

***BROOKLINE CAPITAL IMPROVEMENTS PLAN
2014-2019***

Prepared by the Brookline Capital Improvements Committee

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*Adopted by the Brookline Planning Board
November 21, 2013*

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1 Introduction

The preparation and adoption of a Capital Improvements Plan (CIP) is an important part of Brookline's planning process. A CIP aims to recognize and resolve deficiencies in existing public facilities and anticipate and meet future demand for capital facilities. A CIP is a multi-year schedule that lays out a series of municipal projects and their associated costs. Over the six-year period considered by the CIP, it shows how the Town should plan to expand or renovate facilities and services to meet the demands of existing or new population and businesses.

A CIP is an **advisory document** that can serve a number of purposes, among them to:

- (a) Guide the Selectmen and the Finance Committee in the annual budgeting process;
- (b) Contribute to stabilizing the Town's property tax rate;
- (c) Aid the prioritization, coordination, and sequencing of various municipal improvements;
- (d) Inform residents, business owners, and developers of planned improvements;
- (e) Provide a necessary legal basis for developing and administering a growth ordinance.
- (f) Provide a necessary legal basis for developing and administering an impact fee system.

It must be emphasized that the CIP is purely advisory in nature. Ultimate funding decisions are subject to the budgeting process and the annual Town meeting. Inclusion of any given project in the CIP does not constitute an endorsement by the Capital Improvements Committee (CIC). Rather, the CIC is bringing Department project requests to the attention of the Town, along with recommended priorities, in the hope of facilitating decision making by the Town.

It is a principal goal of the CIP to increase the predictability and regularity of the Town's budget by planning for routine or anticipated major purchases of capital equipment and determining appropriate methods for meeting the Town's capital facility needs. Possible financing mechanisms and estimated bonding schedules are found at the end of this report. This financial information is intended to assist decision makers in the budget process.

The Brookline Capital Improvements Committee has prepared this report under the authority of the Planning Board and RSA 674:5-8. It is the Committee's intention that this report reflects the capital needs of the Town for the period and to offer recommendations to the Finance Committee and the Selectboard for consideration as part of the annual budget. Information submitted from the various town Departments, Boards and Committees helped form the basis of this document. Although this Capital Improvements Plan includes a six-year period, the CIP is updated every year to reflect changing demands, new needs, and regular assessment of priorities. This document contains those elements required by law to be included in a Capital Improvements Plan.

The adoption of a CIP by the Planning Board is a statutory prerequisite to the application of impact fees. Impact fees, however, have significant limitations. They can only be used to offset the proportion of capital expenses that may be attributed to new development, not to meet existing capital deficiencies. Fees collected must be properly used within six years, or the Town must return unused funds to parties from whom they were collected. Despite these constraints, which are more clearly delineated in the statute, it is the strong recommendation of the CIC that the Town of Brookline use impact fees as a method to reduce and manage the future cost of capital improvements. Several projects recommended in this Capital Improvements Plan are consistent with the long-term goals of the Community Facilities chapter of the Brookline Master Plan. This chapter of the Master Plan will be revised based on this report and the recommendations of any active Facilities Study Committee.

For purposes of the CIP, a capital project is defined as a tangible project or asset having a cost of at least \$5,000 and a useful life of at least three years. Eligible items include new buildings or additions, land purchases, studies, substantial road improvements and purchases of major vehicles and equipment. Expenditures for maintenance or repair, operating expenditures for personnel, and other general costs are not included. A summary of each of the projects included in the CIP is provided in the following section. Starting dates are not provided for deferred projects. Typically projects rated as “deferred” are not placed on the six-year schedule because:

- Based on information available, the Committee has resolved that there is not a demonstrated need for a project in the next six years; **or**
- There is insufficient information to determine the relative need for a capital improvement and additional research may be required before the Committee would consider allocating the project within the CIP schedule.

The CIC follows a schedule to effectively assist in capital expenditure planning:

1. In **April**, the Brookline Planning Board approves members to serve on the Capital Improvement Committee for the upcoming year.
2. In late **April/early May**, packets are sent to department heads and committee chairs.
3. In **June and July**, the forms and accompanying backup materials must be completed and returned by the dates specified. Copies of the returned packets are sent to all CIC members to evaluate and prepare questions.
4. In **July and early August**, the CIC meets with department heads and committee chairs to discuss the details of each project. Requests for clarification are made in writing as needed.
5. In late **August and September**, the CIC evaluates and rates each project and creates a spreadsheet representing all the capital costs over a six-year span of time.
6. In **October/November** the CIC finalizes the CIP and submits it to the Planning Board for formal approval.
7. After Planning Board approval, the CIP is forwarded to the Board of Selectmen and the Finance Committee for effective use during budget hearings for the ensuing fiscal year.

2 Population Growth

Brookline's population has grown substantially, increasing by 644% in the last sixty years, and 183% in the last thirty years. As shown in the following table, Brookline's population increased by 51% in the 1970s, 37% in the 1980s, 74% in the 1990s and 19% in the 2000s. The rate of growth has lessened somewhat, but is still high when compared to the NRPC region. Brookline's population today stands at 4,991, which is more than double its 1990 population of 2,410. By the year 2020, Brookline's population is projected to reach 5,610, a 12% increase over today's population; by 2030, the population is projected to reach 6,170, another 10% increase from 2020.

Year	Building Permits	Population	Decade Numeric Increase	Year Numeric Increase	Decade Percentage Change	Year Percentage Change
1950	N/A	671 ¹				
1960	N/A	795 ¹	124		18.5 %	
1970	N/A	1,167 ¹	372		46.8 %	
1980	N/A	1,766 ¹	599		51.3 %	
1990	23	2,410 ¹	644		36.5 %	
2000	35	4,181 ¹	1,771		73.5 %	
2010	361 ²	4,991 ¹	810		19.4 %	
2011	7	5,011 ³		20		0.4 %
2012	9	5,024 ⁴		13		0.3 %
2013	19 ⁷	N/A ⁸				
2015		5,330 ⁵				
2020		5,610 ⁵	619		12.4 %	
2025		5,890 ⁵				
2030		6,170 ⁵	560		10.0 %	
Build-out		9,591 ⁶				

2.1.1.1.1 Brookline Population, 1950 - Buildout (Projected)

¹ **Source:** NH Office of Energy and Planning, Population of Towns and Counties, 1960-2010

² **Source:** Permits issued 2001-2010

³ **Source:** New Hampshire Office of Energy and Planning, July 2012 (estimate)

⁴ **Source:** New Hampshire Office of Energy and Planning, July 2013 (estimate)

⁵ **Source:** New Hampshire Office of Energy and Planning, January 2007 (projection)

⁶ **Source:** Brookline Build-out Study, NRPC, December 2003

⁷ Year-to-date permits as of October 21, 2013

⁸ NH Office of Energy and Planning data not yet published

3 Net Valuation

Table 2 shows the net valuation without utilities of property in Brookline over the last several years. Between 1994 and 2011, the average annual growth rate was 3.37%. This average does not include the revaluations that took place in 2000, 2003, and 2008. This information can be used by the Town in deciding what level of debt it can reasonably carry.

Year	Net Valuation	Numeric Change	Percent Change
1994	\$ 145,188,232	-	-
1995	\$ 151,409,450	\$ 6,221,218	4.28 %
1996	\$ 160,632,984	\$ 9,223,534	6.09 %
1997	\$ 168,033,269	\$ 7,400,285	4.61 %
1998	\$ 176,655,310	\$ 8,622,041	5.13 %
1999	\$ 182,333,164	\$ 5,677,854	3.21 %
2000	\$ 249,309,474	\$ 66,976,310	36.73 % *
2001	\$ 256,884,317	\$ 7,574,843	3.04 %
2002	\$ 268,108,165	\$ 11,223,848	4.38 %
2003	\$ 406,476,988	\$ 138,368,823	51.61 % *
2004	\$ 414,965,696	\$ 8,488,708	2.09 %
2005	\$ 435,787,987	\$ 20,822,291	5.02 %
2006	\$ 451,661,775	\$ 15,873,788	3.64 %
2007	\$ 464,741,552	\$ 13,079,777	2.89 %
2008	\$ 571,375,575	\$ 106,634,023	22.94 % *
2009	\$ 575,198,940	\$ 3,823,365	0.67 %
2010	\$ 580,174,371	\$ 4,975,431	0.86 %
2011	\$ 587,414,954	\$ 7,240,583	1.25 %
2012	\$ 591,633,209	\$ 4,218,255	0.72 %
2013	\$483,507,224	\$(108,125,985)	(18.2) % *
Average annual change not including reassessment years			3.19 %

3.1.1.1.1 Net Valuation (1994-2013)

Source: Annual Town Reports

* Reassessment conducted

4 Financing Methods

In the project summaries below, there are five different funding methods used. The first four methods require appropriations, either as part of the annual operating budget or as independent warrant articles at Town or School District Meetings:

- **1-Year Appropriation** - funded by property tax revenues within a single fiscal year.
- **Capital Reserve** - requires appropriations over more than one year, with the actual project being accomplished only when the total appropriations meet the project cost.
- **Lease/Purchase** - typically used by departments for the purchase of vehicles.
- **Bonds** - generally limited to the most expensive capital projects, such as major renovations, additions, or construction of new school or municipal buildings or facilities, and allow capital facilities needs to be met immediately while spreading the cost over many years.
- **Impact fees** - collected from new development to pay for new facility capacity. Money collected is placed in a fund until it is either expended within six years or returned to the party from whom it was collected. (Further information about impact fees can be found in the Brookline Zoning and Land Use Ordinance.)

5 Identification of Capital Needs

The CIC uses worksheets that are filled out annually and submitted by department heads and committee chairs to identify potential capital needs and explain project requests. These worksheets are designed to generate information that defines the relative need and urgency for projects. The CIP worksheet includes: a project description, the departmental priority if more than one project is submitted, the facility service area, the rationale, a cost estimate, and potential sources of funding. The CIP worksheet is included in Appendix A.

6 Priority System

The Committee uses an established system to assess the relative priority of projects requested by the various departments, boards, and committees. Each proposed project is individually considered by the Committee and voted a priority rank based on the descriptions below:

RATING	DESCRIPTION OF RATING
<i>Urgent</i>	Cannot be delayed. A project needed for public health or safety or to prevent a serious detrimental effect on a critical community service if not funded.
<i>Necessary</i>	Needed to maintain the basic level and quality of community services.
<i>Desirable</i>	Needed to improve the quality or level of services.
<i>Deferrable</i>	Can be placed on hold until after the 6-year period, but supports community development goals.
<i>Research</i>	Pending results of ongoing research, planning, and coordination.
<i>Inconsistent</i>	Conflicts with an alternative project/solution recommended by the CIP. Contrary to land use planning or community development goals.

6.1.1.1.1 Priority Ratings

7 Project Descriptions

All CIP project proposals, from each department and committee, are available at the Town Hall for public examination. Each capital expense has an ID that can be linked to an expense on the Capital Improvements Requests Summary spreadsheet.

7.1 Ambulance Department/Emergency Management

7.1.1 Ambulance Replacements

<u>Vehicle ID</u>	<u>Title</u>	<u>Fiscal Year Start</u>	<u>Total Amount</u>	<u>Placed in Service</u>	<u>Projected Replacement</u>	<u>Rating</u>
AMB.001	Replace Ambulance 5-A-1	TBD	TBD	2010	2018	Necessary
AMB.002	Replace Ambulance 5-A-2	2015	\$ 180,000	2008	2017	Necessary
AMB.003	Replace Town Vehicle	2019	\$ 17,500	2010	2019	Necessary

The Ambulance Director has indicated that in FY2017, the oldest ambulance will need to be replaced. In order to accommodate newer technologies and reduce repair difficulties later in the service life, the scheduled rotation for ambulances has been reduced from the ten (10) years used in the past to a staggered schedule of five (5) to six (6) years per ambulance. This replacement ambulance would most likely be obtained through a 3-year lease/purchase for \$180,000. At previous Town Meetings, warrant articles were passed to implement a capital reserve fund for the purchase of the replacement. An article to deposit \$60,000 into the fund will be presented at the 2015 Town Meeting.

The current Town Vehicle is a 2005 Dodge Durango 4WD purchased in 2010. It is used by the Ambulance Department and Emergency Management for travel to meetings, to pick up supplies, and to check conditions during hazardous weather. If either ambulance is out of service for an extended period it is also used to transport important equipment. The vehicle has performed well and has required only routine maintenance. The Ambulance Director estimates this vehicle should be replaced with another used vehicle in FY2019.

7.2 Conservation Commission

The Conservation Commission continues to examine the acquisition of land and land easements for conservation consistent with the goals outlined in Brookline's Master Plan and as pursued by implementation of the Strategic Land Acquisition Plan. The CC currently has no bonding authority; the Land Acquisition Fund, which is funded by the revenue raised when land is taken out of current use, is the only current source of funding.

The Conservation Commission has no capital requests at this time.

7.3 Fire Department

7.3.1 Vehicle Replacement Schedule

<u>Vehicle ID</u>	<u>Vehicle Name</u>	<u>Placed in Service</u>	<u>Projected Replacement</u>	<u>Estimated Replacement Cost</u>
5-R-1	5-Rescue-1	2001	2022	-
5-R-2	5-Rescue-2	1989	-	-
5-E-2	5-Engine-2	1995	2019	\$450,000
5-E-3	5-Engine-3	2011	2031	-
5-E-4	5-Engine-4	1985	2016	\$280,000
5-U-1	5-Utility-1	1994	-	-
5-T-1	5-Tanker-1	2007	2027	\$300,000
5-P-1	Fire Pickup	2005	2025	-
5-F-1	5-Forestry-1	1969	-	-

The scheduled rotation for fire engines is twenty (20) years.

The Fire Department anticipates submitting warrant articles for three year leases to replace equipment during the year of its projected replacement. These have typically included a buyout option at the end of the lease period.

7.3.2 Fire Station Roof Repairs (FD2013.001)

Project ID:	FD2012.001
Project Title	Fire Station Roof Repairs
Fiscal year start:	2014
Total Amount:	\$12,000
Priority:	Necessary

The Fire Department and Selectboard propose to re-shingle/re-roof the upper apparatus bay in the year 2014. This part of the fire station was built in 1968. The last time the roof was re-shingled was over 25 years ago in the early to mid 1980s. The useful life of a shingle roof is typically 25 years.

An estimated cost for the project is \$12,000. These funds would come from the operating budget.

7.4 General Government Buildings

7.4.1 Library Facility - Architectural Consultation (BI2008.001)

Project ID:	BI2008.001
Project Title	Library Expansion - Architectural Consultation
Fiscal year start:	2017
Total Amount:	\$20,000
Priority:	Research

With plans to approach voters at Town Meeting in March 2018 for a new Library, these funds would be used to update architectural and engineering designs for this new facility. With a gap of several years since its initial design, the Library plan presented in 2007 should be reviewed to be sure it meets currently defined needs and practices.

7.4.2 New Library Facility (BI2010.001)

Project ID:	BI2010.001
Project Title	New Library Facility
Fiscal year start:	2018
Total Amount:	\$2,750,000 (2006 estimate) less other funding
Priority:	Research

Since 2003, the Library has indicated the need for an expanded facility. In 2006, the Facilities Study Committee found a piece of land in the center of town suitable for this purpose. At the March 2007 Town Meeting, voters approved \$30,000 for an option to buy the parcel of land (for this or other purposes) at a total cost of \$750,000. That option expired in 2012 and was not renewed.

Brookline's 2010 Master Plan calls for our "town center" to be maintained and expanded. In the first half of 2008, Study Circle and town-wide survey results showed a similar concern. Keeping the Library in its current location or one close to the center is consistent with this goal.

Various professional guidelines and calculations have shown that the space needed to provide a library suitable for a population of 8,000 ranges from 11,000 to 16,000 square feet. Thus the current design for a library of 12,000 square feet (with provision for expansion to a build-out population of 9,600 or more) is on the conservative side. The current facility reached capacity some years ago. Any medium or large program has to be held at another location due to the lack of parking and meeting space.

The current library has approximately 5,000 fairly inefficient square feet on two floors, while guidelines suggest a basic level for our current population should be 8,700 square feet, and a single floor could be managed with a smaller staff and thus lower costs. Strong efforts are being made to maintain functionality through vigorous weeding, offsite storage for less-frequently used materials, and other measures.

The 2007 Facilities Study Committee and the Library Trustees assumed that this project would proceed only when supported by significant grant, private donor, and/or other non-taxpayer funding.

7.4.3 Repair Town Hall Trim (BI2013.001)

Project ID:	BI2013.001
Project Title	Repair Town Hall Trim
Fiscal year start:	2014
Total Amount:	\$17,500 (excludes \$10,000 spent FY2013)
Priority:	Necessary

During 2013, \$10,000 was expended for repairs to the base of two columns of exterior trim. These columns had extensive rotting and water damage that in one of the columns extended to the support structure at the base of the building. The support structure has been repaired and the wood trim replaced with synthetic material which will not rot in the future.

The entire exterior of the town hall was last painted in 2006 at a cost of \$10,000, including the fire escape. A rough estimate from the same painter to repaint the entire building in 2014 is \$16,250, which includes additional costs for dealing with the presence of lead paint. The two sides in most need (the front and back of the building) could be done in 2014 for \$7,500 with the sides painted in 2015 at an approximate cost of \$9,000.

7.4.4 "Annex" Roof and Trim Repairs (BI2013.002)

Project ID:	BI2013.002
Project Title	Repair Annex Roof and Trim Repairs
Fiscal year start:	2014
Total Amount:	\$10,000 (estimate)
Priority:	Research

The Facilities Committee is studying alternatives for the future of the "Annex". Originally a millinery and bakery, the building was acquired in 1901 and housed the fire department until 1968. Used first by the police department and then the ambulance department until 2004, the building has recently been used by off-site storage for several town entities, most of whom are finding new locations for their needs. The current uses are for the storage of lesser-used library holdings deemed still important and books collected for Friends of the Library book sales.

A public hearing was held on September 30, 2013 to discuss alternatives ranging from razing the structure to reconditioning the building for dry-storage. The Selectboard is soliciting cost proposals for several options and is planning additional public hearings to determine a proposal for Town Meeting.

7.5 Highway Department

7.5.1 Road Upgrades (HI2006.001)

Project ID:	HI2006.001
Project Title	Road Upgrades
Fiscal year start:	2014
Total Amount:	\$360,000 (\$60,000/year)
Priority:	Desirable

The Road Agent proposes spending \$60,000 per year for various road upgrade projects. The upgrade of Hood Road began in 2012. It is assumed that priorities will be set based on the pattern of housing development.

7.6 Police Department

7.6.1 Vehicle Replacements

<u>Vehicle ID</u>	<u>Current Make/Model</u>	<u>Function</u>	<u>Fiscal Year Start</u>	<u>Total Amount</u>	<u>Placed in Service</u>	<u>Projected Replacement</u>	<u>Rating</u>
PDCAR.001	Ford Crown Victoria (2010)	Cruiser	2014	\$38,400	2010	2015	Necessary
PDCAR.002	Ford Police Interceptor sedan (2013)	Cruiser	2013	\$10,500	2013	2016	Necessary
PDCAR.003	Dodge Charger (2007)	Unmarked	2014	\$33,000	2007	2015	Necessary
PDCAR.004	Dodge Charger (2006)	Chief car	TBD	TBD	2006	Not scheduled	TBD
PDCAR.005	SUV (2013)	4x4	2017	TBD	2012	Not scheduled	TBD
PDCAR.006	Ford Police Interceptor sedan (2013)	Cruiser	2013	\$0	2013	2016	Necessary

The Police Department has replaced cruisers/marked cars every three (3) years (unmarked cruisers every five (5) years) or when a vehicle has excessive mileage or is rendered unusable. Cruisers are typically replaced when they reach approximately 100,000 miles, and are rotated out of active patrol duty and used as an unmarked or Chief's car. Specifications for the replacement vehicles were not included in the department's CIP proposal but are typically submitted as part of the preparation for the annual budget.

Funding for vehicle replacements is now put into the operating budget rather than being presented as a warrant article at Town Meeting.

In 2012 the most cost effective option for the Town was to enter a three-year lease agreement; at the end of the lease, the vehicle would be purchased for \$1. Each vehicle carries a five-year/100,000 mile bumper-to-bumper warranty, inclusive of drive train.

When a new cruiser is put into service, the vehicle being replaced is converted to an unmarked car and replaces the oldest vehicle in the fleet.

7.7 Brookline School District

7.7.1 RMMS Roof Repairs

Project ID:	BSD2014.001
Project Title	RMMS Roof Repairs
Fiscal year start:	2014
Total Amount:	\$30,000
Priority:	Necessary

The roof flashing on the Richard Maghakian Memorial School is in need of repair. The Brookline School Board is proposing a project that allocates \$10,000 in 2014, 2016, and 2018 to make the required repairs. This project is planned to be funded from the school general fund.

7.7.2 RMMS Boiler Replacement

Project ID:	BSD2014.002
Project Title	RMMS Boiler Replacement
Fiscal year start:	2016
Total Amount:	\$30,000
Priority:	Necessary

The six boilers that provide heat and hot water to the Richard Maghakian Memorial School are scheduled to be replaced in FY2016. This project is planned to be funded from the school maintenance fund.

7.7.3 RMMS Ceiling Maintenance

Project ID:	BSD2014.003
Project Title	RMMS Ceiling Maintenance
Fiscal year start:	2014
Total Amount:	\$22,500
Priority:	Necessary

The interior drop ceilings at the Richard Maghakian Memorial School are refurbished and maintained on a yearly basis. This entails replacing ceiling tiles as needed and painting the grid that holds the tiles in places. This project is planned to be funded from the school general fund.

7.8 Hollis/Brookline Cooperative School District

The Hollis/Brookline School District did not submit formal proposals for projects for the plan period. According to the SAU41 Business Administrator, there are two potential projects for the next 3 to 5 years:

- Resurface athletic track (\$20,000 - \$25,000)
- Reseal parking lots (\$80,000)

Both of these projects would likely be funded using the Co-Op operating budget.

8 Conclusions and Recommendations

The Capital Improvements Committee (CIC) desires to increase predictability and regularity for the purpose of evaluating and moderating the fiscal impacts of projects. With proper planning the Town could take advantage of opportunities to collect impact fees that would reduce the tax impact of projects driven by population growth. Projects should contain background information describing the reasons for the project as well as the final goal of the project and cost estimates. Departments that have projects scheduled for implementation in the upcoming fiscal year should have all of their planning completed and quotes obtained by the time they appear before the CIC. The Selectmen, the Finance Committee and the voters should not support projects for the ensuing year without completed estimates and proper planning.

The Capital Improvement Committee makes the following recommendations:

8.1 General

All departments should develop long-range plans and update them on an ongoing basis to anticipate equipment and personnel growth.

The Town should continue the use of Capital Reserve Funds for regular recurring purchases where feasible.

The Town should consider a specific improvements plan for the Town's 250th anniversary in 2019.

8.2 General Government Buildings

A long-term maintenance plan for all Town buildings should be developed.

The project for the new library facility (BI2010.001) should be split into two projects, one for acquisition of the land required and the other for the building.

8.3 Highway Department

The Highway Department should publish a long term Road, Bridge, and Sidewalk Plan.

Projects relating to the Brookline Sidewalk and Trail Connection Plan should be submitted for inclusion in the CIP.

Any project to repair the Bond Street Bridge should be submitted for inclusion in the CIP.

8.4 Police Department

Any project to replace major accessories in vehicles (radios, computers, etc.) should be submitted for inclusion in the CIP.

8.5 School Districts

The districts and the Capital Improvements Committee should continue to improve the exchange of information for capital school projects.

8.6 Planning Board

The CIC should continue to explore additional ways of obtaining complete and timely CIP proposals from all departments.

Information received after submittal of the CIP to the Planning Board could be added as an "unrated project" and the revised document resubmitted to the Planning Board. This would allow the summary of all data received in a single document.

9 Fixed Costs Including All Projects

	2014	2015	2016	2017	2018	2019
<u>Bonds</u>						
Safety Complex I - 20 yr. (\$1,285,000)	\$ 91,962.50	\$ 90,012.50	\$ 86,762.50	\$ 83,512.50	\$ 79,734.50	\$ 76,595.00
Conservation Commission (Bross) - 20 yr. (\$492,842)	\$ 40,043.66	\$ 38,793.66	\$ 37,543.66	\$ 36,293.66	\$ 35,043.66	\$ 33,918.66
Conservation Commission (Cohen/Olson) - 20 yr. (\$291,900)	\$ 23,668.76	\$ 22,918.76	\$ 22,168.76	\$ 21,418.76	\$ 20,706.26	\$ 20,068.76
Safety Complex II - 20 yr. (\$1,390,000)	\$ 96,030.00	\$ 94,030.00	\$ 98,520.00	\$ 95,880.00	\$ 94,780.00	\$ 97,580.00
CSDA Construction - 20 yr. (\$5,367,912)	\$ 429,818.75	\$ 433,281.25	\$ 430,825.00	\$ 432,450.00	\$ 433,025.00	\$ 867,575.00
CSDA Roof Repair - 10 yr. (\$386,400)	\$ 53,721.00	\$ 50,900.00	\$ 49,500.00	\$ 48,300.00	\$ 47,300.00	\$ 46,100.00
Bond Subtotal	\$ 735,244.67	\$ 729,936.17	\$ 725,319.92	\$ 717,854.92	\$ 710,589.42	\$ 1,141,837.42
<u>Proposed Projects</u>						
Purchase Replacement Town Vehicle (AMB.003)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,500.00
Purchase Replacement Ambulance (AMB.002)	\$0.00	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00	\$0.00
Replace Fire Engine (5-E-4)	\$0.00	\$93,333.33	\$93,333.33	\$93,333.33	\$0.00	\$0.00
Replace Fire Engine (5-E-2)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00
Fire Station Roof Repairs (FD2013.001)	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Expansion - Consultation (BI2008.001)	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
New Library Facility (BI2010.001) (est. 20 yr bond @ 3%)	\$0.00	\$0.00	\$0.00	\$0.00	\$183,017.00	\$183,017.00
Repair Town Hall Trim (BI2013.001)	\$17,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
"Annex" Roof Repairs (BI2013.002)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Road Upgrades (HI2006.001)	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00
Replace Police Vehicles (totals)	\$33,496.00	\$46,296.00	\$38,402.00	\$25,601.00	\$12,801.00	\$1.00
RMMS Roof Repairs (BSD2014.001)	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RMMS Boiler Replacement (BSD2014.002)	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00
RMMS Ceiling Maintenance (BSD2014.003)	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Subtotal	\$185,496.00	\$259,629.33	\$281,735.33	\$258,934.33	\$255,818.00	\$410,518.00
<u>Total Payments</u>	\$920,740.67	\$989,565.50	\$1,007,055.25	\$976,789.25	\$966,407.42	\$1,552,355.42

10 Project Description Worksheet

**TOWN OF BROOKLINE
CAPITAL IMPROVEMENT PROJECT WORKSHEET**

DEPARTMENT

PRIORITY

PROJECT TITLE

PROJECTED START

Fiscal Year

Calendar Year

PROJECTED END

Fiscal Year

Calendar Year

(Please attach a clear and detailed description of the project. Include background materials, all relevant materials on the subject of cost analysis, and local, state or federal laws and regulations.)

Type of Project

(Primary Purpose)

(Check **NO MORE** than two)

- Replace or repair existing facilities or equipment
- Improve the quality of existing facilities or equipment
- Expand capacity of existing service level/facility
- Provide new facility or service capability
- Land acquisition

Service Area of Project Impact

- Region Town of Brookline (townwide impact)
- Neighborhood School District
- Street Other

Project Rationale

(Check **ALL** that apply)

- Removes imminent threat to public health or safety
- Alleviates substandard conditions or deficiencies
- Responds to Federal or State mandate for implementation
- Improves the quality of existing services
- Provides added capacity to serve growth
- Reduces long-term operating costs
- Scheduled regular replacement
- Public demand for facility or expenditure
- Fulfills goal/objective of Master Plan or other planning document
- Eligible for matching funds (include in your attached description)

Impact on Operating Budget, Costs or

Personnel Needs (check **ALL** that apply)

Personnel Requirements: Reduces OR Increases

O & M costs: Reduces OR Increases

Other

Source of Funding (check **ALL** that apply)

- Town operating budget
- Capital reserve account
- Bonding
- State matching funds
- Federal matching funds
- Other

Annual Dollar Cost of Impacts if Known

(+) \$

(-) \$

Anticipated Useful Life of the Project/Equipment

Years

Capital Cost Estimate

Planning/Feasibility Analysis	\$
Architecture and Engineering	\$
Real Estate Acquisition	\$
Site Preparation	\$
Construction	\$
Furnishings and Equipment	\$
Vehicles	\$
Other	\$
TOTAL PROJECT COST	\$

Prepared by	Title	Date

11 Project Summary Worksheet

**BROOKLINE CAPITAL IMPROVEMENT PLAN
PROJECT REQUESTS SUMMARY SHEET**

Department:

	Project	Total Cost	2014	2015	2016	2017	2018	2019	Source of Funds *
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
	TOTALS								

* Source of funds could be cash/operating budget, capital reserve fund, bonding, etc.