



TOWN OF EASTON
MASSACHUSETTS
Office of the Town Administrator

DAVID A. COLTON
Town Administrator

Interoffice Memorandum

To: Board of Selectmen
Cc: Finance Committee
From: David A. Colton, Town Administrator
Subject: FY 2015 Preliminary Capital Budget
Date: 3/25/14

DA

Please find attached two spreadsheets that represent the fiscal year 2015 capital budget request. The first sheet contains the items that meet the criteria for review by the Capital Planning Committee. The Capital Committee recommended a program of \$2,077,468 that I have adjusted to \$2,821,268.

I have made cuts of \$331,000 to the original Capital Planning Committee recommendation and modified the following two requests:

- **Pavement Management Road Funding** - I have re-phrased the Pavement Management request from a single year authorization of \$500,000 to a three-year authorization of \$1,500,000. By doing this we will match our spending plan to the chapter 90 plan adopted by the commonwealth. The major benefit is that we will be able to plan three years of road improvements in a comprehensive way utilizing our appropriation and chapter 90 funding. All in all over three years we could see total spending on pavement reach \$4.5M. Any casual observer should acknowledge the need is acute. A secondary benefit is in reducing the cost of borrowing. Instead of bonding \$500,000 at a time, we

can issue bond anticipation notes at our excellent rating until the three-year authorization is spent thus incurring bonding costs once.

- **School Technology** - The \$100,000 recommended by the Capital Planning Committee has been restored to the original amount of \$174,800 requested by the School Department.

The second sheet represents one-time expenditures that do not meet the criteria for review by the Capital Planning Committee. I have approved \$192,334 of \$264,028 in requests.

The funding sources are to be determined, as our operating budget is not yet in balance. As we work to balance the budget, so too will we seek funding sources for capital. As with other years, a combination of borrowing and one-time sources of cash will be required.

Please let me know if you have any questions or concerns.

**TOWN OF EASTON
TOWN ADMINISTRATOR RECOMMENDATION
CAPITAL BUDGET REQUESTS - FY 2015**

Dept	Brief Description of Item	Committee Ranking	Initial Inclusion Date	FY 2015 Requested	FY 2015 Committee Recommended	FY 2015 Town Administrator Recommended	Funding
School - HHR/FIO	Fire Alarm Control Panel	1	10/1/2013	26,700	26,700	26,700	TBD
Fire	SCBA Packs and Bottles	2	11/1/2007	65,760	65,760	65,760	TBD
EMS	Chest Compression Devices (2)	3	10/1/2013	27,513	27,513	27,513	TBD
Police	One Detective's unmarked cruiser	4	FY13	33,000	33,000	33,000	TBD
Police	Tasers (38)	5	FY15	41,000	41,000	41,000	TBD
Police	Two marked cruisers	6	Annual	73,000	73,000	37,000	TBD
School - SPED	New Special Education School Van	7	10/1/2013	47,000	47,000	47,000	TBD
Fire	Fire Station # 2 Rehab./New Construction	8	3/1/2004	50,000	50,000	-	
DPW	Union Street/Washington Street Design	9	FY2015	75,000	75,000	-	
DPW	Elm Street/Washington Street Design	10	FY2015	75,000	75,000	-	
DPW	Pavement Management Road Funding	11	FY2014	500,000	500,000	1,500,000	3 year bond authorization
School - Tech	Upgrade Network Infrastructure (Firewalls, Switches, Virtual Servers \$61,000; Computers/Wireless Devices \$100,000; Software Licenses \$9,800; Printers \$4,000)	12	10/1/2013	174,800	100,000	174,800	TBD
DPW	Motor Equipment - Holder Sidewalk Tractor	13	FY2014	170,000	170,000	170,000	TBD
DPW	Motor Equipment - Hooklift (35,000 GVW)	14	FY2014	180,000	180,000	180,000	TBD
Fire	4 Wheel Drive Command Vehicle - Car 1 (2004)	15	11/9/1998	37,500	37,500	37,500	TBD
DPW	DPW Garage Vehicle Lift	16	FY2013	45,000	45,000	-	
DPW	GIS Planimetric Project	17	FY2015	100,000	100,000	100,000	TBD
DPW	Motor Equipment - F250 Utility	18	FY2014	50,000	50,000	50,000	TBD
DPW	Motor Equipment - Ford Explorer	19	FY2014	36,000	36,000	36,000	TBD
Fire/Ambulance	Replace 4-Wheel Drive Pickup Truck (1996) with F350	20	2/1/2000	44,995	44,995	44,995	TBD
DPW	Municipal Facilities Capital Improvements	Defer ⁽¹⁾	FY2015	500,000	-		
Police/Fire/DPW	Upgrade police fire and DPW communications	NR ⁽¹⁾	10/1/2013	367,000	-		
School - OA	Muscato Stadium Lights (Fixtures including new poles) and Installation	NR ⁽²⁾	10/1/2013	135,484	-		
School - PKV	Replace Roof	NR ⁽³⁾	3/13/2006	664,000	-		
School - PKV	Repair & replace rooftop bathroom exhaust fans.	NR ⁽⁴⁾	3/13/2006	23,000	-		
Water	Water Main Replacement Program	O		200,000	200,000	200,000	TBD
Water	Generator Water Pumping Station WPS1	O		50,000	50,000	-	
Water	Purchase Fire Hydrants (25)	O		50,000	50,000	50,000	TBD
	TOTAL			3,841,752	2,077,468	2,821,268	

Defer⁽¹⁾ - Defer funding until more details about project are known.

NR⁽¹⁾ - Not Ranked at this time. Committee recommends further study.

NR⁽²⁾ - Not Ranked at this time. Committee recommends department seek CPA funding for this request.

NR⁽³⁾ - Not Ranked at this time. Awaiting approval from MA School Building Authority.

NR⁽⁴⁾ - Not Ranked at this time. Request does not meet new definition of capital.

O - Other Source of Funding (Water Enterprise). Request recommended but not included in priority ranking order.

TOWN OF EASTON
TOWN ADMINISTRATOR RECOMMENDATION
CAPITAL ITEMS UNDER \$25,000 REQUESTED FOR FY15

<u>Department</u>	<u>Description</u>	<u>Requested</u>	<u>Recommended</u>	<u>Funding</u>
Assessors	Vision upgrade & field tablet	12,000	12,000	TBD
Board of Health	e-Permitting Software - Board of Health	9,800	9,800	TBD
Building	e-Permitting Software	11,700	11,700	TBD
Clerk	e-Permitting Software	6,500	6,500	TBD
DPW	GIS Server Request	23,000	23,000	TBD
DPW	Town-wide Master Key System	20,000	-	
DPW	Variable Message Board	21,000	-	
Fire	Engine 4 Corrosion Repair	22,694	-	
Fire	Protective Clothing (replace 6 sets)	14,514	14,514	TBD
Fire	Electronic Patient Care Reporting (ePCR)	11,500	11,500	TBD
Fire	Town Alerting System (annual recurring cost)	8,000	-	
Fire	e-Permitting Software	8,900	8,900	TBD
Info Technology	Replace 26 computers + Software Licenses	24,820	24,820	TBD
Planning	e-Permitting Software	7,900	7,900	TBD
Police	Fingerprint Scanner - required by FBI	21,000	21,000	TBD
Police	Interview room recording equipment	11,000	11,000	TBD
Police	Video equipment for booking area & cell areas	12,000	12,000	TBD
Police	e-Permitting Software	1,500	1,500	TBD
Selectmen	e-Permitting Software/Data Hosting	16,200	16,200	TBD
	Total	<u>264,028</u>	<u>192,334</u>	