



REPORT OF THE JOINT CAPITAL PLANNING COMMITTEE APRIL 2017

Fiscal Year 18 Recommendation Summary

Recommendations for the FY 2018 capital plan funding total \$5,055,153 and include \$1,931,174 for equipment, \$655,000 for buildings, and \$2,468,979 for facilities. This includes \$1,522,071 in projects funded by the Community Preservation Act (including debt service of \$303,408 to be paid by CPA in FY18) and \$615,000 funded through borrowing. The FY18 CPA projects are shown with a purple background in the later pages of this JCPC report as is the CPA debt service. Items funded through borrowing have a gray background color. The Enterprise Funds contain their own capital appropriations and are not included in this report.

The Joint Capital Planning Committee (JCPC) recommends that 8.5% of the local property tax levy be committed to the capital plan for FY 2018, an increase of 0.5% from FY17. This increase in the level of tax support for capital for FY18 brings the Town closer to the longstanding goal of 10% of the levy proposed in the Town's financial policies.

Besides funding outright purchases, the capital budget pays off debt incurred previously for capital projects, \$2,169,275, and the expected cost of debt to be acquired in the current fiscal year, \$172,000. The capital budget also includes the Town's share of debt service on capital expenditures authorized by the Amherst-Pelham Regional School Committee (\$199,642 in FY18).

Key Capital Planning Issues

JCPC began its review of the FY18 capital budget with expected sources of funds approximately \$1.7 Million less than the total requests. In working with Town staff we were able to balance the FY18 capital budget by moving some vehicle purchase requests into subsequent years and, for a few targeted projects, by the refinement of, and subsequent reduction in, the requested amounts. Additionally, funds were reallocated towards roads and sidewalks in order to make a more significant commitment in FY18 to the reduction of the backlog in work needed in these areas of our infrastructure.

In combination with the changes outlined above, a significant step in bringing the FY18 capital budget into balance is recommending that borrowing be used to fund the Wildwood School boilers and Fort River Structural and Environmental Study. The Committee feels this is an appropriate mechanism by which to fund these needed projects and represents responsible financial management to move them forward in FY18. Although interest rates on borrowing

currently remain quite low, the Federal Reserve has raised their borrowing rate twice in the last few months and is expected to increase its rate for borrowing by 0.25% at least twice over the next year. These increases translate into higher interest rates on the borrowing the Town will be doing in the next few years. Delays in the execution of large capital projects may result in significantly increasing the total cost of these projects.

Our recommendation to use 8.5% of the levy for capital is in keeping with the ongoing, and continuously refined, funding strategy necessary to execute the near term large capital projects regardless of what forms they eventually take.

The JCPC has been continuing to review its planning process over the last year and has made some recommendations to the Finance Committee for changes to the Town's Financial Management Policies and Objectives. These recommendations are:

- Moving from a 5 year capital plan to a 10 year capital plan.
 - This would afford the Town the ability to articulate, refine, and plan for larger capital expenditures more easily. In the first few years of such a long range plan, the newly added years (6 through 10) would likely be very sparsely populated and highly speculative.
- Changing the minimum threshold cost of a capital project from \$5,000 to \$10,000.
 - The change from a threshold of \$5,000 to \$10,000 reflects an overdue inflationary adjustment.
- Adding a recommendation that the minimum expenditure for debt financing be \$100,000.
 - The recommendation that \$100,000 be the minimum expenditure for using debt is to try to focus borrowing on items that are of sufficient size and community benefit that taxpayers in subsequent years, who receive the benefit of the capital item, share in the burden of payment.

During this review the Committee has continued to be concerned that a few items have been included amongst the capital requests that should be in departmental operating budgets and are not truly capital items. The Committee has reviewed its definition of capital items with the Town Manager and requested that department heads not include such items in subsequent years' capital planning. This refinement of definition and its implementation may require a couple of years in order for operating budgets to be adjusted to reflect the changes.

Additionally, the JCPC is of the opinion that increasing its coordination with other committees involved in capital project funding, such as the Community Preservation Act Committee (CPAC), the Amherst Municipal Affordable Housing Trust (AMAHT), and the Community Development Block Grant (CDBG) Screening Committee, will help to align timelines, foster a cooperative capital process, and present a more comprehensive capital planning picture to the Town.

Why Capital Planning?

JCPC, comprising two representatives each from the Select Board, School Committee, Jones Library Board of Trustees, and Finance Committee, advises the Town Manager, Finance Committee, and Town Meeting on the capital needs of the Town. It was organized in 1992 as the Town began to recover from the fiscal crisis of the early 1990s, when state aid was reduced,

property tax limits were imposed, and the Town used reserves and unexpended capital appropriations to balance three years of operating budgets. Capital needs were neglected during this time of economic difficulty, but through the actions of the newly formed capital planning process the backlog in capital needs was reduced by the early 2000's. With the economic recession which began in the fall of 2008, we once again faced significantly reduced state aid and local tax receipts. However, by virtue of a mature capital planning process the Town was able to maintain some capital spending (reduced below 7% of the levy in fiscal years 2010-2013), thus not falling too far behind in maintaining our capital assets. Since FY14 we have begun moving back toward the goal of 10% of the levy to be utilized for capital needs. This history demonstrates how careful planning and management with respect to capital needs over the last 25 years has allowed the Town to get equipment on regular replacement schedules and to normalize the capital expenditures for the maintenance and upkeep of buildings and facilities.

Amherst, like many cities and towns, is faced with often-conflicting needs to meet increasing operating expenses, provide for pensions and other post-employment benefits (OPEB), satisfy capital needs, and rebuild/maintain reserves. The Financial Management Policies and Objectives, adopted by the Finance Committee in January 2008 and reviewed by JCPC, acknowledge the need to adequately fund a viable multi-year capital plan to maintain infrastructure, replace worn equipment, and provide for other long-range capital assets.

What are Capital Improvements?

A capital improvement is currently defined as a tangible asset or project with an estimated useful life of five (5) years or more, and a cost of \$5,000 or more (as noted above, JCPC recommends this amount be raised to \$10,000). Among the items properly classified as capital improvements are:

- New public buildings, or additions to existing buildings, including land acquisition costs and equipment needed to furnish the new building or addition for the first time;
- Major alterations, renovations, or improvements to existing buildings that extend the useful life of the existing buildings by ten (10) years;
- Land acquisition and /or improvement, unrelated to a public building, but necessary for conservation or park and recreation purposes;
- Major equipment acquisition, replacement or refurbishment, including but not limited to vehicles, furnishings, and information technology systems' hardware and software; or other items that combined in purpose together make it a Capital Project;
- New construction or major improvements to Town's physical infrastructure, including streets, sidewalks, storm water drains, the water distribution system, and the sanitary sewer system. Infrastructure improvements must extend the useful life of the infrastructure by at least ten (10) years to be appropriately classified as a capital improvement;
- A feasibility study, engineering design services, or consultant services which are ancillary to a future capital improvement project.

How Are Capital Needs Prioritized?

JCPC reviews requests for capital plan funding that meet several criteria. Successful capital planning facilitates postponing some capital expenditures in favor of others as part of the

planning process. JCPC has adopted the following guidelines for prioritizing capital projects, with examples listed in parentheses. The guidelines themselves are not necessarily listed in priority order:

- Imminent threat to health and safety of citizens, employees or property (police cruisers and radios, self-contained breathing apparatus for firefighters, building repairs, improving accessibility for people with disabilities);
- Maintenance and improvement of capital assets (major repairs of buildings, replacement of vehicles and equipment, park and play area renovations);
- Requirement of state or federal law (asbestos cleanup program mandated by federal law in 1986, removal of fuel storage tanks);
- Improvement of the infrastructure (streets and sidewalks, water and sewer programs);
- Improvement/maintenance of productivity (equipment replacement, computer hardware / software);
- Improvement of an overburdened situation;
- Newly identified need;
- Priority assigned by Department (Very High, High, Medium, Low); and
- Consistency with and in furtherance of long-term planning objectives of the Town (Master Plan, Climate Action Plan, Historic Preservation Plan, Disability Access Transition Plan, etc.).

Where Does The Money Come From?

Funds for the recommended Five Year Capital Plan may come from many sources, namely, property taxes, enterprise and other special purpose funds of the Town, grant funds from the federal and state government, debt exclusion overrides, and unexpended balances from previously authorized capital projects. Capital plans in previous years have used as much as 10% of the tax levy which is the target expressed in the Town's Financial Management and Objectives. We will need to increase the funding level for capital projects in subsequent years or we will fall significantly behind in preserving and maintaining our capital assets.

The Recommended Capital Plan – A One-Year Budget, A Five Year Plan

The General Fund Five Year Capital Plan for FY18-22 includes voted appropriations from FY17, a proposed budget for FY18, and a tentative plan of capital investment for the period FY19-22. Next year JCPC will again update the plan to balance projected expenditures with projected available revenues for subsequent years. The total capital budget in any fiscal year is comprised of direct cash expenditures for capital items, debt service (interest and principal) on all prior bonded expenditures, and debt service on newly authorized and un-issued bonds, if any. The plan is organized into three categories of projects: major equipment (vehicles, technology, etc.); building needs; and facility needs (road maintenance, parks, open space, etc.). Included in the plan are recommendations developed by the Community Preservation Act (CPA) Committee for eligible community housing, open space, historic preservation, and recreation projects funded from the local voter-approved 3% property tax CPA surcharge and matching state funds. JCPC appreciates the CPA Committee's cooperation and coordination of their recommendations to allow presentation of both plans at the Annual Town Meeting. Recommendations for FY18 capital plan total \$5,055,153.

Equipment [Note: Included in 2017 ATM Article 13, and 15A Borrowing]

JCPC recommends a total of \$1,931,174 in equipment upgrades and purchases, \$36,840 supported by the Ambulance Fund, \$500,000 from borrowing and \$1,394,334 from taxation.

Cost	Item and Description
\$25,000	Documents/Records/Images Scanning Funding to continue scanning Planning and Zoning historical documents in digital form on Town servers.
\$159,500	Computer equipment Annual computer equipment replacement, including servers, PCs, printers, copiers, routers, switches, and other technology systems.
\$75,000	Phone System Upgrades and Replacements Upgrade to phone management software, router, and gateway hardware to increase the efficiency and functionality of our phone network.
\$139,840	Hardware and Software in the Departments Includes a work order management system for the Department of Public Works (DPW), a permit module for Inspections, staff scheduling software for Amherst Police Department (APD), software adding functionality to Dispatch communications with Emergency Medical Services (EMS, \$21,840 source Ambulance Fund), and a mobile data terminal replacements for APD.
\$25,000	Library Information Technology Annual computer equipment replacement, including servers, PCs, printers, copiers, and other technology systems in the Jones and branch libraries.
\$120,000	Police Vehicles Replace three APD cruisers as part of the department's ongoing vehicle replacement program. The Department currently utilizes 11 marked police vehicles (black and white) and 3 unmarked police vehicles (silver) for routine patrol. Department protocol is to replace patrol vehicles after they reach approximately 100,000 miles and administrative vehicles after they reach approximately 120,000 miles.
\$90,000	APD Cruiser Radios 30 radio units for each cruiser to maintain communications with each other and Dispatch. Following the item last year for personal mobile radios (on the officer), this purchase will complete the replace of all police old communication equipment for which maintenance has become difficult.
\$15,000	In Car Video Replacements Purchase two devices to record audio and video of all motor vehicle stops in APD cruisers. This request recurs every 2 years to keep the equipment in working order.
\$6,500	In Car Radar Units In accordance with replacement schedule, replace three of the 20 year old radar units in APD cruisers. This is part of a two year request.
\$2,500	Portable Breathalyzers Purchase three portable units, replacing 15 year old equipment currently in use.
\$5,000	Patrol Bicycles

	Replace two of the aged inventory of seven bicycles used by APD for downtown patrol and community events. This includes bike lights, panniers, and security equipment.
\$15,000	Ambulance Laptop Computers
	Purchase three computers to deploy in EFR (emergency first responder) engines (source Ambulance Fund).
\$40,000	Fire Protective Gear
	Replacement of firefighter protective gear (helmet, coat, bunker pants, boots) as part of an ongoing program to keep the gear up to date and replace worn equipment.
\$24,000	Portable Radios – 2nd of 3 year plan
	Replace radio equipment in each engine, ladder, ambulance, and rescue vehicle as current equipment has reached the end of its useful life. Time phase plan is for \$24,000 for three years sequentially, purchasing 15 radios per year.
\$37,000	Jaws of Life
	Replace the aged hydraulic extraction tool, commonly known as Jaws of Life, on engine 2. Equipment being replaced is nearly 20 years old.
\$43,000	Fire Department Staff Vehicle
	Replace the model year 2004 staff vehicle with over 125,000 accumulated miles.
\$21,000	Thermal Imaging Cameras
	Purchase 10-12 thermal imaging cameras to equip fire staff entering buildings. These devices allow staff to locate victims and to evaluate fire in adjacent rooms, through walls or smoke.
\$35,000	DPW Radio Upgrades
	Upgrade current communication by radio to digital in all vehicles. This is the first of a three year plan.
\$45,000	Pick-Up Truck
	Replace a ¾ ton pick-up truck with a plow for the DPW Highway Division.
\$42,000	Pick-Up Truck
	Replace a ¾ ton pick-up truck with a plow for the DPW Trees and Grounds Division.
\$180,000	Bucket Truck
	Replace truck purchased in 1998 with 60' reach with a truck with 75' working reach model. The current truck has high total hours logged and shows the wear.
\$18,500	5' Mower
	Replace and aging mower, which is used to mow cemeteries and recreational areas.
\$5,000	Park Equipment
	Replace broken equipment such as park benches or shelters.
\$17,334	Conservation Department Tractor
	This equipment was purchased in 2014 (third year of a three year lease).
\$11,000	Cherry Hill Tee Box, Collar and Greens Mower
	This equipment, shared with Water Fund, was purchased in 2014 (third year of a three year lease).
\$5,000	Playgrounds Safety Surface

	Improve the surface under playground equipment with mulch at Groff Park, Mill River, and Community Field as needed.
\$6,500	Automatic External Defibrillators
	Replace three aged AED devices, one at each pool.
\$10,000	Furniture
	Annual allocation to buy desks, chairs, tables, cabinets, or other furniture in various buildings throughout the Town, on an as needed basis.
\$35,000	Special Education Van
	Part of a regular replacement schedule for transporting school children safely.
\$5,000	School Furniture
	Replace school furniture in the elementary schools, as needed.
\$500,000	Wildwood Boiler Replacement
	Both primary and back-up boilers which heat this school are failing and need replacement (borrowing).
\$161,000	School Computer Replacements
	This appropriation will cover replacement of computers, laptops, tablets, printers, monitors, servers, switches, and other related equipment throughout the elementary schools.
\$3,500	School Telecommunications
	Replace failing and damaged phone equipment.
\$8,000	School Multimedia Equipment
	Whiteboards, document cameras, and other multimedia equipment.

Buildings [Note: Included in 2017 ATM Article 14 and 15B Borrowing]

JCPC recommends a total of \$655,000 for building repairs and renovations, of which \$515,000 is funded through taxation, \$25,000 through CPA funds (see CPAC report), and \$115,000 through borrowing.

Cost	Item and Description
\$25,000	Building Envelope Repairs
	Annual allocation to town building repairs, covering the costs of unexpected repairs to roofs, HVAC units, and other items that arise during the course of the year.
\$5,000	Energy Conservation Projects
	Allows the Town to pursue grants requiring matching funds for energy conservation measures in any Town building.
\$30,000	Exterior Maintenance at Town Hall
	Repair and improve the steps at west entrance to Town Hall. Also re-point planters and stairs on north side.
\$70,000	Interior Maintenance at Town Hall
	Purchase flooring, wall structures, painting and shades as necessary. Focus in 2018 will be on the mezzanine level of the building.
\$10,000	Exterior Maintenance at Bangs Center
	Repair or replace as needed gutters, mortar joints, walls, rails, steps, as those items need attention.
\$10,000	Interior Maintenance at Bangs Center

	Repair and restore stairwells damaged by water infiltration, and provide an improved appearance to the space used by seniors.
\$25,000	Flooring at Bangs Center Replace flooring on third level of the building and in the entryway.
\$10,000	Carpet Maintenance Equipment for Bangs Center Purchase a large carpet cleaner for hallways and large rooms, which can also be shared for cleaning in other buildings.
\$5,000	Exterior Maintenance at North Amherst School Building Repair broken pipes which are allowing water into the building. Includes repair to gutter pipe and slate roof.
\$20,000	Interior Maintenance at Monson Building Painting, wall covering, door repairs and flooring.
\$10,000	Interior Maintenance at Police Station Paint interior spaces and replace 26 year old carpets.
\$35,000	Exterior Maintenance at Police Station Clean, repair, paint and remove mold from sections of the building.
\$20,000	Furniture at Police Station Replace the desks (student type) in the Community Room with tables and chairs (adult meeting type). This rooms gets frequent use for large groups within APD and as meeting space for public meetings when Town Hall rooms are full.
\$5,000	Facility Repairs at Public Works building Repair building or lot as needs arise through the year.
\$25,000	Security Improvements at Elementary Schools Continue to improve school safety and security with locks, crash bars, and communications systems with Police and Fire.
\$10,000	Energy Management Upgrade to School Buildings Purchase upgrades and improvement to the software used to control the environments at Elementary Schools. Also upgrade or replace storm windows, insulation or weatherization as needed. May be used in conjunction with energy grants.
\$50,000	School Building Interior Upgrades Replace carpet, paint walls, replace doors, and make major repairs throughout the year at schools, many required for health and safety of students and staff.
\$70,000	Fort River Roof Design and engineering services to replace the school roof. Construction to following in FY19.
\$115,000	Fort River Structural and Environmental Study Complete an evaluation of the building condition, an environmental assessment of the building and the site, a geotechnical investigation, and a site survey (borrowing).
\$25,000	Wildwood Exterior Doors Replace doors for better protection against weather and rodents, improving energy efficiency and security as well.
\$30,000	Wildwood Parking Lot Lighting

	Replace broken buried wires, replace broken lights, and improve energy efficiency of poles and lamps.
\$25,000	Wildwood Environmental Health Study
	Purchase services of occupational health firm to evaluate the school environment. Output of the study will be recommendations for how to improve the health of building occupants.

Facilities [Note: Included in 2017 ATM Article 14]

A total of \$2,468,979 is recommended for facilities' needs, of which \$383,433 is funded via taxation. Additional road maintenance and repairs will be done with \$841,883 in Chapter 90 funds from the State. CPA funds are recommended for \$1,193,663 as described in the CPAC report.

Cost	Item and Description
\$10,000	School Crossing Light
	Purchase a set of school zone lights for Fort River School on South East St.
\$6,000	Street Lights
	Funds allow replacement of lamps as they fail throughout the year and add new lights as approved.
\$80,000	Sidewalks
	Fund to be used to begin to address backlog of sidewalk repair and extension to new areas.
\$262,433	Paving and Road Repairs
	Hire paving machine to supplement efforts of DPW equipment and labor for local repairs to Amherst roads.
\$841,883	Road Maintenance and Improvements
	This is the estimated amount of the annual Chapter 90 state road repair program monies that will be dedicated to repaving, based on projected approved for this funding by the state. This is grant funding for local projects. (Chapter 90)
\$50,000	Transportation Plan
	Annual request for funds to support, research and implement the work of the Transportation Committee (grant funded).
\$25,000	Puffers Pond Permitting
	Funds will be used for permits, environmental study, testing costs, and project planning for the future dredging of Puffer's Pond.

JOINT CAPITAL PLANNING COMMITTEE

- Katherine Appy, School Committee
- Stephen Braun, Finance Committee
- Tamson Ely, Library Trustees
- Phoebe Hazzard, School Committee
- Connie Kruger, Select Board
- Bernie Kubiak, Finance Committee
- Alex Lefebvre, Library Trustees
- Doug Slaughter (chair), Select Board

Staff Liaison: Claire McGinnis, Co-Finance Director and Treasurer/Collector

JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan
Fiscal Years 2018 - 2022

<i>4/7/17 Final Report</i>	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
Sources:						
8% of Levy '17; 8.5% of Levy '18	3,885,035	4,298,383	4,456,843	4,619,264	4,785,745	4,956,389
CPA Funds (inc. debt svc)	2,083,271	1,522,071	293,343	284,465	253,238	151,710
Other Available Funds	105,500	-	25,000	350,000	-	-
Grants	-	50,000	2,075,000	-	-	-
Borrowing	-	615,000	4,350,000	15,750,000	16,300,000	15,400,000
Debt Exclusion	-	32,250	3,000,000	14,000,000	-	-
Chapter 90	841,883	841,883	841,883	841,883	841,883	841,883
Stabilization as "source"	-	-	-	-	-	-
Ambulance Fund	329,250	36,840	260,000	425,000	260,000	-
Total Available For Capital	7,244,939	7,396,427	15,302,069	36,270,612	22,440,866	21,349,982
Capital Spending:						
Current Debt Obligation	2,264,775	2,169,275	1,744,620	1,293,178	1,153,808	626,012
Proposed Debt (non-excluded)	5,000	172,000	808,706	1,204,453	3,331,183	4,739,515
Total Equipment	1,837,366	1,931,174	2,797,342	2,544,125	2,659,242	1,110,075
Total Buildings	330,000	655,000	7,880,500	30,223,500	15,237,500	15,645,000
Total Facilities	2,807,799	2,468,979	3,183,383	1,962,883	1,382,883	1,237,883
Contribution to Stabilization	-	-	500,000	828,000	1,500,000	1,000,000
Total Requests	7,244,940	7,396,428	16,914,550	38,056,139	25,264,616	24,358,485
If % of Levy to capital equals:	8.00%	8.50%	8.50%	8.50%	8.50%	8.50%
(Over) / Under available capital funds	(1)	(0)	(1,612,481)	(1,785,527)	(2,823,750)	(3,008,503)
If INCREASE % of Levy 0.5% per year			9.00%	9.50%	10.00%	10.00%
Increase Available for Capital			262,167	543,443	844,543	874,657
(Over) / Under available capital funds	(1)	(0)	(1,350,314)	(1,242,084)	(1,979,206)	(2,133,846)
Source of Funds						
The background color of a request signifies the source of funds.						
General Fund Revenue						
CPA Funds						
Other Available Funds						
Grants						
Borrowing						
Debt Exclusion						
Chapter 90 Grant						
Ambulance Fund						

**JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan**

Fiscal Years 2018 - 2022

<i>4/7/17 Final Report</i>	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	TOTAL
EQUIPMENT:							FY18 - FY22
Information Technology							
Photocopiers	25,000						
Infrastructure (PC's, Servers, etc)	121,000	159,500	246,175	126,175	146,175	191,175	869,200
Document/Records/Images Scanning		25,000	25,000	25,000	25,000		100,000
Disaster Recovery Systems and Plan	20,000						
Indoor/Outdoor Wireless Systems Upgrades	15,000						
Building Switch Replacements	35,000						
Phone System Upgrades/Replacements		75,000					75,000
Fiber Optic I-Net				584,283			584,283
Digital Signage					5,000		5,000
Information Systems - Other Depts.	20,000	139,840	211,000	10,000		36,000	396,840
Total	236,000	399,340	482,175	745,458	176,175	227,175	2,030,323
Town Clerk							
Accuvote Tabulators			90,000				90,000
Poll Pads			30,000				30,000
GEMS Central Tabulation System			9,000				9,000
Total	-	-	129,000	-			129,000
Police							
Cruisers	140,000	120,000	120,000	120,000	160,000	120,000	640,000
Officers Portable (50) Radios with Cases	175,000						
Cruiser Radios (30)		90,000					90,000
Firearms Training Steal Target System			3,000				3,000
In Car Video System (2 per year)		15,000		15,000		15,000	45,000
In Car Radar Units (3)		6,500	6,500				13,000
Portable Breathalyzers (3)		2,500	2,500				5,000
Police Patrol Bicycles (2 per year)		5,000	5,000	5,000			15,000
Total	315,000	239,000	137,000	140,000	160,000	135,000	811,000
Fire							
All Terrain Vehicle				22,000			22,000
Ambulance	260,000	15,000	260,000	260,000	260,000		780,000
Ambulance Laptop Computers				15,000			30,000
Ballistic Protective Equipment	17,500						
Building Furnishings			15,000				15,000
EMS Defibrillators				150,000			150,000
IV Pumps	35,000						
McGrath Intubation Scopes	16,750						
Portable/Mobil Radios	24,000	24,000	24,000				48,000
Protective Gear	40,000	40,000	40,000	40,000	40,000	40,000	200,000
Pumper (replace 1999 pumper)			400,000				400,000
Replace "Jaws of Life"		37,000					37,000
Replace 1984 Brush Fire Truck			50,000				50,000
Replace Hose				18,000			18,000
Replace Ladder Truck					1,300,000		1,300,000
SCBA Fit Tester	12,000						
Shift Supervisor Vehicle (new)			35,000				35,000
Staff Vehicle		43,000		39,000		39,000	121,000
Thermal Imaging Camera		21,000		21,000		21,000	63,000
Van Replacement	22,982						
Cascade System and Compressor Replacement						40,000	40,000
Total	428,232	180,000	824,000	565,000	1,600,000	140,000	3,309,000
Public Works							
Radio Upgrade to Digital		35,000	35,000	35,000			105,000
Highway							
Sidewalk Plow (highway)	180,000		180,000				180,000
One Ton Dump 4x4 Plow (highway)	60,500			60,000		60,000	120,000
3/4 Ton Pickup with Plow (highway)	45,000	45,000	45,000	45,000	45,000	45,000	225,000
Dump/Sander Truck			150,000	150,000	170,000		470,000
Dump/Sander Truck Equipment			20,000		20,000		60,000
Backhoe or Mini				170,000			170,000
Tree and Grounds							
One Ton Dump 4x4 Plow w/ Garbage Body (t&g)			40,000		45,000		85,000
3/4 Ton Pickup with Plow (t&g)		42,000		45,000		45,000	132,000

**JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan**

Fiscal Years 2018 - 2022

4/7/17 Final Report	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	TOTAL
EQUIPMENT:							FY18 - FY22
5 ft Scag Mower		18,500			18,500		37,000
Bucket Truck		180,000					180,000
Park Replacement Equipment		5,000	15,000	5,000	5,000	5,000	35,000
Street Lights							
Electrical Van				40,000			40,000
Total	285,500	325,500	485,000	570,000	303,500	155,000	1,839,000
Conservation							
Tractor	17,334	17,334					17,334
Forestry Mower			30,000				30,000
Dump Trailer			10,000				10,000
Harrow					5,000		5,000
Compact Excavator				50,000			50,000
Gator Utility Vehicle					26,000		26,000
Total	17,334	17,334	40,000	50,000	31,000	-	138,334
LSSE/Cherry Hill							
Pickup Truck and Trailer	15,000						
Playground Safety Surface Mulch		5,000					5,000
Tee Box, Collar and Greens Mower - Cherry Hill	11,000	11,000					11,000
Workman Utility Vehicle - Cherry Hill				18,500			18,500
Greens Mower - Cherry Hill			11,667	11,667	11,667		35,000
Total	26,000	16,000	11,667	30,167	11,667	-	69,500
Pools(Mill River and War Memorial)							
2 Commercial Pool Vaccums (MR & WM)	8,000						
Depth Marker Lines and Lane Lines (MR)	5,500						
Automatic External Defibrillators (3)		6,500					6,500
Total	13,500	6,500					6,500
Building Maintenance							
Maintenance Vehicle	25,000						-
Furniture (all buildings)	10,000	10,000	10,000	10,000	10,000	10,000	50,000
Total	35,000	10,000	10,000	10,000	10,000	10,000	50,000
Library							
Self-checkout Equipment			20,000				20,000
Infrastructure for Digital File Storage	35,000						
Truck with Plow				40,000			40,000
Infrastructure Replacements	25,000	25,000	25,000	25,000	25,000		100,000
Website Migration to Civplus	15,800						
Public Disability Access Computer			10,000				10,000
Total	75,800	25,000	55,000	65,000	25,000	-	170,000
Schools							
Buses	93,000		95,000	95,000	95,000	95,000	380,000
SPED Vans		35,000	36,000	36,000	37,000	38,000	182,000
Handicap Van			55,000				55,000
Maintenance Fleet Vehicles	40,000		40,000				40,000
Furniture (all schools)	5,000	5,000	5,000	5,000	5,000	5,000	25,000
Backup Generators (FR & WW)			160,000				160,000
Boiler Replacement (WW)	20,000	500,000					500,000
Copiers			33,000	33,000	25,000	28,000	119,000
Mid Size Van - IT	30,000						
Telecommunications	6,100	3,500	3,500	3,500	3,500	3,500	17,500
Computer Technology	202,900	161,000	188,000	188,000	168,400	265,400	970,800
Multimedia - Audio/Visual	8,000	8,000	8,000	8,000	8,000	8,000	40,000
Total	405,000	712,500	623,500	368,500	341,900	442,900	2,489,300
TOTAL EQUIPMENT	1,837,366	1,931,174	2,797,342	2,544,125	2,659,242	1,110,075	11,041,957
Less Chapter 90	-	-	150,000	150,000			300,000
Less Grants							-
Less Ambulance	329,250	36,840	260,000	425,000	260,000		981,840
Less Borrowing		500,000	400,000		1,300,000		2,200,000
Less Debt Exclusion							-
Less Other Available Funds	105,500						-
TOTAL TAX SUPPORTED EQUIPMENT	1,402,616	1,394,334	1,987,342	1,969,125	1,099,242	1,110,075	7,560,117

JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan

Fiscal Years 2018 - 2022

	<i>4/7/17 Final Report</i>	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	TOTAL FY18 - FY22
	MUNICIPAL BUILDINGS:							
	All Buildings							
135	Building Repairs	65,000	25,000	25,000	25,000	25,000	25,000	125,000
136	Energy Conservation Projects		5,000	5,000	5,000	5,000	5,000	25,000
137								
138	Town Hall							
139	Exterior Maintenance		30,000					30,000
140	Interior Maintenance		70,000	25,000		25,000	20,000	140,000
141								
142	Bangs Community Center							
143	Exterior Maintenance		10,000		10,000			20,000
144	Security System			20,000				20,000
145	Interior Maintenance	35,000	10,000	55,000				65,000
146	Window Repairs	7,000						
147	Flooring		25,000	25,000				50,000
148	Clinic Space			10,000				10,000
149	LAR Dividing Wall					40,000		40,000
150	Kitchen Equipment	30,000						
151	Floor Auto Scrubber	8,000						
152	Maintenance Equipment		10,000					10,000
153								
154	North Amherst School							
155	Exterior Maintenance	5,000	5,000					5,000
156	Interior Maintenance				5,000			5,000
157	Roof Engineering/Replace					30,000	150,000	180,000
158								
159	Child Care Facility							
160	Exterior Maintenance				10,000			10,000
160	Paving			50,000				50,000
161	Natural Gas Conversion			25,000				25,000
162								
163	Munson Building							
164	Window Repairs			40,000				40,000
165	Interior Maintenance	25,000	20,000					20,000
166	Hall Air Conditioner				75,000			75,000
167	Flooring	25,000						
168	ADA Lift			100,000				100,000
169								
170	East Street School							
171	Ngas Conversion			20,000				20,000
172	Exterior Brick and Trim			35,000	350,000			385,000
173								
174	South Amherst Campus							
175	South Wall			100,000				100,000
176	Basketball / Rec Area				60,000			60,000
177	Roof			12,000	125,000			137,000
178	Parking Area				60,000			60,000
179								
180	Fire Stations							
181	Boiler - North Station				79,000			79,000
186	South Station					2,700,000	15,000,000	17,700,000
182								
183	Police Station							
184	Interior Maintenance		10,000	10,000	10,000			30,000
185	Exterior Maintenance		35,000					35,000
186	Building Infrastructure			200,000				200,000
187	Roof Design and Repair			15,000	185,000			200,000

**JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan**

Fiscal Years 2018 - 2022

	4/7/17 Final Report	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	TOTAL
	MUNICIPAL BUILDINGS:							FY18 - FY22
188	Furniture		20,000					20,000
189								
190	Public Works Facility							
191	New Facility			2,700,000	15,000,000	12,300,000	-	30,000,000
192	Renovations	5,000	5,000	5,000	5,000	5,000		20,000
193	Security System	20,000		20,000				20,000
194								
195	Conservation Building							
196	Hitchcock Center - Sewer Connection			15,000				15,000
197	Hitchcock Center - Site Design				10,000			10,000
198								
199	Cherry Hill Golf Course							
200	Clubhouse Roof Repair	5,000						
201	Clubhouse Roof Replacement	15,000						
202								
203	Jones Library							
204	Major Reconstruction			3,000,000	14,000,000			17,000,000
205	Historic Structures Report		25,000					25,000
206								
207								
208	SCHOOL BUILDINGS:							
209	School Security		25,000	25,000	25,000	25,000	10,000	110,000
210	Energy Management Upgrade	10,000	10,000	5,000	5,000	5,000	5,000	30,000
211	Interior Upgrades	30,000	50,000	50,000	50,000	50,000	5,000	205,000
212	Amherst Schools Asbestos Management			5,000		2,500		7,500
213	New Feasibility						400,000	400,000
214	Crocker Farm							
215	New Front Sign				25,000			25,000
216								
217	Fort River							
218	Repave lot				71,000			71,000
219	Upgrade Parking Lot Lighting	20,000						
220	Roof	10,000	70,000	1,250,000				1,320,000
221	Exterior Doors	15,000		8,500	8,500			17,000
222	Structural&Environmental Study		115,000					115,000
223								
224	Wildwood							
225	Exterior Doors		25,000	25,000	25,000	25,000	25,000	125,000
226	Upgrade Parking Lot Lighting		30,000					30,000
227	Environmental Health Assessment		25,000					25,000
228	Reconstructions @ WW Site, 2-6 Elem							
229	Design/Architechure	-						
230	Construction							
231	TOTAL BUILDINGS	330,000	655,000	7,880,500	30,223,500	15,237,500	15,645,000	69,641,500
231	Less CPA		25,000					25,000
232	Less Grants							-
234	Less Ambulance							-
235	Less Borrowing		115,000	3,950,000	15,000,000	15,000,000	15,400,000	34,065,000
236	Less Debt Exclusion	-	-	3,000,000	14,000,000			17,000,000
237	Less Other Available Funds		-	25,000	350,000			375,000
238	Total Tax Supported Buildings	330,000	515,000	905,500	873,500	237,500	245,000	18,176,500
	FTM Plan - DPW Facility Schematic Design		350,000					350,000
	FTM Plan - AFD Facility Schematic Design		350,000					350,000

**JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan**

Fiscal Years 2018 - 2022

4/7/17 Final Report	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	TOTAL	
MUNICIPAL FACILITIES:							FY18 - FY22	
297								
298	Miscellaneous							
299	Master Plan Implementation			35,000		35,000	70,000	
300	Amherst Affordable Housing Trust	25,000	20,000				20,000	
301	First Congregational Fire Sprinkler	200,000						
302	No. Prospect-Lincoln-Sunset Historical District Inventory/Study	5,000						
303	Dickinson Museum Evergreens Fire Suppression System	190,000						
304	Amherst Historical Society and Museum -Repairs and Dendrochronology Study	24,500						
305	Amherst Historical Com -Christopher Thompson Memorial	5,000						
306	Historic Preservation Appraisals, Surveys, and Related Studies	10,000						
307	Valley Community Development Corporation - Mortgage Subsidy	227,248						
308	Community Connections - Housing Stability for Homeless for 3 years	150,000						
309	Pioneer Valley Habitat - N Pleasant St	90,000						
310	Affordable Housing Budget Reserve	125,000	250,000				250,000	
311	West Cemetery Headstones		50,000				50,000	
312	Review of Textile/Costume Inventory		8,980				8,980	
313	Farm House/Barn Study		10,000				10,000	
314	Steeple Restoration		244,683				244,683	
315	Community Field and Regional Schools Master Plan		50,000				50,000	
316								
317	Conservation							
318	Land Improvements		30,000				30,000	
319	Due Diligence		20,000				20,000	
320	Puffer's Pond Dredging-Permitting		25,000	25,000	750,000		800,000	
321	Puffer's Beach/Trail Improvements					100,000	100,000	
322	TOTAL FACILITIES	2,807,799	2,468,979	3,183,383	1,962,883	1,382,883	1,237,883	10,236,011
323	Less Chapter 90	841,883	841,883	691,883	691,883	841,883	841,883	3,909,415
324	Less CPA	1,769,916	1,193,663					1,193,663
325	Less Grants		50,000	2,075,000				2,125,000
326	Less Borrowing				750,000	-		750,000
327	Less Debt Exclusion							-
328	Less Other Available Funds	-	-	-				-
329	Total Tax Supported Facilities	196,000	383,433	416,500	521,000	541,000	396,000	2,257,933

JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan

Fiscal Years 2018 – 2022

**% of Tax Levy Calculation for Capital Plan
4/7/17 Final Report**

	FY 15 Budget	FY 16 Projected	FY 17 Recap	FY 18 Budget	FY 19 Projected	FY 20 Projected	FY 21 Projected	FY 22 Projected	FY 23 Projected
Prior Year Levy Limit	43,044,827	44,828,489	46,573,832	48,750,452	50,569,213	52,433,443	54,344,280	56,302,886	58,310,459
+ 2.5% Allowable Increase	1,076,121	1,120,712	1,164,346	1,218,761	1,264,230	1,310,836	1,358,607	1,407,572	1,457,761
ESTIMATED New Growth	707,541	600,000	1,012,274	600,000	600,000	600,000	600,000	600,000	600,000
ESTIMATED Levy Limit	44,828,489	46,549,201	48,750,452	50,569,213	52,433,443	54,344,280	56,302,886	58,310,459	60,368,220
10.0% (Funding Goal)	4,472,095	4,654,920	4,875,045	5,056,921	5,243,344	5,434,428	5,630,289	5,831,046	6,036,822
9.5%	4,248,490	4,422,174	4,631,293	4,804,075	4,981,177	5,162,707	5,348,774	5,539,494	5,734,981
9.0%	4,024,885	4,189,428	4,387,541	4,551,229	4,719,010	4,890,985	5,067,260	5,247,941	5,433,140
8.5% (FY18 budget)	3,801,281	3,956,682	4,143,788	4,298,383	4,456,843	4,619,264	4,785,745	4,956,389	5,131,299
8% (FY17)	3,577,676	3,723,936	3,900,036	4,045,537	4,194,675	4,347,542	4,504,231	4,664,837	4,829,458
7.5% (FY15 and FY16)	3,354,071	3,491,190	3,656,284	3,792,691	3,932,508	4,075,821	4,222,716	4,373,284	4,527,617
7.25% (FY09)	3,242,269	3,374,817	3,534,408	3,666,268	3,801,425	3,939,960	4,081,959	4,227,508	4,376,696
7.0% (FY08 and FY14)	3,130,466	3,258,444	3,412,532	3,539,845	3,670,341	3,804,100	3,941,202	4,081,732	4,225,775
6.5% (FY10, FY12 & FY13)	2,906,862	3,025,698	3,168,779	3,286,999	3,408,174	3,532,378	3,659,688	3,790,180	3,923,934
6.25% (FY11 projected)	2,795,059	2,909,325	3,046,903	3,160,576	3,277,090	3,396,517	3,518,930	3,644,404	3,773,014
6.0%	2,683,257	2,792,952	2,925,027	3,034,153	3,146,007	3,260,657	3,378,173	3,498,628	3,622,093
5.64% (FY11 approved)	2,522,261	2,625,375	2,749,525	2,852,104	2,957,246	3,065,017	3,175,483	3,288,710	3,404,768
Variance vs 8.5%			0	0	262,167	543,443	844,543	874,657	905,523
Increase from previous year	340,933	137,119	408,846	145,501	149,138	152,867	156,689	160,606	154,332
Total Increase	340,933	137,119	408,846	145,501	411,306	696,310	1,001,232	1,035,263	1,059,855

JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan

Fiscal Years 2018 - 2022

LONG TERM DEBT SERVICE - TOWN OF AMHERST

4/7/17 Final Report

Issue	Maturity Date	FY 2016	FY 2017	FY 2018 Committed	FY 2019 Committed	FY 2020 Committed	FY 2021 Committed	FY 2022 Committed	FY 2023 Committed	FY 2024 Committed	FY 2025 Committed	FY 2026 Committed
General Fund Debt:												
Municipal:												
Town Hall Refunding	FY 16	156,000										
Crocker Farm School	FY 19	225,325	209,325	198,550	192,850							
Town Hall Exterior (General Fund)	FY 20	31,815	31,150	30,380	29,540	28,560						
DPW - Roads Reconstruction	FY 21	525,375	513,563	500,625	487,125	473,625	458,438					
Bangs Community Center Roof/HVAC	FY 20	56,244	55,069	53,708	52,223	50,490						
Marks Meadow Portable Classrooms	FY 19	33,150	27,250	26,500	25,750							
South Amherst School Renovation	FY 22	23,300	22,700	22,100	16,500	16,050	15,600	15,300				
Tree Planting	FY 18	65,790	63,954	62,118								
DPW Sander	FY 18	32,250	31,350	30,450								
Central Fire Station Repairs	FY 24	22,356	21,804	21,252	20,700	20,148	19,596	19,044	18,584			
Police Radios	FY 18	26,875	26,125	25,375								
Road Repair	FY 24	121,500	118,500	115,500	112,500	109,500	106,500	103,500	101,000			
Trees, part II	FY 19	66,096	64,872	63,648	62,424							
DPW Trucks	FY 19	91,800	90,100	88,400	86,700							
AFD Pumper Truck	FY 24	48,000	47,200	46,400	45,600	44,800	44,000	43,200	42,400	41,200		
East St School Renovations	FY 25	95,060	92,400	88,900	85,400	82,600	79,800	77,000	74,200	72,800	71,400	
Wildwood Feasibility Study (31.6%)	FY 18	41,653	179,546	108,853								
2 Mowers	FY 18	48,548	47,633	46,716								
Loader	FY 18	65,367	64,134	62,900	0	0						
APD Dispatch Comm Equip	FY 19		37,100	41,600	40,800	0						
Subtotal Municipal Debt		1,776,504	1,743,775	1,633,975	1,258,112	825,773	723,934	258,044	236,184	114,000	71,400	0
Regional School District Debt (Amherst Share):												
High School Renovations & Additions **	FY 18	125,377	76,709	32,250								
Regional Projects FY 13 - 15	FY 26	31,388	207,645	199,642	193,165	182,940	176,636	171,908	168,755	165,603	162,451	155,401
Subtotal Regional School District Debt		156,765	284,354	231,892	193,165	182,940	176,636	171,908	168,755	165,603	162,451	155,401
CPA Debt												
CPA \$225k Town Hall	FY 20	25,566	25,032	24,413	23,738	22,950						
CPA Hawthorne Acquisition	FY 21	58,375	57,063	55,625	54,125	52,625	50,938					
CPA Housing Authority	FY 22	41,650	40,600	39,550	38,500	37,450	36,400	35,700				
S. East St Land Acquisition	FY 24	7,200	7,080	6,960	6,840	6,720	6,600	6,480	6,360	6,180		
Ann Whalen Unit Preservation (Housing)	FY 24	13,200	12,980	12,760	12,540	12,320	12,100	11,880	11,660	11,330		
Rolling Green Unit Preservation (Housing)	FY 25	175,546	170,600	164,100	157,600	152,400	147,200	142,000	136,800	134,200	81,600	
Subtotal CPA Debt		321,537	313,355	303,408	293,343	284,465	253,238	196,060	154,820	151,710	81,600	0
TOTAL GENERAL FUND DEBT		2,254,806	2,341,484	2,169,275	1,744,620	1,293,178	1,153,808	626,012	559,759	431,313	315,451	155,401

** Funded via temporary property tax increase from Proposition 2 1/2 Debt Exclusion.

JOINT CAPITAL PLANNING COMMITTEE
General Fund Five Year Capital Plan

Fiscal Years 2018 - 2022

SHORT-TERM DEBT & PROPOSED / PROJECTED DEBT

	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28
Short-Term Interest (budgeted)	5,000	10,000	10,000	10,000	10,000	10,000	130,000	130,000	880,000	844,800	809,600	774,400
Wildwood Boiler, 4 year debt, 2%			135,000	132,500	130,000	127,500						
Elementary Study FR, 2 yr 2%		-	59,800	58,650				0	0	0	0	0
Jones Library Renovations			45,000	1,530,000	1,676,500	1,638,225	1,599,950	1,561,675	1,523,400	1,485,125	1,446,850	1,408,575
DPW Building Construction			-	40,500	1,593,000	2,849,100	2,779,875	2,710,650	2,641,425	2,572,200	2,502,975	2,433,750
AFD South Station			0	0	0	54,000	1,858,500	3,162,825	3,077,250	2,991,675	2,906,100	2,820,525
Elementary School Replacement			0	0	0	0	0	8,000	1,125,000	2,503,750	2,432,000	2,360,250
24 Montague Rd Land Acquisition		162,000	156,600	151,200	145,800	140,400						
Puffer's Pond Dredging					187,500	178,125	169,219	160,759	152,720			
Ladder Truck		-				195,000	185,250	188,000	175,500	169,000	162,000	156,000
Fire Pumper			153,333	146,933	139,933							
Fort River School Roof, 5 yr 4 %				300,000	290,000	280,000	270,000	260,000				
Regional Capital Plan 2.25% of budget			139,973	213,470	285,500	358,390	432,245	447,397	462,849	482,399	650,540	663,550
Schematic Design of DPW and AFD South			154,000	151,200	149,450	147,000	144,200					
Other replacement in ongoing captial needs					400,000	400,000	400,000	400,000	440,000	484,000	532,400	585,640
Total	5,000	172,000	853,706	2,734,453	5,007,683	6,377,740	7,969,239	9,029,306	10,478,144	11,532,949	11,442,465	11,202,690
Debt Excluision - Schools			-	-	-	-	-	8,000	1,125,000	2,503,750	2,432,000	2,360,250
Debt Exclusion - Library		-	45,000	1,530,000	1,676,500	1,638,225	1,599,950	1,561,675	1,523,400	1,485,125	1,446,850	1,408,575
CPA Funded												
Debt Service to Cover with Capital Plan	5,000	172,000	808,706	1,204,453	3,331,183	4,739,515	6,369,289	7,459,631	7,829,744	7,544,074	7,563,615	7,433,865