

TOWN OF WOLFEBORO

2023-2032 CAPITAL IMPROVEMENT PROGRAM

PREPARED BY: CAPITAL IMPROVEMENT PROGRAM COMMITTEE

ADOPTED BY: WOLFEBORO PLANNING BOARD

ADOPTED DATE: 10/18/2022

ACKNOWLEDGMENTS

The Town of Wolfeboro Capital Improvement Program (CIP) Committee wishes to acknowledge and extend a thank you to Wolfeboro's Department Heads, Town support staff, Police Commissioners, Library Trustees, and Governor Wentworth Regional School District Board members for their assistance to and support of the 2023-2032 Capital Improvement Program process. Their flexibility and commitment to attending meetings and providing information and updates on an ongoing basis is invaluable to the development of this Plan. The following individuals are responsible for the development of this plan:

Capital Improvements Program (CIP) Committee:

Kathy Barnard, Chairman, Planning Board Representative

Mike Hodder, Planning Board Representative

Linda Murray, Board of Selectmen Representative

Charles Sumner, Member-at-Large

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Brad Harriman, Selectmen's Representative

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INTRODUCTION

The Capital Improvement Program (CIP) plan forms the foundation of the Town of Wolfeboro's short and long-term capital and community planning processes. As authorized by NH RSA 674:5, the Town of Wolfeboro Planning Board, with the support of the Department of Planning and Development and CIP Committee, prepares its 10-year plan on an annual basis.

The Plan includes capital improvement projects reviewed by the CIP Committee based on its analysis of project requests submitted and presented by Town Department Heads. These include the following: Town Manager, Public Works (Highway, Sewer, and Water), Municipal Electric Department, Libby Museum, Fire Department, Police Department, Library, Governor Wentworth Regional School District, and the Parks and Recreation Department. The CIP includes major projects currently underway and future projects to be undertaken, in most cases with public funds.

PURPOSE

The Town of Wolfeboro CIP must address the goals and recommendations of the Town of Wolfeboro Master Plan. The CIP should provide the following benefits to the community (as noted in *The Planning Board in New Hampshire, A Handbook for Local Officials*, produced in 2016 by the New Hampshire Office of Strategic Initiatives):

- **Preserving public health, safety and welfare**
The provision of basic services which ensure citizen health and safety is perhaps the most fundamental duty of municipal government. Therefore, CIP projects associated with maintenance, upgrades and expansion of government programs, facilities, and services are a critical component of this plan.
- **Anticipating the demands of growth**
Viewed in the context of the community Master Plan, the CIP process works to anticipate investments in community facilities necessary to meet the needs and demands of planned growth and development within the community.
- **Improving communication and coordination**
Coordination and communication fostered by the capital improvement programming process is intended to increase cooperation between Department Heads, the Board of Selectmen, Budget Committee, and other boards, public officials, and citizens.
- **Avoiding undue property tax increases/Developing a fair distribution of capital costs**
The CIP is an important tool in preventing unexpected property tax 'spikes' as projects are balanced over the 10-year program period.
- **Building a foundation for growth management and impact fees**
The adoption of a capital improvements program is a statutory prerequisite to the enactment of growth management and impact fee ordinances.
- **Identifying "scattered and premature" development**
The CIP is a tool the Planning Board may use to evaluate whether a proposed project or development is scattered or premature based on the presence or absence of essential public services and infrastructure.
- **Supporting economic development**
Decision making for private and non-profit investment is driven not only by the availability of 'hard' infrastructure (roads, broadband, electricity, water, and sewer) but also on 'soft' community infrastructure such as high-quality schools, recreational, cultural, and historical amenities, and responsive and accountable public safety services.

It is equally important to understand the limitations of a Capital Improvement Program:

- The CIP process is not a means to micro-manage the budget development process. Preparation of the Town's annual budget is the responsibility of elected officials and professional administrators.
- The CIP process is not an allocation of funding for "wish list" projects that are neither needed nor likely to receive public funding and support.
- Although the program provides a framework to guide activity, the CIP should not be rigid and inflexible. The CIP process cannot anticipate unusual changes in growth, economic conditions, political behavior, emergencies, non-tax revenue sources and opportunities not predictable enough to schedule.
- Although the recommended CIP fits within reasonable fiscal constraints, it does not guarantee a level tax rate. There are many variables that determine the total tax rate (i.e., tax base, operating costs, revenues, etc.). Capital expenditures constitute a relatively small portion of total, local spending.

DEPARTMENTAL GUIDELINES

The Board of Selectmen, acting at their June 16, 2022 meeting, adopted the following guidelines as part of this year's Capital Improvement Program Process.

1. *To have all departments spread their projects over 10 years, and where asset management plans are available, to base project requests on them.*
2. *New general fund and sewer fund capital projects requiring bonding should, whenever possible, be programmed into the 'out' years of the CIP, following the Public Safety Building in 2023.*
3. *To phase large projects into smaller, more fiscally manageable programs, that will be completed in a high quality and timely manner while giving consideration to natural division points in a project and cost differences between a phased and un-phased projects.*
4. *To continue the use of capital reserve accounts as a method to spread the cost of capital projects over multiple years.*
5. *To propose no more than one bonded general fund project per year.*
6. *To maintain funding for Town road infrastructure upgrades based on the Road Asset Evaluation and Management Plan.*
7. *To focus on building maintenance and repairs of Town facilities based on asset management plans whenever possible, while continuing to ensure that they are ADA compliant.*
8. *To incorporate energy efficiencies into capital project submissions, where applicable.*
9. *To consider prioritizing projects that include funding from state revolving fund and/or other grant funding sources or those projects that may be identified as shovel-ready for stimulus funding.*
10. *To promote stormwater and other infrastructure planning activities and projects that protect water quality.*
11. *Department Heads will, in a timely manner, complete CIP forms and supporting documentation completely and with signed authorization from the Town Manager.*

PLANNING BOARD RECOMMENDATIONS

As stated in the NH RSA 674: 6, the capital improvements program shall classify projects according to the urgency and need for realization and shall recommend a time sequence for their implementation. The program may also contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation of each project. The program shall be based on information submitted by the departments and agencies of the municipality and shall consider public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls.

The Planning Board, acting at their August 02, 2022, meeting, adopted the following guideline as part of this year's Capital Improvement Program Process:

The Planning Board recognizes that a study of the Town's current capacity for increased septic loading into existing structures is underway and results may not be known before the present C.I.P. cycle has concluded. The Board also recognizes that the Town's ability to increase the number of potable water hookups is constrained by the limits of its current source of drinking water. The Board realizes that remedying these constraints on future growth will impose new and substantial burdens on taxpayers. The Planning Board recommends that the financial and tax rate planning tools provided through annual Capital Improvements Program cycles be applied towards amortizing project tax rate impacts over the term of years necessary to satisfactorily resolve these constraints.

PROJECT DEFINITION

For the purpose of this CIP, "capital projects" have been defined as those outside normal operations and maintenance and having the following characteristics:

- Projects or improvements that are typically non-recurring in nature;
- Projects or improvements that have a useful life of at least five years;
- Projects or improvements that cost \$100,000 or more.

Capital Improvements meeting the above criteria can be generally categorized as follows:

- Construction and reconstruction of public infrastructure such as road, sewer, water, storm water and electric systems;
- The purchase, lease, construction, rehabilitation, and/or replacement of public buildings and facilities;
- The purchase or lease of rolling stock (including replacement of heavy equipment such as fire trucks, dump trucks, loaders, etc.);
- The acquisition or lease of land.

Finally, in order to be included in the CIP all items must meet the following standards:

- Sewer, water, stormwater, electric and road systems should be included in a current asset inventory.
- All projects shall be submitted with details (where and when available) and not simply be general concepts such as road reconstruction or sidewalk repair.

- Only projects recommended by the Department Head and endorsed by the Town Manager shall be included in the CIP.
- The expenditure, potential revenue and reserves are to be included.
- Historical records are to be included for the last 2 years or for the duration of the projects that remain open.

PROCESS

As specified in NH RSA 674:5, the Town of Wolfeboro Planning Board is charged with guiding the capital improvements planning process. This guidance is to be grounded in the community Master Plan goals and recommendations. The CIP process begins annually in June that includes review, revisions, and adoption of the CIP Departmental Guidelines by the Board of Selectmen. The Planning and Development Department then begins the project solicitation process with the distribution of a request letter to all Department Heads in July. The Planning Board at that time then reviews Committee membership and establishes the CIP Committee for that annual cycle.

The Committee begins regular meetings in late summer with a goal of presenting its final draft Capital Improvements Plan for public and Planning Board review in the fall. The CIP Committee convenes meetings with Department Heads that submit project requests during this time.

The Committee's review process commences in late summer of the year with the intent of balancing department needs, municipal financial constraints (stabilizing a projected tax rate), and reasonable implementation of time frames for those projects. The Plan is intended to guide the Budget Committee, Board of Selectmen, Departments, and citizens in their decisions for capital project spending over the 10-year plan period.

The CIP is an advisory document under statute. For projects requiring bonding the tax impact is noted the year after the warrant article is presumed to pass which is when the tax rate impact occurs.

The CIPC utilizes the following three criteria in evaluating projects:

1. Were the data presented sufficient to establish the project's urgency?
2. Were the data presented sufficient to establish the project's need?
3. Were the data presented sufficient to establish the project's relation to needs indicated in the Master Plan?

The following is a summary of the CIP process in the Town of Wolfeboro:

1. The CIP Committee prepares the 'final' draft report with the assistance of the Department of Planning and Development generally using the following process:
 - a. Departmental presentations are made to the CIPC
 - b. CIPC schedules 'revisits' for projects that lack adequate detail or require further information
 - c. The CIPC develops a draft of the CIP Index Spreadsheet
 - d. A first draft of the CIP Document, based on the Index Spreadsheet, is drafted and presented to the CIPC

- e. The CIPC refines the CIP Document, approves a final version of the CIPC Spreadsheet, and develops additional referential spreadsheets as included in the appendices
- f. The CIPC endorses the final draft document.
2. The ‘final’ draft is presented to the Planning Board at a Public Hearing for adoption with notification pursuant to RSA 675:7. The value of public participation lies not only in allowing the project beneficiaries and taxpayers to express their desires, but also in obtaining continued public support for future investments in our community.
3. The adopted plan is presented to the Board of Selectmen and Budget Committee.
4. A copy of the final report is transmitted to the Department Heads, the Board of Selectmen, the Budget Committee, and the Planning Board.
5. As the respective entities hold their budget workshops and hearings, the public has additional opportunities to comment on capital improvements.

The process culminates with the consideration of the warrant articles at the Deliberative Session and Town Vote. It is at the Town elective vote where actual appropriations are made to fund these capital improvements.

FINANCING

The CIP plans major capital projects within a flexible framework designed to distribute the tax burden attributable to capital expenditures over time. Towards this end, the Committee recommends a 10-year program that fits within reasonable fiscal constraints. Although a fiscally constrained CIP is not a statutory requirement, the Committee feels that it is a very important element of a balanced program. Financing mechanisms will vary by project and circumstance including General Fund revenues, special assessments, lease/purchases, and short and long-term borrowing. Non-property tax revenues such as federal and state grants are identified in relation to specific projects. These projected revenue offsets are applied to project costs.

The CIP recommends the use of Capital Reserve Account funds whenever appropriate. Capital Reserve Funds are established by a vote of Town Meeting and must specify a purpose and identify the agent that is authorized to expend from the Capital Reserve Funds. Funds are appropriated to the fund and accumulate over time. When the set-aside balance accumulates to a level that allows a project or projects to move forward, funds are withdrawn from the Capital Reserve Funds in accordance with the specified purpose. This approach accomplishes several important objectives:

1. Voters participate in the setting of priorities through the creation of Capital Reserve Funds and the appropriation of funds thereto;
2. A level of predictability is achieved;
3. Increased efficiencies associated with project development and departmental coordination;
4. Reduced reliance on borrowing thereby lessening interest cost; and
5. Potential cost savings may be achieved through increased ability to negotiate pricing.

2023 YEAR CIP PROJECT PRESENTATIONS

The following projects are those presented by department heads to be part of the 2023-2032 CIP in the context of the Town of Wolfeboro 2019 Master Plan goals and recommendations. The following projects are not based on final market-based bid prices but are based on quotations or cost estimates. Final project costs will be determined by the Board of Selectmen and sent to the Budget Committee for review. CIP recommendation votes are recorded as numbers in Affirmative-Negative-Abstention.

ELECTRIC DEPARTMENT:

Replace MED BOAT: \$170,000

Replacement of existing 2004 Lund Alaskan Boat to maintain and service our Island customers. The existing boat is approaching 20 years old and has recently sustained (2) separate damage claims (est. \$10,000) from being collided into by inexperienced boaters at the Town Docks. While this boat served its purpose of transporting Line-workers, its intended use is a pleasure/fishing boat and never as a work/construction boat. Transporting equipment such as transformers currently surpasses the cargo limitations of the boat and loading/unloading on the islands is extremely challenging. A "work" boat with a cargo winch/boom and front landing craft ramp for ATV/Poles/Equipment is a necessity to expedite repairs and maintenance in a safe manner.

RECOMMENDED 8-0-0

CIP Committee Recommendation: 2023, Enterprise Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

PUBLIC WORKS/HIGHWAY DEPARTMENT:

Purchase Mini-Excavator: \$130,000

The Town Highway Division and Water & Sewer rent mini excavators for specific types of projects. In 2022 the Town rented this type of machine for 10+ weeks. If the Town purchase this piece of equipment, we would be able to reduce the highway budget by \$9,000 and the Water/Sewer Budgets by \$3,000. This investment will more than pay for itself in less than 10 years. This machine should be considered an asset of the General Fund (Please note: We are recommending a tracked machine not a wheeled machine). Based on the above budget should this project be paid for 60% general fund, 20% Water, 20% sewer.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, General Fund, Water Fund/Sewer Fund Enterprise Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Sidewalk Capital Reserve Fund: \$125,000

Project Description/Background: The voters approved the establishment of Capital Reserve Fund (CRF) for in 2022 for the repair of sidewalks. Recently, the BOS has authorized the expenditure of \$65,000 for repairs, with a bid opening scheduled the week of 9/26/2022. However, the qualified bidders have all stated they will not be able to complete the work

until the spring of 2023, this delay will allow the Town to complete additional work under the same contract with a simple change order. The vision is to create a Sidewalk Management Plan which will outline existing conditions. This plan would then be paired with the Road Surface Management Plan, to bring projects forward in a strategic manner reducing mobilization, and duplication of work.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023

Master Plan Chapter Basis: Transportation and Public Infrastructure

DPW Vehicle and Equipment Capital Reserve Fund: \$350,000

The Highway Department is operating a 2009, 6 wheel dump/plow truck which has a significant engine problem. This unit will be repaired and used as a spare through the 2023 plow season. This truck must be replaced before Autumn of 2023, for plow season. We are also in need of replacing a 2009 Highway foreman vehicle which is used to patrol and plow roads. Solid Waste also is in need of replacing the truck used by barrel attendants. Public Works Director Randall has met with Chief Zotti regarding the Fire Departments replacement schedule and funding formula.

RECOMMENDED 6-1-1

CIP Committee Recommendation: 2023

Master Plan Chapter Basis: Transportation and Public Infrastructure

Main Street: Pickering Corner (the intersection of S. Main Street and Rte. 28) to the Smith River Bridge: \$5,785,000

The Town has applied for and placed on the NHDES priority Project list to upgrade the 130 year old water line, 80 year old sewer. This project is to complete the balance of work necessary and includes: roadway, curb/sidewalks, drainage (including BMPs) and some electrical work, with details to be worked out in preliminary design. This project will be coordinated with water and sewer line work and will take at least 1 year to engineer. Construction not until 2024-2025. Project would only go thru with significant grant money from NHDOT. Funding assumption is that NHDOT would pay at least 2/3rds of the costs. Ultimately this project will be funded with Water Fund, Sewer Fund, and General Fund monies in addition to potential NH DOT Grant Sources. Project costing and funding as presented represents best available information at the time.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Current Revenue, Bond, NH DOT Grants

Master Plan Chapter Basis: Greater Downtown

Town Road Upgrades: \$1,430,000

The Town Manager is currently working with various Engineers to determine the direction for 2023. We are anticipating a number of issues with the 2022 road work not being completed due to: contractor staffing issues, volume of work, supply chain issues, and increase costs/scope of work. Working with Engineers we will be determining the level of funds to be requested for 2023 and the scopes of work to be addressed in 2023. We must appropriate

funds to update the RSMP and continued engineering, this work is estimated at \$125,000. Project costing and funding as presented represents best available information at the time.

RECOMMENDED 6-1-1

CIP Committee Recommendation: 2023, Current Revenue, General Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Tree Removal and Replacement Plan: \$125,000

The Town had a Tree inventory completed in 2022 from McManus Road to Main Street Bridge and Center Street to Grove. The Report provided the condition of over 660 trees. About 1/3rd of these trees are dying, dead or diseased and need to be removed. The project would fund and establish a Town wide Tree Program. Propose to continue the Tree inventory by assessing Town Parks and Beaches in 2023 for about \$25,000. The balance of funds would go toward removal of dead and dangerous trees and develop a program for the Public to donate and or dedicate trees to be placed in ROWs managed by Town.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Current Revenue, General

Fund Master Plan Chapter Basis: Transportation and Public Infrastructure

Filter Bed Road Upgrade and Parking Lot: \$140,000

The Town's Wastewater Treatment Facility (300 AC) abuts Filter Bed Road. There is an existing gravel parking lot at the old Bil solids Compost Site, that is used for cross country skiers and hikers, but mostly underutilized. Propose to pave Filter Bed Road and access to this municipal lot, provide 40 paved parking spaces, upgrade draining and landscaping, and coordinate with WWTP upgrades. This new pave parking lot will help Town to try and reduce the parking in the village core for safety and aesthetic reasons. If paved, Molly the Trolley would be able to service this lot during busy times.

NOT RECOMMENDED 7-0-1

CIP Committee Recommendation: Reject Project

Master Plan Chapter Basis: Transportation and Public Infrastructure

WATER & SEWER UTILITIES:

Water Line Upgrades: : \$1,600,000

The Town of Wolfeboro's water system dates to 1890's, when the original water lines were constructed. In 2022, the Town received authorization to begin design of Vintage Water mains and funded the engineering and construction of water lines on Green Street and River Street. This project will fund the construction of water main replacement from Pickering Corner to Bridge on Main Street (1,500 feet) as part of a complete street rebuilding project which will also includes replacing sewer, drainage, sidewalks and roadway.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Grant/SRF Master

Plan Chapter Basis: Transportation and Public Infrastructure

Sewer Pump Stations: \$340,000

The Town owns and operators 9 sewer Pump Stations. The Town has authorized funds for the major upgrades of the 2 largest stations, however the 7 smaller stations are all in need of upgrades based on the Asset Management Plan and age of components in the smaller upgrades. The CIPC recognizes that the Department may modify this proposal and its costs subsequent to this CIP cycle.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Sewer Enterprise

Fund Master Plan Chapter Basis: Transportation and Public Infrastructure

Sewer Lines/Infiltration Reduction/Upgrades: \$1,500,000

The Town of Wolfeboro's Sewer Collection system dates back to the 1940's. In the past we had extreme Inflow and Infiltration to the system causing Sewer Overflows and flows exceeded the capacity of our Wastewater Treatment Facility. Significant efforts in the 1990s and through 2015 were made by the Town and significant reductions have been realize, however, the problem continues and the need to perform numerous spot repairs to reduce the infiltration is proposed with this project. Project supported by Underwood Engineer Reports. Additionally, the Town has identified a problem sewer in South Main Street about 1,400 ln. ft. that needs to be replaced in conjunction with complete street rebuilding project. Project costing and funding as presented represents best available information at the time.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Bond

Master Plan Chapter Basis: Transportation and Public Infrastructure

Sewer Extension Forest and Varney Roads: \$495,000

The Town of Wolfeboro's Sewer Collection system is somewhat fixed with no plans for any significant extension, However, there are 2 areas in where septic systems are failing or not built to current standards. This project will extend, via low pressure sewer system, on Varney Road (900 feet) and Forest Road (2,200 feet) and allow up to 25 additional properties. The low pressure sewer extension from Sewall Road to Forest Road will improve the water quality on either side of the Carry, by reducing the septic system loading on lake.

RECOMMENDED 6-1-1

CIP Committee Recommendation: 2023, Sewer Enterprise

Fund/Special Assessment/Grants

Master Plan Chapter Basis: Transportation and Public Infrastructure

FIRE DEPARTMENT:

Fire Department Equipment Capital Reserve Fund Contribution: \$300,000

The Department has requested continued the contribution to the Fire Department Apparatus Capital Reserve Account based on expected equipment purchases over the ten (10) year period. In 2022, a portion of the Capital Reserve Account balance will be used to reduce the tax impact of the Ladder 1 replacement. In 2023 the contribution request was increased to \$300,000 for to accommodate purchase of Engine 4 replacement (\$750,000). SCBA and other replacements will be funded exclusively from the CRA in 'out' years of the CIP with the request of \$200,000 beginning 2024.

RECOMMENDED 7-0-1

CIP Committee Recommendation: 2023, Current Revenue, General Fund Master Plan Chapter Basis: Community Facilities

LIBBY MUSEUM:

Libby Museum Renovations: \$3,936,000

The Friends of the Libby Museum (FOLM) have been working with the Town, Alba Architects, and Cobb Hill Construction to develop pricing for the renovation/expansion of the Libby Museum. The Town is currently working with a Construction Management firm to review the project with a 2nd set of eyes in an effort to verify project costs. The renovation will remove all artifacts from the building the building will then have all interior finishes, electrical, and plumbing removed. An addition of approximately 1,200 Sq ft. will be constructed to the rear of the building, in the existing parking lot area. This new structure will serve as an "anchor" to stabilize lateral movement of the existing building. The building will be equipped with HVAC units capable of maintaining a year round museum quality atmosphere which will stabilize and extend the life of existing artifacts. At this time there are plans to extend operations into the shoulder seasons, however there is no intention at this time to be open to the public year round. The FOLM have advised they have time sensitive pledges and donations which require this project to come in front of the voters for a vote in 2023. Ultimately, this project is governed by a 70/30 cost split between the Town and the Libby as outlined in the Memorandum of Understanding signed by both parties (on file with Town).

RECOMMENDED 6-1-1

CIP Committee Recommendation: 2023, Current Revenue, General Fund, Bond, Donations Master Plan Chapter Basis: Community Facilities

GOVERNOR WENTWORTH REGIONAL SCHOOL DISTRICT SAU 49:
Annual Building Capital Maintenance Proposal: \$200,000 (Wolfeboro's portion: \$70,200).

Each year SAU 49 requests money for larger projects not funded in the operating budget. This request is for various building projects: Tuftonboro Central School needs a partial roof replacement, LRTC-KRMS-KRHS Multistack Compressor Replacements (these are part of the geothermal units that are aging and breaking), Upgrades to the Art Center (such as lighting, garage door replacement), and many of our school sidewalks need replacing OCS-EES-CLS.

CIP Committee Recommendation: 2023, Current, General
Fund Master Plan Chapter Basis: Community Facilities

TOWN MANAGER:
Public Safety Building: \$12,000,000

Following several public listening sessions and the recommendations of staff in the appropriate departments the Ad Hoc Committee charged with locating the best site for the proposed Public Safety Building has determined that the existing South Main Street site remains the best choice for citizen safety and departmental accommodation. Banwell Architects has been chosen to review all previous information developed during the study and listening process and is developing conceptual designs for a unified facility. Banwell's design will be delivered to the Committee on October 20, 2022, following the conclusion of this CIP cycle. Working with Banwell and a construction manager to be selected the Committee will deliver a guaranteed maximum price for the Public Safety Building project that, if approved, will require 18 to 24 months for completion. The Committee anticipates that the cost of the South Main Street location project will be in alignment with, if not below, \$12,000,000.

CIP Committee Recommendation: 2023, General Fund/Bond
Master Plan Chapter Basis: Community Facilities

2023 PROJECTS SUMMARY

The following projects have been proposed by department heads for funding for the 2023 year as part of the 2023-2032 Capital Improvements Program.

YEAR	DEPARTMENT	PROJECT	COST ESTIMATE
2023	Town Manager	Public Safety Building	\$12,000,000
2023	Public Works	Sewer Extension: Forest/Varney Roads	\$495,000
2023	Public Works	Water Line Upgrades	\$1,600,000
2023	Public Works	Sewer Pump Stations	\$340,000
2023	Water/Sewer	Sewer Lines/Infiltration Reduction/Upgrades	\$1,500,000
2023	Fire	Apparatus & SCBA Capital Reserve Fund	\$300,000
2023	Libby	Libby Museum Renovations	\$3,936,000
2023	Electric	Replace MED Boat	\$170,000
2023	Public Works	Mini Excavator	\$130,000
2023	Public Works	Main Street: Pickering Corner To Bridge	\$5,785,000
2023	Public Works	Town Road Upgrades	\$1,430,000
2023	Public Works	Tree Removal & Replacement Plan	\$125,000
			TOTAL: \$27,811,000

“Out-Year” Projects

The following projects have been proposed by department heads for funding between years 2024-2031. These do not include regular annual capital reserve projects or recurring articles such as town road upgrades, vehicle purchases, or capital reserve contributions. Regular annual capital reserve contributions to “Horizon” Projects appear on a separate schedule included with this Program.

YEAR	DEPARTMENT	PROJECT	COST
2024	Electric	Submarine Cables- Melody, Kenniston	\$490,000
2024	Electric	Replace ME-3	\$325,000
2024	Library	Library Solar Installation	\$190,000
2024	Public Works	Water Line -Highland Terrace to Maplewood Upgrades	\$200,000
2025	Fire	Replace SCBA	\$193,300
2025	Public Works	Highway/Solid Waste CRF	\$200,000
2025	Electric	Storage Building	\$200,000
2026	Public Works	Building Maintenance CRF	\$200,000
2027	Water/Sewer	Wastewater Treatment Plant Upgrade	\$10,117,000
2027	Electric	Renewable Energy	\$1,000,000
2028	Electric	Roberts Cove Distribution	\$750,000
2029	Electric	Replace ME-4	\$350,000
2030	Electric	Voltage Conversion: Pine Hill, Beach Pond, Trotting Track Road	\$2,480,000
2031	Electric	Renlace ME-2	\$375,000

CAPITAL RESERVE ACCOUNTS

The CIP Committee supports the following Capital Reserve Accounts in the context of the 2023-2032 Capital Improvement Plan:

- Public Works Vehicle Capital Reserve: \$350,000
- Fire Department Equipment/Apparatus Capital Reserve: \$300,000
- Sidewalks Capital Reserve: \$125,000

SPREADSHEET OVERVIEW CIP INDEX

The CIP Index Spreadsheet lists all projects proposed as part of the 2023-2032 Capital Improvement Program. Projects are grouped by the submitting Department. Project totals are listed by year, project, and department.

2023-2032 CIP Proposed Projects														
Revision Date: October 14, 2022				YEAR										
DEPARTMENT	PROJECT NAME	FUND	REVENUE TYPE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	TOTALS
PW/HWY	Sidewalk CRF**	GENERAL FUND	Current	\$125,000										\$125,000
PW/HWY	DPW Vehicle & Equipment CRF**	GENERAL FUND	Current	\$350,000										\$350,000
PW/HWY	Purchase Mini Excavator	GENERAL FUND	Current	\$130,000										\$130,000
PW/HWY	Main Street Pickering Corner to Bridge	GENERAL FUND	Current	\$5,785,000										\$5,785,000
PW/HWY	Town Road Underpasses	GENERAL FUND	Current	\$1,430,000										\$1,430,000
PW/HWY	Tree Removal and Replacement	GENERAL FUND	Current	\$125,000										\$125,000
DEPT TOTAL				\$7,470,000										\$7,470,000
FIRE	Fire Department Capital Reserve Fund Contribution**	GENERAL FUND	Current	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$2,100,000
DEPT TOTAL				\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$2,100,000
LIBRARY	Solar Installation	GENERAL FUND	Grants / Donations		\$190,000									\$190,000
DEPT TOTAL					\$190,000									\$190,000
Libby	Libby Museum Restoration	GENERAL FUND	Bond/CRF/ Donations	\$3,936,000										\$3,936,000
Town Manager	Public Safety Building	GENERAL FUND	CRF/Bond	\$12,000,000										\$12,000,000
DEPT TOTAL				\$15,936,000										\$15,936,000
Water Fund														
PW/WATER	Water Line -Highland Terrace to Maplewood Upgrades	WATER FUND	Water Revenue		\$200,000									\$200,000
PW/WATER	Water Line Upgrades	WATER FUND	Water Revenue	\$1,600,000										\$1,600,000
PW/WATER	Water System Upgrades	WATER FUND	Water Revenue	\$330,000										\$330,000
DEPT TOTAL	Total Water Fund			\$1,930,000	\$200,000									\$2,130,000
Electric Fund														
MED	ENGINEERING, DESIGN & BID SERVICES FOR MELODY & KENISTON ISLAND RECONSTRUCTION AND NEW SUBMARINE CABLE FEEDERS TO BARNDOR, MELODY, KENISTON,ISLANDS	ELECTRIC FUND	Electric Revenue	\$50,000	\$490,000									\$540,000
MED	MED BOAT	ELECTRIC FUND	Electric Revenue	\$170,000										\$170,000
MED	REPLACEMENT OF ME-3 BUCKET TRUCK	ELECTRIC FUND	Electric Revenue		\$325,000									\$325,000
MED	STORAGE BUILDING	ELECTRIC FUND	Electric Revenue			\$200,000								\$200,000
MED	PHOTOVOLTAIC / RENEWABLE ENERGY PROJECT	ELECTRIC FUND	Electric Revenue					\$1,000,000						\$1,000,000
MED	RECONSTRUCTION OF ROBERTS COVE ROAD TO 15kV STANDARDS	ELECTRIC FUND	Electric Revenue						\$750,000					\$750,000
MED	REPLACEMENT OF ME-4 DIGGER/DERRICK TRUCK	ELECTRIC FUND	Electric Revenue							\$350,000				\$350,000
MED	VOLTAGE CONVERSION TO 12kV, PINE HILL ROAD / BEACH POND, TROTTING TRACK / NO. 1 LINE ROAD	ELECTRIC FUND	Electric Revenue								\$2,480,000			\$2,480,000
MED	REPLACEMENT OF ME-2 BUCKET TRUCK	ELECTRIC FUND	Electric Revenue									\$375,000		\$375,000
DEPT TOTAL	Total Electric Fund			\$220,000	\$815,000	\$200,000	\$0	\$1,000,000	\$750,000	\$350,000	\$2,480,000	\$375,000	\$0	\$6,190,000
Sewer Fund														
PW/SEWER	Sewer Pump Stations	SEWER FUND	General	\$340,000										\$340,000
PW/SEWER	Wastewater Treatment Plant Upgrade	SEWER FUND	General					\$10,117,000						\$10,117,000
PW/SEWER	Sewer Extension: Forest and Varney Roads	SEWER FUND	General	\$495,000										\$495,000
PW/SEWER	Sewer System Infiltration Reduction	SEWER FUND	General	\$1,500,000										\$1,500,000
DEPT TOTAL	Total Sewer Fund			\$2,335,000				\$10,117,000						\$12,452,000
	Total CIP Proposed Projects			\$27,891,000	\$1,015,000	\$200,000	\$0	\$11,117,000	\$750,000	\$350,000	\$2,480,000	\$375,000	\$0	\$44,178,000
PW/HWY	Filter Bed Road Upgrade and Parking Lot (\$140,000)*			\$140,000										
	Total CIP NOT Recommended Projects			\$140,000										
SAU49	Site Improvements (Wolfboro Assessment) Informational and current year only.			\$70,200										\$70,200
* Not recommended by CIPC		**Capital Reserve Fund Contributions:		\$775,000										