

TOWN OF WOLFEBORO

2024-2033 CAPITAL IMPROVEMENT PROGRAM

PREPARED BY: CAPITAL IMPROVEMENT PROGRAM COMMITTEE

ADOPTED BY: WOLFEBORO PLANNING BOARD

ADOPTED DATE: 10/03/2023

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 2024-2033 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:

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Linda Murray, Board of Selectmen Representative
Charles Sumner, Member-at-Large
Tim Cronin, Member-at-Large
Paul Whalen, Member-at-Large
Suzanne Ryan, Member-at-Large
Robert Loughman, Budget Committee Representative
James Pittman, SAU 49 Representative
Brian Deshaies, Board of Selectmen (Alternate)
James Pineo, Town Manager
Kathryn Carpentier, Finance Director
Tavis Austin, AICP, Director of Planning and Development

Planning Board:

Kathy Barnard, Chairman
Doug Breskin, Vice-Chairman
Brad Harriman, Selectmen's Representative
Roger Murray, Member
Vaune Dugan, Member
Peter Goodwin, Member
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Julie Jacobs, Alternate Member
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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 07, 2023, meeting, adopted the following guidelines as part of this year's Capital Improvement Program Process.

1. Recall CIP Projects are at least \$100,000.00 in cost.
2. To have all departments spread their projects over 10 years, and where asset management plans are available, to base project requests on them.
3. New general fund and sewer fund capital projects requiring bonding should, whenever possible, be programmed into the 'out' years of the CIP.
4. 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 project.
5. To continue the use of capital reserve accounts as a method to spread the cost of capital projects over multiple years.
6. To propose no more than one bonded general fund project per year.
7. To maintain funding for Town road infrastructure upgrades based on the Road Asset Evaluation and Management Plan.
8. To focus on building maintenance and repairs of Town facilities while continuing to ensure that they are ADA compliant.
9. To incorporate energy efficiencies into capital project submissions, where applicable.
10. 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.
11. To promote stormwater and other infrastructure planning activities and projects that protect water quality.
12. Department Heads will, in a timely manner, complete CIP forms and supporting documentation completely and with signed authorization from the Town Manager.
13. Prioritize projects promoting ADA compliance.

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.

PROJECT DEFINITION

For 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, 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.

2024 YEAR CIP PROJECT PRESENTATIONS

The following projects are those presented by department heads to be part of the 2024-2033 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. “*” indicates *Capital Reserve Fund funding*.

ELECTRIC DEPARTMENT:

Replace MED ME-3 Bucket Truck: \$325,000

Replacement of ME-3 (2014 Bucket Truck). The combination of age, condition, and hours of use will ultimately affect the reliability of this vehicle. This truck is used daily to perform new construction projects, maintenance, and response to emergency power restoration calls. This truck will be 11 years old upon delivery of a new truck in 2025.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Enterprise Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

PUBLIC WORKS/HIGHWAY DEPARTMENT:

Sidewalk Improvements: \$100,000*

In 2022 voters approved warrant article 32 which established a sidewalk capital reserve fund. The purpose of this was to maintain and repair the towns 7.5 miles of existing sidewalks which are in various states of disrepair as outlined from the 8/22/2021 report: 25% Good condition, 10.4% Fair condition, 64.1% poor condition. The town is rapidly realizing that there are a number of sidewalks in town which may actually be on private property which creates a concern of ownership and placement of tables/chairs/etc. Many sidewalks will require deed research prior to rebuilding. Further all sidewalks will be constructed ADA compliant.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Capital Reserve Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Tree Removal and Replacement: \$125,000*

In 2023 voters approved warrant article 33 which established an expendable trust fund for the purpose of removal of dead, dying, and diseased trees within Town right-of-way and on town property and further to plant new trees.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Capital Reserve Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Town Road Upgrades: \$900,000

Based on the 2019 RSMS report the intent in 2024 is to overlay Pleasant Valley RD page 45 recommended years 2022, Reclaim and Pave Upper Haines Hill page 30 recommended year 2024, Point Sewell page 46 recommended year 2026, and sections of Sewell Roads page 48 recommended year 2019. Continue dirt road upgrades. Engineering plans for 2025 project.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, General Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Port Wedeln Drainage Upgrades: \$1,200,000

In 2022 voters approved warrant article 14 in the amount of \$430,290 for the purpose of securing drainage easement and constructing an adequate storm water drainage system in Port Wedeln to be funded as follows: \$231,203 State Revolving Fund, and \$199,087 in ARPA Grant. As Stantec Engineering began working on the project it was determined that the initial proposal was not adequate and would not deliver the intended results. Stantec has further designed the system with a series of "step down culverts and catch basins" This results in a much higher than anticipated cost of the project. We are hopeful to secure additional grant funding. This project will utilize the State Revolving Loan Fund. The Port Wedeln Association has committed \$100,000 in donations to the project to be applied against the bond.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, General Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Oak and River Complete Street Project: \$700,000

\$550,00 General Fund/\$150,000 Water Fund

The Road Surface Management Plan (RSMP) (2019) indicates Oak Street to be in good condition and not on the 10-year plan, River Street is 1,750 liner feet and is scheduled for improvement in 2027 based on the RSMP. p. 95. The 2016 Water System Asset Management Plan indicates that water lines on Oak and River Streets should have been replaced in 2024. Both lines are 1900's vintage 6" line and likely contain lead goosenecks. Oak Street will have 330 liner feet of new 6" pipe installed p. 8; River Street will have 260 liner feet of new 6" pipe installed p. 8. Only the part of River Street impacted by water line replacement will be reconstructed at this time. The goal is to complete water/sewer/stormwater projects in conjunction with Road Surface work. The complete street project is currently estimated at \$700,000 (\$500,000 Taxation/\$150,000 Water Enterprise Fund).

RECOMMENDED 4-0-2

CIP Committee Recommendation: 2024, General Fund/Water Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Public Works Vehicle Replacement (HD-7): \$250,000

Capital Reserve Request: \$380,000*

The Highway Department needs to replace HD-7 a 2004 International 6-wheel dump truck having over 150,000 + miles. The truck has had two bodies and three motors, the frame shows significant surface rust, while the cab has numerous areas through rust. Estimated replacement cost is \$250,000.00.

Capital Reserve Funding will also be used in 2024 for the replacement of HD-16 a 2001 New Holland tractor. Estimated replacement cost is \$90,000.00. Also, replacement of SW-11 a 2003 Accurate Compactor at Solid Waste estimated replacement cost is \$40,000. Please see Asset Management Plan.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Capital Reserve Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

LIBRARY:

Library Landscaping: \$250,000

Limited landscaping was included in the original building as a full landscaping project was envisioned after the completion of the building project. The library site extends back to the town garden, has a historical right of way for livestock grazing and would provide additional access parking to the town government. We have maintained additional grant commitments from the Wolfeboro Public Library Foundation. This project will be fully funded by grants and donations. We fully realize that the Public Safety Building will have major new impacts on this project – drainage, parking lot/restructuring landscaping and generator installation. It is recommended to keep this CIP as a placeholder as Public Safety construction deadlines and project logistics change.

RECOMMENDED 6-0-1

CIP Committee Recommendation: 2024, Grants/Donations

Master Plan Chapter Basis: Community Facilities

Library Solar: \$190,000

Install a 96-KW rooftop solar system on the southeast and south sides of the library building. The system includes solar panels, inverters, optimizers, a solar rack system, snow guards, and a monitoring system. Funding for the project is anticipated to derive from donations and grants. The Wolfeboro Library Foundation currently has \$28,700 available and plans on raising additional funds.

RECOMMENDED 6-0-1

CIP Committee Recommendation: 2024, Grants/Donations

Master Plan Chapter Basis: Community Facilities

PARKS AND RECREATION:

Abenaki Groomer: \$220,000

Capital Reserve Request \$130,000*

The 2021 Abenaki Capital Reserve Fund indicated replacement of the existing Alpine Groomer in 2024 with an estimated replacement cost of \$95,000. The current machine was built in 2007. In 2019 approximately \$12,000 was used from the Capital Reserve Fund to make repairs to the machine, in 2022 \$14,000 was expended from the operating budget to replace the tracks. The manufacture is no longer in business parts are becoming difficult to secure and the machine has in excess of 11,000 hours of operation A used 2019 machine (Prinoth) grooming tractor has been located which is in excellent condition and has a purchase price of \$220,000. A new machine is in excess of \$350,000.

RECOMMENDED 6-0-1

CIP Committee Recommendation: 2024, General Fund/Capital Reserve
Master Plan Chapter Basis: Community Facilities

Community Center: \$100,000

The MED Generation and Community Center are both in the final stages of a Phase II environmental study being undertaken by Tighe & Bond. The Master Plan identifies the MED building for future consideration as a teen center, senior center, or general community center (p. 41). The existing Community Center was identified as outdated with public support of demolition and re-use of the site as a general community center (p. 55). The next step for this project would be to raise funds in 2024 to have an architect perform a space needs assessment currently estimated not to exceed \$100,000. From this document the town would have a better idea of costs to move to potential construction. At this time \$4,000,000 is a placeholder for 2027.

RECOMMENDED 5-1-1

CIP Committee Recommendation: 2024, General Fund
Master Plan Chapter Basis: Community Facilities

WATER UTILITIES:

Seasonal Water Lines: \$150,000

\$150,000 Enterprise Fund/\$163,968 Balance of 2022 Bond (Total project \$300,000)

In 2022 warrant article 12 authorized a bond in the amount of \$500,000 for the purpose of replacing existing seasonal waterlines with buried water mains which has \$163,968 of funds remaining. The proposed project for McCarthy Anna Drive and Museum Shores seasonal water lines would convert eleven (11) properties to year-round services with approximately 2,600 liner feet of 4-inch pipe. In 2022 this project requires raising of \$150,000 in 2024. Project was estimated cost of \$261,818 in 2020.

RECOMMENDED 4-1-1

CIP Committee Recommendation: 2024, Water Fund
Master Plan Chapter Basis: Transportation and Public Infrastructure

Water Treatment Plant Upgrades: \$100,000

Plant upgrades and maintenance.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Water Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

Highland Terrace: \$200,000

Installation of approximately 800' of 6" waterline creating a water system main loop between Maplewood and Highland Terrace. This project will improve the water quality, pressures and eliminate a water bleed which must be operated on Highland Terrace.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, Water Fund-

Master Plan Chapter Basis: Transportation and Public Infrastructure

SEWER UTILITIES:**Sewer Pump Stations: \$340,000**

The Town owns and operates 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 5-0-1

CIP Committee Recommendation: 2024, General Fund

Master Plan Chapter Basis: Transportation and Public Infrastructure

SEWER UTILITY:**South Main Sewer Engineering: \$200,000**

The Town of Wolfeboro's Sewer Collection system dates back to the 1940's. In the past we had extreme inflow and infiltration (I&I) to the system causing sewer overflows and flows exceeding the capacity of our Wastewater Treatment Facility. Significant efforts in the 1990's through 2015 were made by the Town which realized significant reductions in I & I. Today the I&I problem is increasing because of the aging system and impactful weather patterns. This project was originally a "complete streets project" however due to timing for funding and construction it was recommended by Stantec Engineering the project be broken out over a series of years. This would replace sewer mains from Pickering Corner to the Smith River Bridge Approx 1,400' with this phase of construction to begin in 2025.

RECOMMENDED 5-0-1

CIP Committee Recommendation: 2024, General Fund for Sewer Fund/Bond

Master Plan Chapter Basis: Transportation and Public Infrastructure

LIBBY MUSEUM:

Libby Museum Renovations: \$75,000

The 2024 Warrant asked for \$4,000,000 for the purpose of a renovation expansion of the Libby Museum. This project did not receive 60% of the vote to pass bond. On September 7, 2024, Bergeron Technical Services will be meeting with Town Staff to discuss the creation of a scope of work (SOW). The SOW will look at the structure & systems to prioritize renovation in a phased approach, if possible. In 2021 a CIP was submitted for the 2022-2031 schedule. The narrative stated “Alba Architects prepared a revised cost estimate with a reduced SOW. The reduced SOW included the installation of and creation of an area for HVAC Equipment and a small office space. This reduced SOW was estimated at \$2,280,000”. At this time there is no known commitment from the FOLM.

Goal/Recommendation for the Libby Museum in the 2019 Master Plan implementation Chapter states: 2.8 Study expansion and site improvements for the Libby Museum.” (p.186) This document has been submitted at the request of CIP Committee to identify and maintain a placeholder.

RECOMMENDED 4-0-2

CIP Committee Recommendation: 2024, Capital Reserve Fund

Master Plan Chapter Basis: Community Facilities

GOVERNOR WENTWORTH REGIONAL SCHOOL DISTRICT SAU 49:

Annual Building Capital Maintenance Proposal: \$200,000 (Wolfeboro’s portion: \$68,580).

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 Multi-stack 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: 2024, Current, General

Fund Master Plan Chapter Basis: Community Facilities

2024 PROJECTS SUMMARY

The following projects have been proposed by department heads for funding for the 2024 year as part of the 2024-2032 Capital Improvements Program.

YEAR	DEPARTMENT	PROJECT	COST ESTIMATE
2024	Electric	Replace ME-3 Bucket Truck	\$325,000
2024	Public Works	Sidewalk Improvements	\$100,000*
2024	Public Works	Tree Removal and Replacement	\$125,000*
2024	Public Works	Town Road Upgrades	\$900,000
2024	Public Works	Oak and River Street Rebuild	\$700,000
2024	Public Works	Port Wedeln	\$1,200,000
2024	Public Works	Replace HD7	\$250,000
*2024	Libby	Libby Museum Renovations	\$75,000
2024	Library	Library Landscaping	\$250,000
2024	Library	Library Solar	\$190,000
2024	Parks and Recreation	Abenaki Groomer	\$220,000*
2024	Parks and Recreation	Community Center	\$100,000
2024	Water	Seasonal Water Lines	\$150,000
2024	Water	Water Treatment Plant Upgrades	\$100,000
2024	Water	Highland Terrace	\$200,000
2024	Sewer	Sewer Pump Stations	\$340,000
2024	Sewer	S. Main Wastewater Engineer	\$200,000

TOTAL: \$5,425,000

“” indicates Capital Reserve Fund funding*

*“***” Funding source to be determined*

“OUT-YEAR” PROJECTS

The following projects have been proposed by department heads for funding between years 2025-2033.

YEAR	DEPARTMENT	PROJECT	COST ESTIMATE
2025	Public Works	Sidewalk Improvements	\$100,000*
2025	Public Works	Town Road Upgrades	\$900,000
2025	Public Works	Tree Removal/Replacement	\$125,000*
2025	Public Works/ Water	Anagance Road Complete Build	\$750,000
2025	Public Works	S. Main complete engineering	\$300,000
2025	Public Works	Vehicle Replacement (x2)	\$350,000*
2025	Water	Seasonal Water Lines	\$320,000
2025	Water	Water Treatment Plat Upgrades	\$150,000
2025	Electric	Engineering: Melody/Kenniston	\$525,000
2025	Electric	Storage Building	\$200,000
2025	Sewer	S. Main Wastewater	\$4,000,000

“HORIZON” PROJECTS

Those projects with estimated costs anticipated within the 10-year scope of this plan.

2026	Public Works	Town Road Upgrades	\$750,000
2026	Public Works/ Water	Christian Ridge Complete	\$900,000
2026	Public Works	S. Main Street (NH DOT Route 28)	\$3,000,000
2026	Public Works	Vehicle Replacement (x2)	\$280,000*
2026	Water	Seasonal Waterlines	\$150,000
2026	Water	Water Treatment Plant	\$350,000
2026	Electric	Submarine Cable Feeders	\$420,000

2027	Public Works	Town Road Upgrades	\$750,000
2027	Public Works/ Water	Crescent Lake Complete Street	\$900,000
2027	Public Works	Vehicle Replacement	\$220,000*
2027	Water	Seasonal Water Lines	\$100,000
2027	Water	Water Treatment Plant Upgrades	\$100,000
2027	Electric	Renewable Energy Project	\$1,000,000
2027	Parks and Recreation	Community Center	\$4,000,000
2028	Public Works	Town Road Upgrades	\$700,000
2028	Public Works	Mill Street Rebuild	\$750,000
2028	Public Works	Vehicle Replacement	\$350,000*
2028	Water	Water Treatment Plant	\$100,000
2028	Water	Water Main Upgrades	\$200,000
2028	Electric	Reconstruction: Roberts Cove	\$750,000
2028	Sewer	Sewer Treatment Plant	\$10,117,000
2029	Public Works	Town Road Upgrades	\$950,000
2029	Public Works	Varney Road Sect. 1 Rebuild	\$500,000
2029	Public Works	Vehicle Replacement	\$220,000*
2029	Fire	Ambulance	\$536,038**
2029	Water	Water Treatment Plant	\$100,000
2029	Water	Water Main upgrades	\$200,000
2029	Electric	Replace ME-4	\$350,000
2030	Public Works	Town Road Upgrades	\$450,000
2030	Public Works/ Water	Varney Road Sect. 2	\$1,400,000
2030	Public Works	Vehicle Replacement	\$350,000*
2030	Water	Water Treatment Plant	\$100,000
2030	Electric	AMI Meter Project	\$870,000
2031	Public Works	Town Road Upgrades	\$850,000
2031	Public Works	King Street rebuild	\$600,000
2031	Public Works	Vehicle Replacement (x2)	\$350,000*

2031	Water	Water Treatment Plant	\$100,000
2031	Water	King Street Water	\$200,000
2031	Electric	Replace ME-2	\$375,000
2032	Public Works	Town Road Upgrades	\$450,000
2032	Public Works	Bay Street Sect. 1	\$1,000,000
2032	Public Works	Vehicle Replacement (x2)	\$300,000*
2032	Water	Water Treatment Plant	\$100,000
2032	Water	Bay Street water sect. 1	\$400,000
2033	Public Works	Town Road upgrades	\$450,000
2033	Public Works	Bay Street Sect. 2	\$1,000,000
2033	Public Works	Vehicle Replacement (x2)	\$370,000*
2033	Water	Water Treatment Plant	\$100,000
2033	Water	Bay Street Water Sect. 2	\$400,000
2033	Electric	Voltage Conversion Pine Hill/Beach Pond, North Line Road	\$2,480,000
2033	Libby Trustees	Libby Museum Restoration	\$3,000,000

ATTACHMENTS:

CIP MASTER SPREADSHEET lists all projects proposed as part of the 2024-2033 Capital Improvement Program. Projects are grouped by the submitting Department. Project totals are listed by year, project, and department.

CAPITAL RESERVE FUNDING PLANNING DOCUMENT

CAPITAL RESERVE FUND FUNDING DOCUMENT

2024-2033 CIP Master List

Department	PROJECT NAME	CRF	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL
PW/HWY	Sidewalk Improvements	*	\$100,000	\$100,000									\$200,000
PW/HWY	Tree Removal and Replacement	*	\$125,000	\$125,000									\$250,000
PW/HWY	Town Road Upgrades		\$900,000	\$900,000	\$750,000	\$750,000	\$700,000	\$950,000	\$450,000	\$850,000	\$450,000	\$450,000	\$7,150,000
PW/HWY	South Main Street/Rte. 28/DOT Project				\$3,000,000								\$3,000,000
PW/HWY	Port Wedeln		\$1,200,000										\$1,200,000
PW/HWY	Oak and River St water rebuild (79% GF)		\$550,000										\$550,000
PW/HWY	Anagance water rebuild (73%GF)			\$550,000									\$550,000
PW/HWY	Christia+C33n Ridge water rebuild (78%GF)				\$700,000								\$700,000
PW/HWY	South Main St complete engineering			\$300,000									\$300,000
PW/HWY	Crescent lake water rebuild (78%GF)					\$700,000							\$700,000
PW/HWY	Mill St rebuild						\$750,000						\$750,000
PW/HWY	Varney Rd. rebuild section 1							\$500,000					\$500,000
PW/HWY	Varney Rd. water rebuild section 2 (71%GF)								\$1,000,000				\$1,000,000
PW/HWY	King Street Water rebuild (75%GF)									\$600,000			\$600,000
PW/HWY	Bay St water rebuild section 1 (71%GF)										\$1,000,000		\$1,000,000
PW/HWY	Bay St water rebuild section 2 (71%GF)											\$1,000,000	\$1,000,000
PW/HWY	PW Vehicle Replacement (HD-7)	*	\$250,000										\$250,000
PW/HWY	PW Vehicle Replacement (HD-2)	*		\$250,000									\$250,000
PW/HWY	PW Vehicle Replacement (HD-9)	*		\$100,000									\$100,000
PW/HWY	PW Vehicle Replacement (HD-17)	*			\$180,000								\$180,000
PW/HWY	PW Vehicle Replacement (HD-11)	*			\$100,000								\$100,000
PW/HWY	PW Vehicle Replacement (HD-13)	*				\$220,000							\$220,000
PW/HWY	PW Vehicle Replacement (HD-3)	*					\$350,000						\$350,000
PW/HWY	PW Vehicle Replacement (HD-15)	*						\$220,000					\$220,000
PW/HWY	PW Vehicle Replacement (HD-6)	*							\$350,000				\$350,000
PW/HWY	PW Vehicle Replacement (HD-4)	*								\$250,000			\$250,000
PW/HWY	PW Vehicle Replacement (HD-10)	*								\$100,000			\$100,000
PW/HWY	PW Vehicle Replacement (HD-14)	*									\$200,000		\$200,000
PW/HWY	PW Vehicle Replacement (HD-20)	*									\$100,000		\$100,000
PW/HWY	PW Vehicle Replacement (HD-1)	*										\$100,000	\$100,000
PW/HWY	PW Vehicle Replacement (HD-19)	*										\$270,000	\$270,000
PW/Hwy Total			\$3,125,000	\$1,975,000	\$4,450,000	\$1,450,000	\$1,450,000	\$1,450,000	\$1,450,000	\$1,450,000	\$1,450,000	\$1,450,000	\$19,700,000
FIRE	Ambulance	*						\$536,038					\$536,038
Fire Total			\$0	\$0	\$0	\$0	\$0	\$536,038	\$0	\$0	\$0	\$0	\$536,038
LIBRARY	Library Landscaping		\$250,000										\$250,000
LIBRARY	Library Solar Installation		\$190,000										\$190,000
Library Total			\$440,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$440,000
PARKS & REC	Abenaki Groomer	*	\$220,000										\$220,000
PARKS & REC	Community Center		\$100,000			\$4,000,000							\$4,100,000
Parks & Rec			\$320,000	\$0	\$0	\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$4,320,000
LIBBY	Libby Museum Restoration	*	75,000									3,000,000	3,075,000
Libby Total			\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000	\$3,075,000
	TOTAL GENERAL FUND		\$3,960,000	\$1,975,000	\$4,450,000	\$5,450,000	\$1,450,000	\$1,986,038	\$1,450,000	\$1,450,000	\$1,450,000	\$4,450,000	\$28,071,038

2024-2033 CIP Master List

Department	PROJECT NAME	CRF	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL
WATER	Seasonal waterlines		\$150,000	\$320,000	\$150,000	\$100,000							\$720,000
WATER	Water Treatment Plant upgrades		\$100,000	\$150,000	\$350,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,300,000
WATER	Highland Terrace		\$200,000										\$200,000
WATER	Oak and River St water rebuild (21% WF)		\$150,000										\$150,000
WATER	Anagance Lane water main upgrade (27%WF)			\$200,000									\$200,000
WATER	Christian Ridge water main upgrade (22%WF)				\$200,000								\$200,000
WATER	Crescent Lake water main upgrade (22%WF)					\$200,000							\$200,000
WATER	Water main upgrades						\$200,000	\$200,000					\$400,000
WATER	Varney Road water main upgrade (29%WF)								\$400,000				\$400,000
WATER	King Street water main upgrade (20%WF)									\$200,000			\$200,000
WATER	Bay Street water main upgrade (29%WF)										\$400,000		\$400,000
WATER	Bay Street Section 2 (29%WF)											\$400,000	\$400,000
Water Total			\$600,000	\$670,000	\$700,000	\$400,000	\$300,000	\$300,000	\$500,000	\$300,000	\$500,000	\$500,000	\$4,770,000
MED	ENGINEERING, DESIGN & BID SERVICES FOR MELODY & KENISTON ISLAND RECONSTRUCTION			\$525,000									\$525,000
MED	SUBMARINE CABLE FEEDERS				\$420,000								\$420,000
MED	MED BOAT												\$0
MED	REPLACEMENT OF ME-3 BUCKET TRUCK		\$325,000										\$325,000
MED	STORAGE BUILDING			\$200,000									\$200,000
MED	PHOTOVOLTAIC / RENEWABLE ENERGY PROJECT					\$1,000,000							\$1,000,000
MED	RECONSTRUCTION OF ROBERTS COVE ROAD TO 15kV STANDARDS						\$750,000						\$750,000
MED	REPLACEMENT OF ME-4 DIGGER/DERRICK TRUCK							\$350,000					\$350,000
MED	AMI METER PROJECT								\$870,000				\$870,000
MED	REPLACEMENT OF ME-2 BUCKET TRUCK									\$375,000			\$375,000
MED	VOLTAGE CONVERSION TO 12kV, PINE HILL ROAD / BEACH POND, TROTTING TRACK / NO. LINE ROAD											\$2,480,000	\$2,480,000
MED Total			\$325,000	\$725,000	\$420,000	\$1,000,000	\$750,000	\$350,000	\$870,000	\$375,000	\$0	\$2,480,000	\$7,295,000
SEWER	Sewer Pump Stations		340,000										340,000
SEWER	Wastewater Treatment Plant Upgrade						10,117,000						10,117,000
SEWER	South Main Wastewater Engineering		200,000										200,000
SEWER	South Main Wastewater Project			4,000,000									4,000,000
Sewer Total			\$540,000	\$4,000,000	\$0	\$0	\$10,117,000	\$0	\$0	\$0	\$0	\$0	\$14,657,000
	Total CIP Proposed Projects		\$5,425,000	\$7,370,000	\$5,570,000	\$6,850,000	\$12,617,000	\$2,636,038	\$2,820,000	\$2,125,000	\$1,950,000	\$7,430,000	\$54,793,038
SAU FIGURE FOR INFORMAITON ONLY: THIS IS NOT PART OF THE CIP													
SAU	34.29%OF \$200,000 Annual Site Improvements		\$68,580	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CRF	Funding Into the Capital Reserve Funds		\$980,000	\$1,000,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$6,242,066

Town of Wolfeboro
Capital Reserve Fund Planning Document

Name of Fund	7/31/2023	2023	2022 & 2023	2023	2024		2025		2026		2027		2028		2029		2030		2031		2032		2033		2033
	Principal & Interest	Approved Funding	Anticipated Withdrawals	Projected Balance	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Proposed Funding	Proposed Withdrawals	Projected Balance
DPW Vehicle/Equipment Replacement	35,736	300,000	(243,200)	92,536	380,000	(370,000)	400,000	(390,000)	400,000	(390,000)	400,000	(390,000)	400,000	(390,000)	400,000	(400,000)	400,000	(410,000)	400,000	(420,000)	400,000	(420,000)	400,000	(420,000)	72,536
Fire Trucks and Apparatus	303,644			303,644					200,000		200,000		200,000		200,000	(536,038)	200,000		200,000		200,000		200,000		1,367,606
Firehouse Community Center	90,092		(17,350)	72,742																					72,742
Milfoil Eradication (Public)	18,691			18,691																					18,691
P & R Foss Field Building	361			361																					361
Public Safety Building	48,871		(75,000)	(26,129)																					(26,129)
Public Safety Parking Lot	22,307			22,307																					22,307
Public Works Facility	6,923			6,923																					6,923
Town Office Facility	202			202																					202
Wolfeboro Public Library (Public)	19			19																					19
Abenaki Ski Area	62,723	25,000	(9,096)	78,627	25,000	(95,000)	25,000	(107,000)	25,000	(19,000)	25,000		25,000	(35,000)	25,000		25,000	(5,000)	25,000		25,000	(5,000)	25,000	(40,000)	22,627
Wastewater Treatment Plant	51,780	200,000	(236,044)	15,735	200,000		200,000		200,000		200,000		200,000		200,000		200,000		200,000		200,000		200,000		2,015,735
Abenaki Lodge	2,626			2,626																					2,626
Building Maintenance	91,351	50,000	(26,388)	114,963	50,000		50,000		50,000		50,000		50,000		50,000		50,000		50,000		50,000		50,000		614,963
Dockside Parking Lot	167,981			167,981																					167,981
Old Railroad Freight House	11,547			11,547																					11,547
Dockside Docks	61,027			61,027																					61,027
Water System	55,270			55,270																					55,270
Dispatch Equipment	313,361		(290,242)	23,119																					23,119
Accrued Leave Time Exp Trust Fund	103,000			103,000																					103,000
Libby Museum CRF	309,000			309,000																					309,000
Bridge Falls Path Lighting CRF	40,832		(42,000)	(1,168)																					(1,168)
Water Resources Non-CRF	101,096	100,000	(26,000)	175,096	100,000		100,000		100,000		100,000		100,000		100,000		100,000		100,000		100,000		100,000		1,175,096
Sidewalk CRF	75,452	75,000	(40,000)	110,452	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	100,000	(100,000)	110,452
Tree Removal and Replacement ETF	532	125,000	(90,000)	35,532	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	125,000	(125,000)	35,532
	1,974,424	875,000	(1,095,320)	1,754,104	980,000	(690,000)	1,000,000	(722,000)	1,200,000	(634,000)	1,200,000	(615,000)	1,200,000	(650,000)	1,200,000	(1,161,038)	1,200,000	(640,000)	1,200,000	(645,000)	1,200,000	(650,000)	1,200,000	(685,000)	6,242,066

2024 PROPOSED Capital Improvement Plan FUNDING														
Fund	Title	Total	General Fund Bond	State Revolving Loan Fund	General Fund Cash	Sewer Fund (GF Cost)	Water Fund Cash	Electric Fund Cash	CRF	Donation	Grant	Other Funds	Fund Balance	Comments
01	Sidewalk Improvements	\$ 100,000							\$ 100,000					
01	Tree Removal and Replacement	\$ 125,000							\$ 125,000					
01	Town Road Upgrades	\$ 900,000			\$ 900,000									
01	Port Wedeln	\$ 1,200,000		\$ 900,000							\$ 200,000	\$ 100,000		planning to use UFB after 2022 Audit is complete
01/02	Oak and River St water rebuild (79% GF and 21% WF)	\$ 700,000			\$ 550,000		\$ 150,000							donation from Association
01	PW Vehicle Replacement	\$ 250,000							\$ 250,000					
01	Library Landscaping	\$ 250,000								\$ 50,000	\$ 200,000			
01	Library Solar Installation	\$ 190,000								\$ 38,000	\$ 152,000			
01	Abenaki Groomer	\$ 220,000			\$ 130,000				\$ 90,000					
01	Community Center	\$ 100,000			\$ 100,000									
01	Libby Museum Restoration	\$ 75,000			\$ 75,000									
02	Seasonal waterlines	\$ 150,000					\$ 150,000							
02	Water Treatment Plant upgrades	\$ 100,000					\$ 100,000							
02	Highland Terrace	\$ 200,000					\$ 200,000							
03	Replacement of ME-3 Bucket Truck	\$ 325,000						\$ 325,000						
01	Sewer Pump Stations	\$ 340,000				\$ 340,000								
01	South Main Wastewater Engineering	\$ 200,000				\$ 200,000								
	2024 Total PROPOSED Capital Improvement Projects	\$ 5,425,000												
	Funding Capital Reserve Funds													
01	Public Works Vehicles and Equipment CRF	\$ 380,000			\$ 380,000									
01	Sidewalk CRF	\$ 100,000			\$ 100,000									
01	Building Maintenance CRF	\$ 50,000			\$ 50,000									
01	Wastewater Treatment Plant CRF	\$ 200,000				\$ 200,000								
01	Water Resources Non-CRF	\$ 100,000			\$ 100,000									
01	Abenaki Ski Area CRF	\$ 25,000			\$ 25,000									
01	Tree Removal and Replacement Expendable Trust Fund	\$ 125,000			\$ 125,000									
	2024 Total PROPOSED Funding to CRF	\$ 980,000												
	Total	\$ 6,405,000	\$ -	\$ 900,000	\$ 2,535,000	\$ 740,000	\$ 600,000	\$ 325,000	\$ 565,000	\$ 88,000	\$ 552,000	\$ 100,000	\$ -	