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**REPORT OF THE JOINT CAPITAL PLANNING COMMITTEE**  
**Final MARCH 31, 2023**

**A. JCPC Recommendations FY24: Summary**

This report from the Joint Capital Planning Committee (JCPC) provides recommendations to the Town Manager regarding Fiscal Year 2024 (FY24), which begins July 2023, and the five-year capital improvement program (CIP) FY24-FY28 as required by the Charter (Section 5.7 (b)). Guidelines for FY24 from the Town Council and Town Manager increased the capital budget share of the property tax levy to 10.5%. This provides \$6.2 million for FY24 to finance capital projects. Including State Chapter 90 funds for road improvements and funds from the Community Preservation Act to cover debt costs for CPA projects, the proposed capital budget for FY24 totals \$ 8.6 million. These funds must also pay for the \$1.2 million in debt service from earlier years, leaving \$7.4 million for new projects. The projects included \$725,000 for a pumper truck proposed for borrowing.

The capital requests initially presented to JCPC for FY24 exceeded the funds available by \$260,126. In our 3/16/23 meeting, the Finance Director and Town Manager proposed reductions/additional funding of more than \$700,000 in response to questions we had raised and in an effort to enable additional spending on roads/sidewalks.

JCPC agreed with the proposed changes. The reductions resulted in a \$467,874 surplus in FY24 although the projected deficit for FY25 increased due to some requests being pushed into that year. We note that the draft five-year plan foresees significantly larger deficits in FY26 and FY27 as shown in the Tables in the Appendix to this report. The deficits reflect projected borrowing for major capital projects, including the Library, and DPW.

The following summary of Committee recommendations focuses on projects for FY24. Section B of the report provides general comments about the five-year plan, the resident proposal process, and other materials presented for JCPC discussions.

Recommendations for FY24

Overall, we endorse the projects recommended for FY24 as amended. We noted that two proposed projects require further analysis.

- **Battery Purchase for Current Electric Bus (\$150,000):** The current electric bus has required frequent repairs and is often out of service. We recommend changing the line item to reflect bus improvements/batteries so that the school can determine whether or not a new battery makes sense. We realize if the answer were no, we would need an additional bus. We recommend the Town and schools explore all available options and that the Town avoid purchasing a new diesel bus. Some suggestions included exploring a lease for an electric bus or extending the contract with Five-Star to include an additional bus.
- **Field maintenance equipment (\$230,000):** We noted that DPW has also requested an additional staff position and supplies to properly maintain the fields with the new equipment but that the

operating budgets are not yet finalized to confirm the addition to staff requested. The JCPC endorses the purchase of equipment as it will be utilized to maintain all fields around the high school, middle school, and the community fields, but has expressed concern over the utility of purchasing equipment if the additional staff and supply budget are not also added. It was further recommended that the Town explore possible options to offset the costs. These include whether some of the costs, purchase or operating, should be shared with the region and the possibility of a partnership or in-kind support from UMass. UMass turf management program, in particular, could be a support of the Town fields.

#### Other Recommendations for FY24

**Increase roads/sidewalks budget to balance FY24:** Roads and sidewalks continue to be a high priority for residents. We support the Town Manager’s recommendation that the \$467,874 that was not yet allocated in the revised FY24 plan presented to us on March 16 be allocated to sidewalk/road repairs.

**Resident proposals:** This year we received eight eligible resident proposals (listed below in Section B). Six were related to roads and safety, and two for a Bike Share/Charging Station. We recommend the following approach to address these proposals:

- **Bike share:** The requested amount of \$20,000 is to match a private investment of \$20,475. We recommend that the proposed station/bikes be funded out of the Sustainability Fund, contingent on expansion being approved by the Sustainability/Bike Share program team.
- **Resident proposals related to roads and safety:** This year’s resident proposals include speed humps, a crosswalk with the creation of a pedestrian lane in the street, digital powered “your speed” signs, and the installation of a convex traffic mirror. All of the proposals had merit based on the presentations.

Since the inception of the Resident proposal request, the JCPC has continued to receive requests from residents around traffic and pedestrian safety. The JCPC noted that there is a need for policy, process, and communication around which streets, sidewalks, and traffic calming measures are prioritized by the Town and how residents should notify the Town of their concerns. The policy and criteria for prioritization needs further development, including clarifying the role of the Transportation Advisory Committee (TAC) in the process. This should include creating a clear set of procedures, policies, and practices that would identify and prioritize streets to enable action in a consistent and equitable manner.

**Body Cams:** During our 3/23/23 meeting, the Finance Director and Town Manager recommended that the request for body cameras for the Police Department (\$251,528) be removed from the list of requests and placed on the Pending List of projects to be considered once grant funds are received. It was reported to the Committee that the number could potentially be reduced to 35-40 compared to the initial request for 50 units. This removal of body cams from FY24 made \$251,528 available for FY24 for other purposes.

- **Increase Tree Planting and Removal:** The Town Manager and Finance Director recommended that \$30,000 to \$40,000 of those funds be reallocated to increase the Tree Planting and Removal line item from its current \$20,000. It was noted that while this line item was amended from tree repair to also include tree planting, no additional funds were initially added to increase the line item. The JCPC supports this recommendation.
- **Remaining balance of funds:** JCPC further recommends that the facilities projects reflected in the outyears be reviewed to determine whether it would be better to do any sooner, using the available balance of funds, particularly if doing so would reduce future debt, provide sustainability improvements, and/or save operating costs. If there are no options for using the funds for future

facility needs, JCPC recommends that available additional funds be added to the road and sidewalk line items.

**Facility and Sustainability Funds:** The CIP plan now includes several funds that enable flexibility and clustering capital projects—Sustainability Fund, Town Building Facility Fund, and School Facility Fund. We endorse this approach but recommend the following:

- **Library Facilities Fund:** add a line for a Library Facilities Fund in future years.
- **Annual Report:** provide an annual report to JCPC each year on how the funds were used along with plans for the future. We should evaluate the level each year as well as keep an eye toward consistently assuring individual projects below the \$10,000 threshold are funded out of Operating Budgets rather than being included in the Capital Budget.

The tables attached to this report show the net result of projects removed or reduced for FY24 during our discussions. Including the removal of body cams and increase in tree removal/planting, the changes resulted in a positive balance of \$679,403 for FY24. As described above, we recommend that most of the balance be allocated to roads/sidewalks pending final review of facilities repair needs.

## **B. Five-Year Plan and Other Material in CIP**

### **Five Year Plan**

The Committee reviewed the five-year plan. We noted that the projected plan is not balanced until FY28. As a result of moving some FY24 projects to FY25, the estimated FY25 deficit increased from \$55,405 to \$439,005. Projected FY26 and FY 27 deficits exceed \$1.3 million. The deficits reflect the onset of debt services for two of the four capital projects; a DPW building and Jones Library (see debt service projections page 28 draft CIP).

Our discussions with departments regarding plans for FY25-FY28, proposed capital spending for buildings, facilities, and equipment found that projects appear to be thoughtful and reflect priority needs. In advance of planning for major capital projects, the Town Manager has continued to make roadwork and sidewalk repair a priority. However, the Five-Year plan would reduce by half the Town portion of spending on roads and sidewalks starting in FY25 through FY28. This assumes the Council and Town proceed with major building projects on the proposed timeline and in compliance with the current funding plan.

As we discuss below, we also urge the Town Manager and Council to advocate for increases in State Chapter 90 Funds for roads. Enhancing state support to keep up with the cost of road repair is urgently needed by Amherst and all Western Massachusetts towns.

### **Process**

We commend the Town Manager and staff on developing innovations introduced in recent years that provide the JCPC with a more comprehensive Capital Improvement Plan at the beginning of our deliberations. This included: information on unspent funds from earlier capital appropriations, an inventory of buildings and vehicles, and a list of projects that will need to be funded in the future.

We also appreciate the addition of the actual and projected debt schedule linked to projects. We recommend that such information continues to be part of future practice, with updates as plans evolve.

We repeat our suggestion from last year that the Town Manager consider ways to profile major capital expenditures in the Enterprise Funds, the Community Preservation Act, and the Regional capital budget in public presentations of the Capital Plan for a more comprehensive summary of capital improvements across all funding sources.

### C. JCPC and CIP Plan: Meetings and Discussion

The JCPC provides advice to the Town Manager regarding proposed capital spending for the coming year and the five-year capital improvement plan. The Committee met weekly starting February 9<sup>th</sup>. At the outset, we received an overview of the CIP, proposed capital spending for FY24, and proposed five-year capital expenditures that had been developed by staff given projected funds available for capital spending. We focused on the FY24 proposals and met with department heads to discuss each proposed project and reviewed the capital inventory. Our work was informed and assisted throughout by Sean Mangano, Director of Finance.

#### FY24 Capital Requests Proposed to JCPC— Initial and Revised

Capital requests presented to the committee by Town departments, schools, and the library initially totaled \$5.7 million, with the Fire Department's pumper truck (\$725,000) proposed for borrowing. The initial draft had a \$260,126 deficit (see Original Draft CIP).

Over the course of our weekly meetings, the Committee discussed requests with department heads and facility staff and asked about urgency, related operating costs, funds available from past appropriations, potential grants, and whether there were more sustainable alternatives available.

Based on questions raised about specific projects and a review of capital funds available from prior capital appropriations, the Town Manager and Finance Director proposed the following:

- move the sidewalk plow (\$200,000) to FY25
- remove the request for a special education van for schools (\$35,000) (use funds available from prior year)
- reduce field maintenance equipment to phase one only (\$230,000, a reduction of \$85,000)
- reduce the number of new Police cruisers from four to three (\$225,000 a reduction of \$75,000)
- move the golf course irrigation systems for Recreation to FY25 (\$75,000) and add the request for a top dresser (\$15,000)
- reduce the general funds for interior/exterior improvements for Town facilities to \$150,000 (reduction of \$50,000) and School facilities to \$50,000 (reduction of \$50,000) as there will still funds available from prior fiscal years
- remove HVAC request for the Police station (\$75,000) as this will need to be replaced in the current fiscal year and there are funds available in this year's capital budget to pay for the request

These changes resulted in a total reduction of \$728,000 from the initial project list.

This resulted in \$467,874 of unallocated funds for FY24. Roads and sidewalks continue to be a high priority for residents. Chapter 90 bond-funded allocations from the state have been generally level funded since FY12. Because Chapter 90 funds have generally remained level funded, the actual level of state support (inflation adjusted) for local road projects has dropped by roughly 43%. The total amount received in Chapter 90 funds (~\$840,000) currently provides funding for the repaving of approximately  $\frac{3}{4}$  of a mile of road.

The Town Manager recommended that these unallocated funds be allocated to roads and sidewalk repairs. This would bring the total for roads/sidewalks, including Chapter 90 funds, to more than \$2 million. The Town Manager noted the Town will be able to pave some sideroads. He also reported that there is a grant next year that will pay for sidewalks along Belchertown road in East Amherst.

Following a discussion of the fact that the allocation would increase Amherst's competitive position in securing road contractors and any unused funds from FY24 would roll into FY25, the Committee members endorsed this suggestion. We further recommend this increased amount be allocated, as appropriate in sidewalks' maintenance and the rest for road repair.

The Town Manager and Finance Director proposed the following additional changes on 3/23.

- Removal of body cameras for Police Department (\$251,528), reduction of the requested number of cameras from 50 to between 35-40, and place the request the pending List of projects to be considered with grant funds
- Allocation of a portion of this amount to increase the funding for Tree Removal and Planting by ~\$30,000 to \$40,000

JCPC agreed with these recommendations and further recommends that any remaining balance of funds from the removal of the body cameras be spent on facilities improvements reflected in the outyears, and, if not possible, then the balance be added to further increase the funding for roads and sidewalks.

### **Resident Capital Requests:**

In addition to Department requests, we received eight resident capital proposals:

- Two for speed bumps on Harris and Fisher Streets to improve safety by slowing and discouraging cars from using these cutoffs to avoid the traffic light
- Crosswalk with an added pedestrian street lane at the corner of Fisher and Pine to connect to the sidewalk on the other side of Pine street.
- E-Bike station at the Mill District apartment areas, with the offer to privately fund \$20,475 (half of the total cost) toward the cost of the installation
- Bicycle Parking Area near North Pleasant Street
- Speed light near Cushman to slow cars, posting their speed compared to the 25 mph limit.
- Convex mirror at East Pleasant Street opposite of Mount Pleasant and East Pleasant street to enable cars to see oncoming traffic before entering the street
- Signage for a counter bike lane by Kendrick informing bikers that they can ride in either direction by Kendrick Park on the otherwise one-way section of North Pleasant.

As in past years, JCPC members found it difficult to assess these proposals without input from staff or knowledge of how the proposals fit within overall plans. Last year, we recommended that the DPW or other staff or TAC review the requests, prior to these coming to JCPC. This did not happen this year.

For proposals regarding speed bumps, sidewalks, and crosswalks and speed warning or cross-walk blinking lights, we recommend that DPW and the Police Department work with TAC to determine prioritization, identify areas for action, and develop an overall plan that is consistent and equitable.

- For example, for speed bumps, the Town could identify streets where cars regularly cut through to avoid a traffic light/intersection. There could then be a plan to address the specified areas.
- For crosswalks, there needs to be a stated policy and rationale.
- For speed warning or blinking crosswalk lights, there could be criteria determined by safety.

Regarding the bike station, we were informed that staff (Stephanie Ciccarello) had reviewed the request and was positive about the proposal and location. We recommend exploring funding this project out of the Sustainability Fund.

For speed bumps, we recommend assessment of how to remedy the safety concerns from a town-wide perspective rather than solely for those projects brought to JCPC.

- We endorse the Council’s goal for the Town Manager to develop a list for plans for roads, crosswalks, and sidewalks that is transparent to the public. We recommend that studies such as these be added to the list for prioritization.
- We further recommend clarity in the process by which residents can bring proposals to TAC or the DPW with a clear path forward to prioritize and reach a decision.
- We also discussed the need for staff review of the JCPC resident proposal process to ensure simplicity and equity, and to provide guidance to applicants.

**Comments on the set of proposals:**

Consistent with Town Council guidelines, the JCPC endorses the plan to allocate 10.5% of the property tax levy to capital. However, based on the Five-Year Plan, this will not be sufficient without aggressively seeking grants or other resources to supplement Town funds. We have a backlog of roads that require repair and four major buildings that need significant repair or replacement.

We recommend assessment of how often we replace vehicles and the overall fleet as a possible area to stretch Town resources. For residents, it will be essential to keep up with needs for road and sidewalk repairs. At the same time, we need to keep up with maintenance of buildings.

With the revisions proposed on March 16 and 23 and the additional allocation to roads, the capital plan for FY24 would be in balance. It would include:

- \$1.06 million for schools
- \$3.3 million for DPW
- \$1.0 for Town facility maintenance and repairs
- \$230 thousand for Information Technology including library technology
- \$1.6 million for Fire,
- \$574 thousand for police
- \$125 thousand for conservation, planning, and recreation (Cherry Hill)

The proposed budget continues the practice initiated last year for a Facility Budget for the town building maintenance fund that includes the Fire and Police Department. The Committee endorses this approach and recommends that the Town Manager report back to JCPC each year on how well the proposed funding covered the range of projects proposed.

The Committee supports the proposed project requests and offers recommendations as noted in the introduction of our report. We generally found the projects to be high priority investments in our schools, town buildings, sustainability improvements, public safety equipment, roads and sidewalks, recreational facilities, vehicle replacements, and zoning planning. We appreciate that staff viewed projects using a lens of sustainability to reduce the Town’s environmental impact and recommend that this continues.

We appreciated the support from Sean Mangano, who conferred with the Town Manager after our discussions to propose changes that addressed issues we had identified.

**Capital Planning Budget Issues: Five-Year Plan**

The JCPC did not discuss the specific items proposed for the years after FY24 but recommends all be assessed in terms of priority and sustainability goals. This would include consideration of delaying vehicle purchases when possible in the event that hybrid or electric vehicles are coming on the market and being

tested. To the extent that some of the proposed projects might be eligible for Community Preservation Act support or grant funding, we recommend that the Town Manager seek such support to enable general fund capital resources to stretch further and keep up with needs for facility maintenance, essential equipment, and roads/sidewalk repairs.

The tentative five-year plan in the Appendix also includes estimates of borrowing costs for all of the projects proposed for borrowing. Funding for the four major building projects will have an impact on the town's five-year capital budget and is a part of the overall capital plan. Staff will need to revisit the plan as timing and other information becomes available.

JCPC did not discuss the major building projects as these depend on Town Council and Finance Committee discussion and decisions. However, members recommend that the Town Manager clearly convey that achieving this plan will require some difficult choices when presenting the Capital Improvement Program and the Five-Year Plan to the public

### **JCPC Thoughts on the CIP Presentation**

This year, the Town Manager and staff continued efforts to develop the FY24 Capital requests and a Five-Year Capital Improvement Plan to present to JCPC at the outset of Committee meetings. They incorporated several changes and improvements in response to earlier JCPC recommendations. We value these changes and recommend the practice continue.

1. The plan covers five years, yet provides information on high priority projects in future years.
2. Staff provided the Committee with an accounting of capital funds appropriated but not yet spent.
3. Staff provided a maintenance table for Town buildings that provides details on utility costs, building and grounds maintenance expenses, supplies, and vehicle and equipment repairs.
4. The Plan included an actual and projected debt schedule linked to projects. We recommend that such information continue to be part of future practice, with updates as plans evolve.

We thank the staff and recommend that the effort to provide such supplemental information continue in the future. The information provides a more comprehensive capital plan.

We also suggest that the Town Manager consider ways to profile major capital expenditures in the Enterprise Funds, through the Community Preservation Act, and the Regional spending budget in Public Presentations for a more comprehensive summary of capital improvements across all funding sources.

### **CPAC**

JCPC did not meet with the Community Preservation Act Committee (CPAC). Instead, the Town arranged for CPAC to go first so that JCPC would know what was already funded. This process worked well to avoid confusion. JCPC recommends that the Town Manager continue to consider CPAC for eligible public projects as part of a comprehensive approach to capital planning. This will involve ongoing communication and coordination with CPAC. If the Town Manager believes that such an effort requires an explicit policy from the Council, we recommend that the Manager suggest a draft policy.

### **The Recommended Capital Plan: A One-Year Budget, a Five-Year Plan— Next Steps**

Appendix tables display the General Fund Five-Year Capital Plan and project details that is the basis of our recommendations. This includes revisions made during our discussions.

The detailed spreadsheet in the draft plan was organized by department except that all vehicles are listed together. JCPC found this helpful and recommends that this way of highlighting vehicles continue.

The Five-Year plan reflects the borrowing for three of the major building projects—Library, Elementary School, and DPW. The plan does not reflect borrowing for the Fire Department as the current plan has

been modified to reflect paying for this project out of reserve funds rather than through borrowing. It was noted that the debt exclusion line is an estimate of the impact of these projects based on the most current assumptions, but that the manner in which the four capital projects will influence the capital plan is continuing to evolve. The new school is shown as debt exclusion starting in FY25; this depends on the May 2, 2023 vote. The onset of the Library debt service depends on moving forward with the project based on Town Council voting to authorize the appropriation of the full cost of the project, due to project costs having increased. Tentative debt service amounts for a DPW facility are shown as starting in FY26 but plans have not yet been developed. The multi-year capital plan will require revisions as projects move forward. The proposed Five-Year plan provides tentative plans through FY28 with the expectation that some projects will be supported by grants.

Charter Section 5.7 specifies the following steps after the JCPC submits these recommendations to the Town Manager:

- (c) Submission: Not later than May 1, the Town Manager shall submit to the Town Council the capital inventory and the five-year capital improvement program.
- (d) Public Forum: The Town Council shall make the proposed capital improvement program available to the public and shall hold at least one public forum on the capital improvement program.
- (e) Adoption: At any time after the public forum but before June 30, the Town Council shall adopt the capital improvement program, which may be amended, provided that each amendment shall be voted on separately and that an increase in the capital improvement program as submitted shall clearly identify the method of financing to accomplish the proposed increase.

We note that the Council has separately considered and voted on the recommendations from the Community Preservation Act Committee for housing, open space, historic preservation, and recreation projects funded from the local voter-approved 3% property tax CPA surcharge and matching state funds.

**JOINT CAPITAL PLANNING COMMITTEE**

Cathy Schoen, Town Councilor, JCPC Chair and Finance Vice Chair  
Alex Lefebvre, Library Trustee, JCPC Vice Chair  
Farah Ameen, Library Trustee  
Irv Rhodes, School Committee  
Pam Rooney, Town Council  
Mandi Jo Hanneke, Town Council  
Jennifer Shiao, School Committee

Staff Liaisons: Sean Mangano, Amherst Director of Finance, Sonia Aldrich, Comptroller



<b>FY 24 - 28 Capital Improvement Program</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 24 - FY 28</b>
<b>Funding Summary</b>	<b>Approved</b>	<b>Proposed</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
Prior Year Levy Limit	59,375,443	61,808,386	64,003,596	66,253,686	68,560,028	70,924,029	
+ 2.5% Allowable Increase	1,484,386	1,545,210	1,600,090	1,656,342	1,714,001	1,773,101	
New Growth Estimate	948,557	650,000	650,000	650,000	650,000	650,000	
Levy Limit Estimate	61,808,386	64,003,596	66,253,686	68,560,028	70,924,029	73,347,130	
Cash Capital (Goal 10%)	\$ 5,719,744	\$ 6,234,422	\$ 6,489,881	\$ 6,720,378	\$ 6,956,637	\$ 7,198,803	\$ 33,600,120
	10.0%	10.5%	10.5%	10.5%	10.5%	10.5%	
Debt Exclusion	\$ -	\$ -	\$ 735,000	\$ 805,000	\$ 1,935,627	\$ 2,659,377	\$ 6,135,004
Reserves (Stabilization)	\$ 500,000						\$ -
Community Preservation Act	\$ 488,720	\$ 443,460	\$ 520,250	\$ 425,150	\$ 377,000	\$ 364,900	\$ 2,130,760
Comcast Funding	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 225,000
Other	\$ 510,200	\$ 984,516	\$ 136,000	\$ 450,000	\$ -	\$ 450,000	\$ 2,020,516
State Aid	\$ 825,991	\$ 841,883	\$ 841,883	\$ 841,883	\$ 841,883	\$ 841,883	\$ 4,209,415
Total	\$ 8,119,655	\$ 8,579,281	\$ 8,798,014	\$ 9,317,411	\$ 10,111,147	\$ 11,514,963	\$ 48,320,815
Borrowing	59,900,000	725,000	29,890,000	2,500,000	725,000	-	33,840,000
<b>FY 24 - 28 Capital Improvement Program</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 24 - FY 28</b>
<b>Expenditure Summary</b>	<b>Approved</b>	<b>Proposed</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
Cash Capital							
Actual Debt (includes CPA, Comcast)	\$ 2,383,965	\$ 1,180,048	\$ 2,994,736	\$ 3,012,191	\$ 2,992,592	\$ 2,895,712	\$ 13,075,279
Projected Debt	\$ 30,000	\$ 50,000	\$ 50,000	\$ 2,886,703	\$ 2,931,893	\$ 2,385,783	\$ 8,304,379
New Projects	\$ 4,369,499	\$ 4,843,431	\$ 4,479,400	\$ 2,887,600	\$ 2,816,600	\$ 1,936,600	\$ 16,963,631
Total Cash Capital	\$ 6,783,464	\$ 6,073,479	\$ 7,524,136	\$ 8,786,494	\$ 8,741,085	\$ 7,218,095	\$ 38,343,288
Debt Exclusion	\$ -	\$ -	\$ 735,000	\$ 805,000	\$ 1,935,627	\$ 2,659,377	\$ 6,135,004
Other	\$ 510,200	\$ 984,516	\$ 136,000	\$ 450,000	\$ -	\$ 450,000	\$ 2,020,516
State Aid	\$ 825,991	\$ 841,883	\$ 841,883	\$ 841,883	\$ 841,883	\$ 841,883	\$ 4,209,415
Total	\$ 8,119,655	\$ 7,899,878	\$ 9,237,019	\$ 10,883,377	\$ 11,518,595	\$ 11,169,355	\$ 50,708,223
<b>Over/Under Available Funding</b>	<b>0</b>	<b>679,403</b>	<b>(439,005)</b>	<b>(1,565,966)</b>	<b>(1,407,448)</b>	<b>345,608</b>	<b>(2,387,408)</b>

## **Project Descriptions**

### **Facilities: Interior/exterior Maintenance/Accessibility Improvements - \$150,000 from Cash Capital**

General and ongoing repair needs for all Town owned buildings. Scope of these typical repairs includes work to walls, ceilings and flooring in office spaces and public areas. Replacement and repair of electrical, plumbing and HVAC fixtures, parts and equipment. Maintenance of exterior building envelope including minor masonry, roofing, doors and windows. Includes building components subject to greater wear such as bathroom partitions and accessories, door hardware and closers, signs, window treatments and service counters. Includes repairs and replacement to building grounds including sidewalks, walkways, stairways, handrails and lighting. Accessibility improvements are also within the scope of this request. This request includes the upgrade of the Town Hall Reception Window.

### **Facilities: Energy Sustainability Improvements - \$200,000 from Cash Capital**

Funds for projects related to reducing the Town's carbon footprint. These funds are proposed to be used broadly for sustainability improvements such as improving heating and cooling systems, upgrading vehicle requests to be hybrids or electric where needed, preparing buildings for solar panels and other energy saving initiatives.

### **Facilities: Bangs Second Floor Renovation - \$50,000 from Cash Capital**

Renovate remaining offices on the second floor of the Bangs Community Center to provide more flexibility of space. Current space is outdated and not useable in its current condition. Parts of the second floor have already been renovated to create new offices for the CRESS department.

### **Facilities: Childcare Facility Parking Lot Paving - \$50,000 from Cash Capital**

Paving the parking area which is in poor condition. Work would include site work, paving, and striping. The Childcare Facility is used by Head Start to provide early childhood services.

### **Facilities: Munson Memorial Building Fire Alarm System - \$65,000 from Cash Capital**

The facility currently has no fire detection. Adding a system will increase safety including alerting the Fire Department and accelerating response time.

### **Facilities: Police Station Roof Replacement - \$300,000 from Cash Capital**

The roof is at the end of its useful life. Part of this project will include evaluating the structural integrity of the roof to determine if solar panels are feasible.

### **Facilities: Central Fire Station Kitchen Renovation - \$30,000 from Cash Capital**

The kitchen is outdated and in need of replacement. It is used by fire fighters and EMTs during their shifts in a 24 hour facility. The cabinets are worn due to this high level of use. The renovation will replace the cabinets, counter tops, sinks and faucet, and hood.

### **Facilities: Town Hall Boiler Replacement - \$140,000 from Cash Capital**

The current system is at the end of its life. It will be replaced with a system that does not rely upon fossil fuels. This request would be combined with existing funds to complete the replacement.

### **Town IT: Technology Equipment/Infrastructure Replacements - \$200,000 from Cash Capital**

Regularly scheduled replacements of servers, PCs, printers, routers, switches, and other critical technology infrastructure systems. This will allow us to replace enough equipment to maintain an equipment rotation plan where equipment is phased out at the end of its useful life.

**Town IT: Jones Library IT Equipment - \$29,200 from Cash Capital**

Regularly scheduled replacements of PCs, printers, routers, switches, and other critical technology infrastructure systems. This will allow us to replace enough equipment to maintain an equipment rotation plan where equipment is phased out at the end of its useful life.

**Fire Department: Portable Mobile Radios - \$50,000 from Cash Capital**

Ongoing need to replace equipment as it reaches end of life. New radios meet current standards and are multiband and in compliance with national standards for interoperability. These radios give us the ability to communicate with fire departments in Franklin County.

**Fire Department: EMS Equipment - \$24,207 from Other (Ambulance Fund)**

Funds to purchase new restraint devices that meet current standards including ones fitted for pediatric patients. Also to purchase a lifting device that helps move heavier patients to the stretcher or onto their feet.

**Fire Department: EMS Power Loaders and Stretchers - \$261,809 from Other (Ambulance Fund)**

Funds to purchase new equipment for each ambulance. The Power Loaders lift the stretcher onto the ambulance and the Power Stretcher automatically raises or lowers the patient. These devices reduce the possibility of back injuries for EMTs and resulting time out of work. The existing devices are past their current life expectancy and have been used for over 30,000 patients over the years.

**Fire Department: EMS Defibrillators/Monitors - \$48,500 from Other (Ambulance Fund)**

These cardiac monitors are essential equipment used by firefighter/paramedic staff to monitor patient heart rhythms and other vital signs when treating and transporting a patient. If necessary, they can be utilized to perform defibrillation on a patient to restart their heart. This request is for the year three payment in a three-year lease agreement.

**Fire Department: Protective Gear - \$50,000 from Cash Capital**

This is part of an annual replacement cycle. Replacement of firefighter protective gear (helmet, coat, bunker pants, boots) is required every ten years due to high usage and to meet national standards (NFPA). The Massachusetts Fire Academy requires ALL protective gear to be in compliance including age in order for firefighters to take any MFA courses. Sunlight and other environmental factors serve to break down the critical elements of the protective ensemble. Incident response also contributes to equipment degradation over time. We seek a set funding amount, \$40,000/yr. each fiscal year, to replace protective gear on a regular basis as needed thus providing the protection needed to operate in hostile and hazardous environments. This annual amount is enough to purchase approximately fifteen complete sets of gear. With our Career, Call and Student firefighters we have approximately one hundred members, plus our fulltime firefighters (45) need two sets of gear each. An annual purchase of fifteen new sets of gear maintains the ten-year replacement cycle.

**Police Department: Dispatch Console Upgrade - \$322,733 from Cash Capital**

Replacement of Police/Fire/EMS communication consoles which include radios and infrastructure.

**Schools: Electric Bus Upgrades / Battery Replacement - \$150,000 from Cash Capital** 

The current electric bus needs significant upgrades and the potential replacement of the original batteries. This would provide funding to upgrade the bus to make it functional and perhaps fund the replacement batteries.

**Schools: Computers/Technology - \$59,918 from Cash Capital**

To upgrade network and WiFi at Crocker Farm and to replace aging/failing projectors.

**Schools: Non-Bus Vehicle Charging Infrastructure - \$50,000 from Cash Capital** 

Develop electrical infrastructure to charge school owned electric vehicles. Electrical vehicles are rapidly becoming viable options in more use circumstances. As a district we will be investing in electric vehicles in the coming years. Development of this infrastructure to accommodate these vehicles will be required to meet needs as well as our climate goals. This will be a project which we will undertake with the other districts as well.

**Schools: HVAC Improvements/Replacements - \$70,000 from Cash Capital**

Funding to augment school specific Univent and HVAC projects and to support other HVAC needs as they arise. Funding will help prevent failures and address them if they arise.

**Schools: Interior/Exterior Upgrades & Accessibility Improvements - \$50,000 from Cash Capital**

Ongoing repair of the interior finishes and features of the building including walls, floors, ceilings, doors, stairwells, and fixtures. Includes accessibility upgrades and indoor air quality steps. Also includes exterior improvements such as parking lot or roof repairs.

**Schools: Asbestos Management - \$10,000 from Cash Capital**

All three schools have asbestos (even new construction uses asbestos) and ongoing management is needed to keep users of the building safe. This funding will help in the regular review of asbestos handling and sequestration needs as well as be available for unanticipated projects.

**Schools: Security - \$25,000 from Cash Capital**

Ongoing repair and replacement of security features for the elementary schools including alarms, door hardware, doors, monitoring, and electrical support.

**Schools: Furniture Replacement - \$10,000 from Cash Capital**

Ongoing replacement of furnishings which are damaged beyond repair including cafe tables, chalk boards, chairs, desks, book cases, fixtures, etc. This would be provided for Crocker Farm, Fort River and Wildwood elementary schools.

**Department of Public Works: Transportation Engineering - \$50,000 from Cash Capital**

This is our annual request for funds to support Transportation requests and the Transportation Plan priorities. The money will be used to fund engineering surveys and data collection to move resident concerns to a possible solution.

### **Department of Public Works: Storm Water Management - \$50,000 from Cash Capital**

This is a Federal requirement. This will be year 3 of our new Municipally Separate Storm Sewer System (MS4) permit. There are several required actions that are needed to meet our permit requirements. These funds will be used to contract for engineering, testing and educational support to meet these requirements. Information on our permit and requirements are posted at <https://www.amherstma.gov/3500/Stormwater-Management>.

### **Department of Public Works: Sidewalks - \$200,000 from Cash Capital**

Every year the DPW requests funds to address the backlog of sidewalk repairs that have accumulated and to extend sidewalks where they have been requested and found to be needed. This money can be used on stand-alone issues or pooled with other funds to address larger sidewalk issues.

### **Department of Public Works: Road Repair/Resurfacing - \$1,000,000 from Cash Capital**

These funds are used along with Chapter 90 and other grant funds to address roadway maintenance. This work may include, shimming, maintenance overlays, localized pavement repairs, traffic signal repairs or upgrades due to damage or wear, sidewalk repairs, guard rails, drainage repairs and/or any other roadway defect. These repairs may or may not be on the 5 year pavement plan.

### **Department of Public Works: Asphalt Hotbox Replacement - \$60,000 from Cash Capital**

To replace the current asphalt recycling machine with a new hot box. The hot box is used to heat up asphalt for repairs during the winter. The current recycler is not working properly and parts are hard to find.

### **Roads - \$841,883 from State Aid**

Funds will be used to repair and replace roads. Funds come from Chapter 90 which is a State Aid program. These funds are yet to be approved by the State and will only be spent if and when the States authorizes the funding.

### **Department of Public Works: Field Equipment - \$230,000 from Cash Capital**

Funds to purchase equipment to help maintain athletic fields including a tractor, deep tine aerator, top dresser, mower, groomer, broad cast spreader, and other turf equipment.

### **Department of Public Works: Tree Planting and Removal Support - \$60,000 from Cash Capital**

Funds to hire contractors or purchase specific equipment and support for dealing with shade tree removals. Includes funds to purchase new shade trees.

### **Planning: Planning Consultants - \$50,000 from Cash Capital**

Funds to hire consultants to support priority initiatives such as East Amherst Village planning and zoning, affordable housing pre-development studies, evaluation of alternative locations for a parking garage.

### **Recreation: Chery Hill Parking Lot Repairs - \$20,000 from Cash Capital**

The parking lot is beyond patching and has several large potholes capable of damaging vehicles. These funds will help address a growing problem before it leads to bigger issues.

**Recreation: Top Dresser- \$15,000 from Cash Capital**

Replacement of the machine used to maintain the greens at Cherry Hill.

**Vehicles: Recreation Van- \$40,000 from Cash Capital** 

Replacement of 2008 Chevy that is in fair/poor condition and has maintenance concerns. The proposed vehicle would align with the Town's sustainability goals.

**Vehicles: Tree and Grounds ¾ Ton Pickup with Plow - \$75,000 from Cash Capital**

Replacement of a vehicle assigned to the Tree and Ground Division.

**Vehicles: Highway 5-7 Yard Dump/Sander Truck - \$200,000 from Cash Capital**

Replacement of a vehicle assigned to the Highway Division. There are five of these in the fleet.

**Vehicles: Highway 5-7 Yard Dump/Sander Truck Snow Equipment - \$60,000 from Cash Capital**

Heavy snow equipment for the vehicle above.

**Vehicles: Electric School Bus and Charging Infrastructure - \$373,080 from Cash Capital and \$200,000 from Other (State Grant)** 

This is for the replacement of diesel school bus, which has reached the end of its useful life, with an electric school bus. The procurement of a second electric bus necessitates the investment in the infrastructure to charge these buses quickly. Without the ability to charge quickly we are unable to meet the transportation demands of the district with this equipment and are therefore more reliant on 3rd party vendors.

**Vehicles: School Maintenance Fleet Vans - \$60,000 from Cash Capital**

This is to replace maintenance a maintenance vehicle which is more than 12 years old and reaching the end of useful life.

**Vehicles: Police Cruisers (Hybrid) - \$225,000 from Cash Capital** 

Replacing three (3) gas cruisers with hybrid cruisers.

**Vehicles: Ambulance - \$450,000 from Other (Ambulance Fund)** 

Replacement of 2015 ambulance. Current ambulance delivery schedules are taking two years from order which would put the 2015 vehicle at ten years old when the new vehicle would arrive. The new vehicle will include anti idling technology to reduce fuel usage.

**Vehicles: Fire Pumper Truck - \$725,000 from Borrowing** 

Replacement of 2001 pumper truck that has twenty-year life expectancy. New vehicle will take two years to arrive and will include anti idling technology.

**Vehicles: All Terrain Vehicle - \$13,500 from Cash Capital**

Replacement of existing vehicle from 2007 which was used at the time of acquisition. Used for rescues in areas inaccessible by larger vehicles such as the numerous miles of hiking trails throughout Amherst.

Ten Year Debt Schedule (Does not include enterprise funds)												
Updated 1.20.23												
Project	Total Amount	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	Principal Remaining
Fire Pumper Truck	\$ 400,000	\$ 41,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
East Street Building	\$ 700,000	\$ 72,800	\$ 71,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I - Net Loop	\$ 589,000	\$ 73,650	\$ 71,250	\$ 68,850	\$ 67,050	\$ 65,250	\$ 63,450	\$ 56,650	\$ -	\$ -	\$ -	\$ -
School Feasibility Study - AU	\$ 750,000	\$ 105,000	\$ 102,000	\$ 99,000	\$ 96,000	\$ 93,000	\$ 90,000	\$ 87,000	\$ 84,000	\$ 81,000	\$ 78,000	\$ -
Police Facility Chiller - AU	\$ 450,000	\$ -	\$ 58,500	\$ 57,150	\$ 55,800	\$ 54,450	\$ 53,100	\$ 51,750	\$ 50,400	\$ 49,050	\$ 47,700	\$ 45,000
Fire Department Pumper - AU	\$ 450,000	\$ -	\$ 108,000	\$ 104,400	\$ 100,800	\$ 97,200	\$ 93,600	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works Sweeper - AU	\$ 310,000	\$ 71,920	\$ 69,440	\$ 66,960	\$ 64,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Crocker Farm Gym Floor Replacement	\$ 350,000	\$ -	\$ 84,000	\$ 81,200	\$ 78,400	\$ 75,600	\$ 72,800	\$ -	\$ -	\$ -	\$ -	\$ -
Ladder Truck	\$ 1,500,000	\$ -	\$ 210,000	\$ 204,000	\$ 198,000	\$ 192,000	\$ 186,000	\$ 180,000	\$ 174,000	\$ 168,000	\$ 162,000	\$ 150,000
Jones Library Addition/Renovation	\$ 15,751,810	\$ -	\$ 1,154,813	\$ 1,155,562	\$ 1,155,062	\$ 1,153,312	\$ 1,155,312	\$ 1,155,812	\$ 1,154,812	\$ 1,152,312	\$ 1,153,312	\$ 10,045,000
Fire Pumper Truck (1999)	\$ 725,000	\$ -	\$ -	\$ 174,000	\$ 168,200	\$ 162,400	\$ 156,600	\$ 150,800	\$ -	\$ -	\$ -	\$ -
Fire Pumper Truck (2003)	\$ 725,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,500	\$ 98,600	\$ 95,700	\$ 92,800	\$ 89,900	\$ 362,500
Mill River Playground	\$ 400,000	\$ -	\$ -	\$ 56,000	\$ 54,400	\$ 52,800	\$ 51,200	\$ 49,600	\$ 48,000	\$ 46,400	\$ 44,800	\$ 80,000
War Memorial Playground	\$ 350,000	\$ -	\$ -	\$ 49,000	\$ 47,600	\$ 46,200	\$ 44,800	\$ 43,400	\$ 42,000	\$ 40,600	\$ 39,200	\$ 70,000
Crocker Farm HVAC/Windows Replacement	\$ 990,000	\$ -	\$ -	\$ 138,600	\$ 134,640	\$ 130,680	\$ 126,720	\$ 122,760	\$ 118,800	\$ 114,840	\$ 110,880	\$ 198,000
Crocker Farm Roof Replacement	\$ 2,600,000	\$ -	\$ -	\$ -	\$ 234,000	\$ 228,800	\$ 223,600	\$ 218,400	\$ 213,200	\$ 208,000	\$ 202,800	\$ 1,690,000
Bond Anticipation Note Interest - Estimate		\$ 50,000	\$ 50,000	\$ 734,200	\$ 558,150	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Rock Farm So. East Street CPA	\$ 60,000	\$ 6,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ann Whalen CPA	\$ 110,000	\$ 11,330	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rolling Green Affordable Housing CPA	\$ 1,250,000	\$ 134,200	\$ 81,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Groff Park CPA	\$ 500,000	\$ 98,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kendrick Park CPA	\$ 259,000	\$ 38,850	\$ 37,450	\$ 36,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Belchertown Road Land Purchase CPA	\$ 600,000	\$ 81,600	\$ 79,200	\$ 76,800	\$ 74,400	\$ 72,000	\$ 69,600	\$ 67,200	\$ 64,800	\$ 62,400	\$ -	\$ -
Valley CDC - SRO Studio Apts CPA	\$ 500,000	\$ 72,500	\$ 70,000	\$ 67,500	\$ 65,000	\$ 62,500	\$ 60,000	\$ 57,500	\$ 55,000	\$ 52,500	\$ -	\$ -
Jones Library Addition/Renovation	\$ 1,000,000	\$ -	\$ 140,000	\$ 136,000	\$ 132,000	\$ 128,000	\$ 124,000	\$ 120,000	\$ 116,000	\$ 112,000	\$ 108,000	\$ 100,000
ARHS Track and Field Improvements	\$ 800,000	\$ -	\$ 112,000	\$ 108,800	\$ 105,600	\$ 102,400	\$ 99,200	\$ 96,000	\$ 92,800	\$ 89,600	\$ 86,400	\$ 80,000
Regional Debt Assessment		\$ 372,018	\$ 545,083	\$ 749,919	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ -
Water Enterprise Fund		\$ 702,630	\$ 798,500	\$ 1,282,845	\$ 1,259,845	\$ 1,246,595	\$ 1,163,345	\$ 1,146,820	\$ 1,129,845	\$ 1,033,870	\$ 824,595	\$ 12,598,541
Sewer Enterprise Fund		\$ 1,048,490	\$ 964,500	\$ 936,875	\$ 710,975	\$ 694,950	\$ 678,800	\$ 662,150	\$ 645,375	\$ 630,325	\$ 615,150	\$ 1,315,000
Fort River / Wildwood Replacement	\$ 53,000,000	\$ -	\$ 735,000	\$ 805,000	\$ 1,935,627	\$ 2,659,377	\$ 3,208,400	\$ 3,213,600	\$ 3,211,800	\$ 3,213,200	\$ 3,212,600	\$ 46,608,739
Public Works Replacement	\$ 30,000,000	\$ -	\$ -	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 1,734,903	\$ 25,071,283
Total	\$ 115,119,810	\$ 2,981,168	\$ 5,542,736	\$ 8,923,614	\$ 9,830,932	\$ 9,882,417	\$ 10,386,930	\$ 10,142,945	\$ 9,861,435	\$ 9,711,800	\$ 9,340,240	\$ 98,414,063
Less Debt Exclusion	\$ (53,000,000)	\$ -	\$ (735,000)	\$ (805,000)	\$ (1,935,627)	\$ (2,659,377)	\$ (3,208,400)	\$ (3,213,600)	\$ (3,211,800)	\$ (3,213,200)	\$ (3,212,600)	\$ (46,608,739)
Less CPA Funding	\$ (5,079,000)	\$ (443,460)	\$ (520,250)	\$ (425,150)	\$ (377,000)	\$ (364,900)	\$ (352,800)	\$ (340,700)	\$ (328,600)	\$ (316,500)	\$ (194,400)	\$ (180,000)
Less Enterprise Funds		\$ (1,751,120)	\$ (1,763,000)	\$ (2,219,720)	\$ (1,970,820)	\$ (1,941,545)	\$ (1,842,145)	\$ (1,808,970)	\$ (1,775,220)	\$ (1,664,195)	\$ (1,439,745)	\$ (13,913,541)
Net General Fund Debt	\$ 57,040,810	\$ 786,588	\$ 2,524,486	\$ 5,473,744	\$ 5,547,485	\$ 4,916,595	\$ 4,983,585	\$ 4,779,675	\$ 4,545,815	\$ 4,517,905	\$ 4,493,495	\$ 37,711,783