>Municipal Buildings Capital Reserve Fund</u></td> </tr> <tr> <td>Program year FY _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Program year FY _____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>TOTAL SIX YEARS</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>After Sixth Year</td> <td>_____</td> <td>_____</td> </tr> </table>	BUDGET FY	TOTAL*		Program year FY <u>2019</u>	<u>\$ 12,700.00</u>	RECOMMENDED SOURCES OF FINANCING	Program year FY _____	_____	<u>Municipal Buildings Capital Reserve Fund</u>	Program year FY _____	_____	_____	Program year FY _____	_____	_____	Program year FY _____	_____	_____	Program year FY _____	_____	_____	TOTAL SIX YEARS	_____	_____	After Sixth Year	_____	_____	
BUDGET FY	TOTAL*																											
Program year FY <u>2019</u>	<u>\$ 12,700.00</u>	RECOMMENDED SOURCES OF FINANCING																										
Program year FY _____	_____	<u>Municipal Buildings Capital Reserve Fund</u>																										
Program year FY _____	_____	_____																										
Program year FY _____	_____	_____																										
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Program year FY _____	_____	_____																										
TOTAL SIX YEARS	_____	_____																										
After Sixth Year	_____	_____																										
If adjusted for inflation, indicate adjustment percentage here: _____																												
*Interest cost not included.																												
8. Net Effects on Operating Costs (+/-)	9. Net Effect on Municipal Income (+/-)																											
Direct Costs personnel: number _____ \$ amount _____ purchase of service _____ materials & supplies _____ equipment purchases _____ utilities _____ other _____ Subtotal () _____ Indirect Operating Costs fringe benefits _____ general admin. Costs _____ other _____ Subtotal () _____ Total Operating Cost _____ Debt Service (P&I) _____ Total Operating Cost _____	taxes _____ other income _____ Subtotal _____ gain from sale of replaceable assets _____ Total _____ 10. Submitting Authority <u>John Watwick</u> <u>3/19/19</u> Submitted by Date <u>John Watwick</u> <u>3/19/19</u> Position <u>Project Manager/Chair</u> Signature <u>[Signature]</u> 11. Reserved																											

CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL

Department & Activity: Town Assess Administration Date Prepared: 3/19/19
 Contact Person: Sam Kattwick Phone Number: 603-452-9872
 A/C: Pool Service

1. Project Title & Reference No.: 103103 Town Assess Restoration

2. Form of Acquisition (check appropriate): Direct

3. Number of Units Requested: 1000

4. Cost: Purchase price or annual rental or other costs: \$ 6,350 Per Unit: 7.2 Total: 9,000

5. Purpose of Expenditure (check appropriate):
 Schedule replacement
 Present equipment obsolete
 Replace worn-out equipment
 Reduce personnel time
 Expanded service
 New operation
 Increased safety
 Improve procedures, records, etc.

5a. Describe Alternatives Considered: None

6. Number of Similar Items in Inventory: _____

7. Estimated Use of Requested Item(s):
 Months per year: _____ Estimated useful life in years: _____
 Weeks per year: _____
 Days per week: _____
 Hours per day: _____

8. Replaced Item(s)

Item	Make	Age	Maint Costs	Prior Years	
				Breakdowns	Rental Costs
A.					
B.					
C.					
D.					
E.					

9. Recommended Disposition of Replacement Item(s)
 Possible used by other agencies Trade-in Sale

10. Submitting Authority

Submitted by: [Signature] Date: 3/19/19
 Position: Request Manager

11. Reserved



STROGEN'S SERVICE EXPERTS

119 MILTON RD
ROCHESTER, NH 03868
603.830.0627

TODAY'S DATE: 8/12/19
SALES REP: STEVE WYMAN
603.231.5212
STEVE.WYMAN@SERVICEEXPERTS.COM

CUSTOMER INFORMATION:

Milton Town House
962 White Mtn Hwy
Milton, NH 03851

PROPOSAL FOR: MITSUBISHI HOME COMFORT SYSTEM

1. INSTALL TWO MITSUBISHI OUTDOOR CONDENSERS, MODEL MUZ-D80NA, USING A WALL MOUNTING BRACKET, INSTALL ONE ON THE LEFT SIDE OF THE BUILDING AND THE SECOND ON THE RIGHT SIDE OF THE BUILDING.

THE MUZ-D80NA FEATURES:

- 30,700 BTU's OF COOLING CAPACITY RATED AT 115 DEGREES OUTSIDE TEMPERATURE
- 34,000 BTU's OF HEATING CAPACITY RATED AT 47 DEGREES OUTSIDE TEMPERATURE
- 20,800 BTU's OF HEATING CAPACITY RATED AT 17 DEGREES OUTSIDE TEMPERATURE
- 14.5 SEER (SEASONAL ENERGY EFFICIENCY RATING) ON NON-DUCTED AIR HANDLERS
- 8.2 HSPF (HEATING SEASONAL PERFORMANCE FACTOR)

2. INSTALL TWO 30,000 BTU WALL HUNG AIR HANDLERS, MODEL MSZ-D80NA ON THE SIDE WALL (SAME SIDE EACH AS THE OUTDOOR UNITS).

3. INSTALL INSULATED COPPER REFRIGERANT LINES FROM THE AIR HANDLERS TO THE OUTDOOR CONDENSERS. WE WILL ALSO INSTALL A DRAIN LINE FROM THE AIR HANDLERS TO THE OUTSIDE.

4. EACH AIR HANDLER IS CONTROLLED BY ITS OWN REMOTE CONTROL, MAKING THIS A 2-ZONE SYSTEM

INSTALLED COST INCLUDES ALL EQUIPMENT, MATERIALS, LABOR, PERMIT AND INSPECTION COSTS

INSTALLED COST FOR BOTH OF THESE MITSUBISHI HOME COMFORT SYSTEMS: \$ 14,000

THE TOWN IS PROVIDING THEIR OWN LICENSED ELECTRICIAN TO COMPLETE ALL REQUIRED ELECTRICAL WIRING.

\$ 7,000 DUE UPON ACCEPTANCE / \$ 7,000 DUE ON DAY OF INSTALLATION

STROGEN'S AUTHORIZATION:

CUSTOMER ACCEPTANCE:

DATE:

CURRIER PLUMBING, PUMP & FILTER CO.
P.O. BOX 434
875 WHITE MOUNTIAN HIGHWAY
MILTON, N.H. 03851
603-652-7802 603-652-7100

Town of Milton
P.O. Box 310
Milton, N.H. 03851

Sept. 10, 2018

QUOTE

Job site: Milton Townhouse

Quote #1: Heating and cooling

Daikin 2 ton heat pump mini splits to include 2 outdoor units and 2 indoor units. This quote also includes the communication wire between the indoor and outdoor units, installation, set up and charging for units, outside unit wall mount and inside units mounted.

Total price for this quote, materials and labor, will be: \$10,000.00*

Quote #2: Heating and cooling

Daikin 3 ton commercial heat pump mini splits to include 2 outdoor units and 2 indoor units. This quote also includes the communication wire between the indoor and outdoor units, installation, set up and charging for units, outside unit wall mount and inside units mounted.

Total price for this quote, materials and labor, will be: \$12,700.00*

Thank you,

Michael Currier
Currier Plumbing, Pump & Filter Co.

*This quote expires 30 days from date.

the budget but cannot rely on that continuing. A. Lucier stated he would like to see surrounding schools included in this data.

- **Town Report Printing Costs**

A. Lucier stated he would like to see the Town Report printed in January and deliberative session minutes to be printed after town voting occurs. H. Thibodeau stated the town report currently costs approximately \$2,800/year. A. Lucier requests that full Town employee salaries and property assessments be printed and included in the report. M. Beauchamp stated some reports are not generated until mid January and assessment values used to be printed separately at a secondary date. A. Lucier stated a discussion of breakdown of what is to be included in the Town report to happen in November.

- **Building Permits**

H. Thibodeau presented the Town of Wolfboro's current policy as an example. E. Hutchings stated something needs to be put in place. H. Thibodeau stated this is something that all parties including the Code Enforcement Officer be aware and have an active participation in. N. Marique requested the Fire Department be apart of this discussion as the two departments should be working closely together with this. H. Thibodeau stated beginning of December a discussion will start to take place with all parties.

- **Townhouse Heating Follow-Up Discussion**

E. Hutchings requested to table this discussion. R. Thibeault stated the topic was brought up in the Planning Board meeting and was established if the cost amount was greater than \$10,000 it would be a project to be included in the CIP per policy.

Old Business:

- **Budget Presentation**

R. Thibeault questioned how the board would like to see the budget presentation progress. A. Lucier stated full presentations without discussions would be preferred. E. Hutchings agreed.

- **Economic Development Committee**

(appendix A)

Presented as total budget request remaining the same as 2018 at \$2,500 breaking into 4 budget lines of; Training \$800, Printing/Copies \$100, Equipment Purchase \$1,000, Miscellaneous \$600.

R. Thibeault questioned what the equipment purchase line would be used for. E. Hutchings stated it was for signage more specifically for the ERZ.

- **Budget Committee**

(appendix B)

B. Carrier presented as a total budget request remaining the same as 2018 at \$2,600 breaking into 4 budget lines of; professional services \$1,650, Training \$270, legal notices \$360 and printing and copies \$320.

- **Library**

(appendix c)

B. Baker presented as a total budget request of \$62,193.20.

A. Lucier questioned the use of both phone lines if both were required and to see with the fire alarm company if both were needed.

B. Baker stated the postage increase of \$20. A decrease in equipment due to slowly upgrading computers. Mileage/Travel increase due to overage the last two years. Decrease to Membership/Dues.

B. Baker stated there is an increase of \$8,657.20 increase from 2018

Article 10: Establish Municipal Buildings Capital Reserve Fund

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of designing, constructing, and maintaining municipal buildings and to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be placed in this fund for the purpose of funding future capital expenditures as described in the recommended 2018-2023 Capital Improvements Program. This sum is to come from the fund balance and no amount is to be raised from taxation. Further to name the Selectmen as agents to expend from this fund. (Majority vote required)

Recommended by Board of Selectmen (3-0)

Recommended by Budget Committee (8-0)

Article 11: Milton Free Public Library Capital Reserve Fund

To see if the Town will vote to raise and appropriate the sum of Thirty One Thousand Dollars (\$31,000) to be placed in the Milton Free Public Library Capital Reserve Fund, previously established for the purpose of funding future capital expenditures as described in the recommended 2018-2023 Capital Improvements Program. This sum is to come from the fund balance and no amount is to be raised from taxation. (Majority vote required)

Recommended by Board of Selectmen (3-0)

Recommended by Budget Committee (8-0)

Article 12: Town of Milton Technology Fund

To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) to be placed in the Town of Milton Technology Fund, previously established for the purpose of funding future capital expenditures as described in the recommended 2018-2023 Capital Improvements Program. This sum is to come from the fund balance and no amount is to be raised from taxation. (Majority vote required)

Recommended by Board of Selectmen (3-0)

Recommended by Budget Committee (8-0)

Article 13: Geographic Information System

To see if the Town will vote to raise and appropriate the sum of Eight Thousand Dollars (\$8,000) for the purpose of establishing a Public Web-based Geographic Information System (GIS) for the town as described in the recommended 2018-2023 Capital Improvements Program. This sum is to come from the fund balance and no amount is to be raised from taxation. (Majority vote required)

Recommended by Board of Selectmen (3-0)

Recommended by Budget Committee (8-0)

Article 14: Establish Bridge Capital Reserve Fund

To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of repairing, reconstructing or constructing bridges or culverts in the Town of Milton and to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be placed in this fund for the purpose of funding future capital expenditures as described in the recommended 2018-2023 Capital Improvements Program. This sum is to come from the fund balance and no amount is to be raised from taxation. Further to name the selectmen as agents to