



TOWN OF WARNER, NEW HAMPSHIRE
CAPITAL IMPROVEMENTS PROGRAM

FY 2012 to FY 2017

Adopted October 3, 2011

Prepared by: Warner Planning Board and its Capital Improvements Program Subcommittee

Certificate of Adoption

In accordance with New Hampshire RSA 674:5-8, Capital Improvements Program, and RSA 675:6, Method of Adoption, the Warner Planning Board, having held a duly noticed Public Hearing on October 3, 2011, hereby adopts and certifies this Capital Improvements Program for the FY 2012-2017, dated October 3, 2011.

Signed by:

Paul S. Visette
Paul C. Danni
John P. Kelly
Barbara Annis

Peter M. Flynn
Edward J. Omich

This document was received and recorded by the Town Clerk on October 6, 2011

Signed: Judith A. Newman-Rogers, Warner Town Clerk
Judith A Newman-Rogers

ACKNOWLEDGEMENTS

The Planning Board would like to express their gratitude to the following people who assisted the Board with this undertaking. Without their help, this plan would not have been possible.

Clyde Carson, Chairman, Board of Selectmen

Laura Buono, Town Administrator

Matt Waite, Director of Public Works

Richard Brown, Chief, Fire Department

William Chandler, Chief, Police Department

Gerald Courser, Trustee of Cemeteries

Edward Mical, Emergency Management Director

James McLaughlin, Warner Village Water District

James McLaughlin, Conservation Commission

Nancy Ladd, Pillsbury Free Library

Kearsarge Regional School District

Administrative Office, Merrimack County

CIP Subcommittee:

Rick Davies, chairman, Planning Board Member

Aedan Sherman, Planning Board Member

David Hartman, Selectman

Laura Buono, Town Administrator

Martha Bodnarik, Budget Committee

Rich Knapik, Public Member at Large

CAPITAL PROGRAM INTRODUCTION

Warner's Capital Improvement Program – Background: The Capital Improvement Program (CIP) was authorized by the 1988 Town Meeting. This plan identifies the capital needs of the Town and indicates how these needs will be funded over a six year period, which may include any current and future capital projects. The CIP should be consistent with the goals of the Master Plan which was adopted in 2011. The Planning Board requested ideas for potential capital improvements from town departments and committees, Pillsbury Free Library, Warner Village Water District, Kearsarge Regional School District and Merrimack County.

The CIP, updated annually and a component of the Master Plan, is a program budget and schedule which lays out a series of planned municipal expenditures for capital improvements. It is essentially a plan which shows how, when, and at what costs, Warner intends to expand or renovate its services and facilities over a six year period to accommodate the population and house growth.

The CIP serves as a source of information used:

- Per RSA 674:5, the sole purpose of the CIP is to aid the Board of Selectmen and the Budget Committee in their consideration of the annual budget.
- To aid the Town's elected officials, appointed committees and department heads in the prioritization, coordination and sequencing of various municipal improvements;
- To provide a forward looking planning tool for the purpose of contributing to the creation of a stable real property tax rate;
- To inform the residents, business owners and developers of needed and planned improvements.

The goal of the CIP is to establish a system of procedures and priorities by which to evaluate public improvement projects in terms of public safety, public need, project continuity, financial resources, and the strategic goals for the town. The CIP allows town departments to establish a methodology and priority system to continue providing efficient and effective services. It also provides an opportunity for citizens and interested parties to voice their request for community improvement projects.

Like the Town Master Plan, the CIP should be an ongoing process. Once established, the CIP should become a routine annual practice for the Planning Board and all Departments. Review of the Master Plan is a part of the CIP process.

Definition:

For the purposes of this document, a capital improvement has been defined by two key criteria:

1. The item must have a cost greater than \$10,000 and;
2. It must have a useful life of three years or more.

Eligible items include major equipment, vehicles, expansion of water and sewer systems, special studies, land, buildings and roads – to name a few. Recurring costs such as personnel and supplies are not capital improvements. Some items such as maintenance and repair, may or may not be included depending upon the cost and the useful life of the repair.

DEPARTMENT RATIONALE SYSTEM

One of the most difficult aspects of preparing a CIP is the scheduling and evaluation of proposed projects. The following system of Department Rationales was developed to assist the departments in evaluating the proposals submitted. Each project/purchase request Information Form had the following items on a checklist. The number of checks out of a possible total of 9 was assigned as the “Department Rationale”. All of the items below have an equal value. If a project satisfies a criterion, it receives a score of “1”. Alternately, if a project does not meet a particular criterion, it receives a “0”. The maximum score any project can receive is “9”. This total score (x of 9) and which of the items were checked (indicated by the corresponding letter) are indicated within each project’s CIP Request Summary Recap later in this report.

The 9 Department Rationale items are as follows:

- A - Removes imminent threat to public health or safety
- B - Alleviates substandard conditions or deficiencies
- C - Responds to federal or state requirements to implement
- D - Improves quality/efficiency of existing services
- E - Provides additional capacity to serve growth
- F - Reduces long-term operating costs
- G - Provides incentive for economic development
- H - Consistent with Warner’s Master Plan
- I - Eligible for matching funds or grant funds

THE CIP PROCESS

1. The Planning Board CIP Committee is formed, following the Town Meeting and consists of representatives from the Planning Board, a representative from the Budget Committee, and a Selectman. Additional participants will be drawn from the public at large. A Planning Board representative is the Chairperson and coordinates all activities.
2. The CIP Committee, through the Planning Board Secretary, delivers information and application materials to all Town department heads, Board/Commission Chairs, the School Board, and County. Information included is a reference to their portion of the latest Master Plan, a request form, and the ranking criteria. The Department heads submit their Capital request form with the priority rankings, estimated costs, the year(s) for which they are seeking the request and identification of how each project/purchase is to be funded. Where the Department Information submitted was lacking information, a Subcommittee member was assigned to gather missing or incomplete information.
3. The CIP Committee collects the requests, reviews the narratives and priority rankings and compiles them into this document for review by the Planning Board. The CIP Subcommittee assigns a Ranking for each project which is fully explained later in this report.

PLANNING BOARD REVIEW

1. Planning Board may adjust scheduling and/or estimated cost of items prior to a Public Hearing.
2. Planning Board conducts a properly noticed Public Hearing for adoption of the CIP.
3. Planning Board either votes to adopt as posted, or revises as a result of the Public Hearing.
4. Once adopted, the CIP is filed with the Town Clerk, and copied to all Town Departments, the Budget Committee, and the Kearsarge Regional School District Business Administrator. One copy of the signed CIP Report shall be submitted to the NH Office of Energy and Planning.

POPULATION PROJECTIONS

The US Census figures for the Town of Warner for Years 1970 through 2010 are shown in Table 1 below. The NH OEP “Municipal Population Projection” is no longer compiled, so the CIP Subcommittee projection of 3% increase by the year 2020 is based on a round-off of the 2.7% increase for the previous 10 years, 2000 through 2010. This results in a population projection up to 2,918 by 2020.

Year	Population	Increase %
1970	1441	--
1980	1963	36.2% Actual
1990	2250	14.6% Actual
2000	2760	22.7% Actual
2010	2833	2.7% Actual
2020	2918	3.0% Projection

FINANCING METHODS

Bonds are generally limited to the most expensive capital projects such as major renovations, additions or new construction of buildings. Cost of the project is spread out over many years in the future.

Capital Reserve Funds are established by a vote of Town or School District Meetings and must specify a purpose and may identify the agent that is authorized to expend from the fund. This method requires appropriation over more than one year with the actual project generally being accomplished only when the total appropriations meet the project cost. Generally, this method of funding is used for purchase of vehicles equipment, and as a method of preparing for the expense of major renovations, additions or new construction of buildings.

Expendable Maintenance Trust Funds are established by a vote of Town or School District Meetings and must specify a purpose and identify the agent that is authorized to expend from the Trust Fund. Money is appropriated to the fund and accumulated over time. When the balance accumulates to a level that allows the project to move forward, funds are withdrawn in accordance with the specified purpose.

Annual (1-Year) Appropriation is for projects that are to be funded by property taxes within a single year.

TAX RATE HISTORY

	2004	2005	2006	2007	2008	2009	2010
LOCAL	\$7.01	\$7.01	\$7.33	\$7.49	\$8.75	\$8.85	\$8.99
SCHOOL	\$8.26	\$6.92	\$8.46	\$8.61	\$10.19	\$9.98	\$10.83
STATE	\$3.15	\$2.36	\$2.29	\$2.19	\$2.34	\$2.12	\$2.41
COUNTY	\$2.28	\$1.99	\$2.01	\$2.39	\$2.44	\$2.65	\$2.74
TOTAL	\$20.70	\$18.28	\$20.09	\$20.68	\$23.72	\$23.60	\$24.97
PRECINCT	\$1.18	\$1.00	\$2.36	\$2.46	\$2.01	\$2.50	\$1.97

Capital Reserve History	2006	2007	2008	2009	2010	2011	Available July 2011
Highway Road Construct, CR	\$100,000	\$200,000	\$200,000	\$200,000	\$200,000	\$225,000	\$225,505
Highway Equipment, CR.	\$50,000	\$50,000	\$110,000	\$110,000	\$50,000	\$50,000	\$184,535
Transfer Station Acq. & Imp, CR	\$0.00	10,000	\$50,000	\$65,000	\$0	\$10,000	\$33,686
Transfer Station Equipment, CR	\$0	\$0	\$0	\$0	\$0	\$13,000	\$13,000
Fire Department Equipment, CR	\$0	\$20,000	\$0	\$0	\$0	\$30,000	\$96,488
Bridge Replacement & Maint. CR	\$50,000	\$0	\$25,000	\$50,000	\$50,000	\$50,000	\$177,046
Conservation Fund, CR	\$50,000	\$50,000	\$50,000	\$30,000	\$20,000	\$0	\$38,887
Police Department Vehicles, CR	\$0	\$0	\$0	\$20,000	\$15,000	\$16,000	\$23,158
Property Revaluation, CR	\$50,000	\$50,000	\$50,000	\$20,000	\$30,000	\$15,000	\$115,688
Exit 9 Improvements, CR	\$10,000	\$0	\$0	\$5,000	\$5,000	\$0	\$10,098
Fire Dept. Bldg. Renovation, CR	\$70,000	\$0	\$0	\$0	\$0	\$0	\$113,790
Town Hall Building Improve., CR	\$0	\$0.00	\$25,000	\$0	\$0	\$20,000	\$28,279
Dry Hydrants, CR	\$0	\$0	\$0	\$0	\$25,000	\$0	\$25,179
TOTAL	\$380,000	\$380,000	\$510,000	\$500,000	\$395,000	\$429,000	\$1,085,339

Expendable Trust History	2006	2007	2008	2009	2010	2011	Available July 2011
Upgrade & purchase radios & pagers	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000
Forest Fire	\$5,000	\$0	\$0	\$0	\$0	\$0	\$46,942
Cemeteries (includes new Waterloo)	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$17,205
TOTAL	\$5,000	\$5,000	\$5,000	\$0	\$0	\$15,000	\$79,147

Town Indebtedness: Projected as of 12/31/2011: \$719,684

Gravel Pit and Road Work. – In 2005 the town borrowed money for the purchase of the gravel pit and to do road work. The Bond Principal is \$52,392.00 and the Interest is \$7729.00 totaling \$60,120.68. This runs through June of 2014. The balance remaining is \$180,363.00

Fire Department Engine. In 2010 voters approved the purchase of a new fire pumper in the amount of \$376,541. The Board of Selectmen has taken out a loan for this purchase. 2011 Expenditure was \$32,255.52. This runs through 2025. The balance remaining is \$419,321.00

Hopkinton Landfill Closure – The amount required for Warner to pay for its part in the closure of the Hopkinton Landfill is included in the total amount above. This runs through 2017. It is anticipated there will be continuous additional monitoring costs after this date. The balance remaining is \$120,000.00

CIP SUBCOMMITTEE REPORT

The process of reviewing the requests from the various departments is not an easy task. Many hours, individually and collectively, have gone into the process of collecting, analyzing and compiling the information into a document that will aid the Selectmen, Town Administrator, and the Budget Committee in their efforts. Some of our discussions have included the following:

1. Prior to starting the this year's CIP, the Subcommittee Chairman met with the Board of Selectmen and contacted the Budget Committee Chairman to inquire about any proposed items for inclusion in the CIP Plan. No specific projects were identified at that time.
2. Items included in this year's CIP include updated population information, prior years funding, and the projects requested for 2012-17.
3. The Subcommittee recommended that a written cost estimate be submitted with the Project Information Form(s). This can help in determining cost for projects; however few written estimates were received.
4. Department Information Forms have a Department Rationale Checklist which when check-offs are added up creates a number in the range of 0 to 9. The total checks are indicated on each CIP Request Summary Recap Sheets. See page 4 for full explanation.
5. **RANKING:** The CIP Subcommittee included a CIP Ranking located on the Summary Spreadsheet which illustrates the level of the Subcommittee's Recommendation:
 - U = Urgent – cannot be delayed. Needed for health or safety
 - N = Necessary – Needed to maintain existing level & quality of community services
 - DS = Desirable – Needed to improve quality of level of services
 - DF = Deferrable – Can be placed on hold until after 6 year period.
 - R = Research – Pending results on ongoing research, planning, and coordination.
6. It is recommended that the Town continue to seek grants as available for CIP projects. This is an excellent way of offsetting taxes to complete needed projects.
7. As of July 2011, the Town has \$1,085,339 in capital reserve funds. A Road Repair project is underway at this time on North Village Road which is reducing this amount.
8. The Road Committee is working on prioritizing the top road projects, however, there has been no action by the Road Committee or the Selectmen to develop and implement a long range plan that addresses maintenance and repair to our roads and bridges.

PLANNING BOARD REVIEW OF CIP

The Planning Board reviewed and discussed in detail this Capital Improvements Plan (CIP) for Fiscal Year 2012 to Fiscal Year 2017 as presented by the CIP Subcommittee. The Planning Board approved the Plan as amended based on additional information received. The Planning Board compliments and thanks the CIP Subcommittee for its thoroughness, time and effort in preparing and presenting this report. The Planning Board concurs with the ranking and recommendations of the CIP Subcommittee. The Planning Board recommends the Road Committee work with the Board of Selectmen to implement a long range plan in addressing road projects to be included in the future years CIP plan. The Planning Board will review the Rationale process prior to the start of the FY2013- FY2018 CIP and make changes as necessary.

PROJECTS OVERVIEW

The remainder of this CIP Report consists of

- CIP Spreadsheet which summarizes requests from Departments for 2012 through 2017
 - Summary Recaps of each Department Project Information Form
 - Appendix A - KRSD provided 6 year CIP listing
 - Appendix B – sample Project Identification Form
-

SUMMARY SPREADSHEET of DEPARTMENT PROJECT REQUESTS - Warner's Capital Improvements Program for 2012 thru 2017

#	CIP Ranking : DS = Desirable, U = Urgent, N = Necessary, DF = Deferrable, R = Research [Refer to page 7 for CIP Ranking definitions]	Request in 2011	Funded in 2011	July 2011 Available	Request 2012	Request 2013	Request 2014	Request 2015	Request 2016	Request 2017	2012-17 Total Request
BOARD OF SELECTMEN											
	Town Hall Front Steps	\$11,000	\$0								\$0
	New Furnace & Internal Building Changes/Updates - Town Hall	\$20,000	\$0								\$0
10	Town Hall Building Improvements Capital Reserve		\$20,000	\$28,279	\$30,000	\$30,000					\$60,000
	Energy Projects for Town-Owned Buildings	\$50,000	\$0								\$0
11	2015 Revaluation Capital Reserve Fund	\$30,000	\$15,000	\$115,688	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$180,000
	BOARD OF SELECTMEN TOTAL	\$111,000	\$35,000	\$143,967	\$60,000	\$60,000	\$30,000	\$30,000	\$30,000	\$30,000	\$240,000
POLICE DEPARTMENT											
12	Cruiser Fleet Management	\$16,000	\$16,000	\$23,158	\$10,000	\$12,000	\$13,000	\$14,000	\$15,000	\$16,000	\$80,000
	POLICE DEPT. TOTAL	\$16,000	\$16,000	\$23,158	\$10,000	\$12,000	\$13,000	\$14,000	\$15,000	\$16,000	\$80,000
HIGHWAY DEPARTMENT											
	Road & Construction Projects										
13	Repair Bridges Capital Reserve	\$50,000	\$50,000	\$177,046	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
14	Road Construction Fund Capital Reserve	\$250,000	\$225,000	\$225,505	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000
	EQUIPMENT										\$0
16	Highway Equipment Capital Reserve	\$50,000	\$50,000	\$194,353	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
	HIGHWAY DEPT. TOTAL	\$350,000	\$325,000	\$586,905	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$2,100,000
TRANSFER STATION											
17	Transfer Station Equipment Capital Reserve	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$78,000
18	Transfer Station Acquisition and Improvements Cap Reserve	\$0	\$10,000	\$33,686	\$10,000	\$10,000					\$20,000
	TRANSFER STATION TOTAL	\$13,000	\$23,000	\$46,686	\$23,000	\$23,000	\$13,000	\$13,000	\$13,000	\$13,000	\$98,000
CONSERVATION COMMISSION											
19	Land Conservation Fund	\$50,000	\$0	\$38,887	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
	CONSERVATION COMMISSION TOTAL	\$50,000	\$0	\$38,887	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
FIRE DEPARTMENT											
20	Construct New Central Fire Station			\$113,790			\$2,000,000				\$2,000,000
21	Fire/Rescue Vehicle Capital Reserve	\$50,000	\$30,000	\$96,488	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
	Installation of Dry Hydrants	\$25,000		\$25,176							\$0
22	Radio & Pager Expendable Trust Fund	\$12,000	\$15,000	\$0	\$10,000						\$10,000
	FIRE DEPARTMENT TOTAL	\$87,000	\$45,000	\$235,454	\$60,000	\$50,000	\$2,050,000	\$50,000	\$50,000	\$50,000	\$2,310,000
EMERGENCY MANAGEMENT											
23	KMR Alternate Route Capital Reserve Fund	\$50,000	\$0	\$0	\$50,000						\$50,000
24	Update Hazard Mitigation Plan			\$0	\$0	\$13,000					\$13,000
	EMERGENCY MANAGEMENT TOTAL	\$50,000	\$0	\$0	\$50,000	\$13,000	\$0	\$0	\$0	\$0	\$63,000

Department: Board of Selectmen

Project Description: Town Hall Improvements - Energy Projects & Carpet Replacement

Life Expectancy: 10 - 15 years **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 3 of 9 >> checked #BFI

In 2009, the Town of Warner had a professional energy audit done on all town owned buildings. As part of that audit, recommendations were made as to what we could do to conserve energy and save money over the long term. The Board of Selectmen decided that the Town Hall would be the building that would be the first to have some considerable upgrades as a result of the audit and last year, the residents voted to fund the first phase.

The recommendations for the Town Hall are as follows:

1. Ceiling slopes above stage: remove fiberglass, strap with 2x6's and dense pack cellulose. Install 2.5" foil faced polyisocyanurate on interior for R52 assembly. Can strap again and cover with drywall for painting black.
2. For all vertical block walls, offset 2x6 framing and foam spray 4" for R24. For frame wall in attic, frame secondary, staggered stud, 2x4 wall for 7" cavity and dense pack cellulose, also for R24.
3. Main attic flat ceiling: several strategies to achieve R52 continuous with no thermal bridging. Two primary considerations are weight loads on lathe and plaster ceiling and establishing and air and moisture barrier at that level. Preferred strategy described in pdf.
4. Basement walls – wherever accessible, but most importantly in meeting room, gut finish materials to be able to spray foam in rim joists and over sill and foundation wall over offset 2x4 stud wall for min R15 and air sealed windows and sill area.
5. Addition attic: same insulation strategy on back wall, already framed. Foam over wall plates and seal all ceiling penetrations.
6. New Boiler.

In 2011, the old furnace was replaced with a two boiler unit and there is a plan to put insulation in the stage area of the main hall and in the attic prior to the winter. The Board of Selectmen has discussed tackling the basement walls in 2012 since there is also a plan to change the carpet in that room which is long overdue.

Costs	2011	2011	July 2011	Total						
	Request	Apprv'd	Available	2012	2013	2014	2015	2016	2017	2012-2017
Plan/Design/Eng										
Land/Site Improve			\$58,279		\$30,000					\$79,350
Construction										
Equipment										
Other										
Funding:										
Capital Reserve	\$20,000	\$20,000	\$30,000	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$60,000
Gross available			\$28,279	\$0	\$0	\$0	\$0	\$0	\$0	

Department: Board of Selectmen

Project Description: 2015 Revaluation Capital Reserve Fund

Life Expectancy: 5 years **Funding Timeline:** 2012 – 2015 **Residents Benefiting:** All **Department Rationale:** 2 of 9 >>checked #CD

The Town of Warner is required to complete revaluations every 5 years. Continuing to place funds in a Capital Reserve Fund for these projects will allow the money to be available at the time needed while keeping the tax rate level.

	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
<u>Costs</u>	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment										
Other - Consultant							\$200,000			\$200,000
Funding:										
Capital Reserve	\$30,000	\$15,000		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$180,000
Gross available			\$115,688	\$145,668	\$175,668	\$205,668	\$35,668	\$65,668	\$95,668	

Department: Police Department

Project Description: Cruiser Replacement

Life Expectancy: 3 to 5 years **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 5 of 9 >>checked #ABDFH

There are currently 2 cruisers (2008 and 2010) and one four wheel drive SUV (2007) police vehicles. Police cars generally are kept until they have more than 100,000 miles which means replacing one vehicle on average every 3 years. The 2008 cruiser will be replaced in 2013 when it is 5 years old. There was less than typical use to this vehicle due to the lack of one full time officer for a year. The four wheel drive SUV may last eight to ten years. The last vehicle purchased cost \$28,000. Projected vehicle costs are based on \$28, 500 plus a projected 3.5% escalation which has been recommended to the Chief.

The regular replacement of vehicles ensures that officers possess safe, reliable and necessary equipment while performing their duties. Management of replacing cruisers also prevents costly and untimely repairs that are associated with high mileage and many hours of engine idle time. All residents directly benefit due to the fact that the Warner Police Department serves and protects the community, as a whole, on a daily bases.

The request is for \$10,000 to be added to the previously established capital reserve fund with incremental increases over the 6 year forecast period to allow purchase of a vehicle in fiscal years 2013, 2015, and 2017. These dates are one year later than but consistent with than the goals of the 2011 Master Plan. The Board of Selectmen ultimately approves the purchase of vehicles from the capital reserve fund.

<u>Costs</u>	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment					\$30,000		\$30,000		\$30,000	\$90,000
Other										
Funding:										
Capital Reserve	\$16,000	\$16,000		\$10,000	\$12,000	\$13,000	\$14,000	\$15,000	\$16,000	\$80,000
Gross available			\$23,158	\$33,158	\$15,158	\$28,158	\$12,158	\$27,158	\$13,158	

Department: Highway Department

Project Description: Bridge Replacement/Improvement

Life Expectancy: 30 years **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 5 of 9 >>checked #ACDEH

Warner currently has 6 bridges/culverts on the State of NH's red list, designating them as in need of replacement. Most of these projects require the engineering and expertise of an outside contractor. New projects will be started as sufficient money accumulates to execute them.

This year's top priority project is the multi-plate culvert over Silver Brook on North Village Road. It urgently needs to be replaced with a concrete structure and also requires a rebuild of 5/10ths of a mile of road to bring the approaches back into shape. Failure to accomplish this would mean closing the bridge and the end of N. Village Rd. to through traffic. Safety vehicle response would be severely impacted and residents would suffer a loss of access and services.

The request is for \$50,000 to be added to the previously established capital reserve fund. The rebuild of the approaches will be covered by road construction funds and the paving costs are covered in the operating budget. This project is currently underway with an estimated cost of \$110,000 for the box culvert replacement, \$40,000 for paving, and \$110,500 for road construction.

<u>Costs</u>	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction					\$110,000		\$110,000		\$110,000	\$330,000
Equipment										
Other										
Funding:										
Capital Reserve	\$50,000	\$50,000		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
Gross available			\$177,046	\$227,046	\$167,046	\$217,046	\$157,046	\$207,046	\$147,046	

Department: Highway DepartmentProject Description: Road ConstructionLife Expectancy: 30 years Funding Timeline: 2012 – 2017 Residents Benefiting: All Department Rationale: 3 of 9 >> checked #DGH

The Town of Warner currently maintains 78 miles of roads. We have 3800 registered vehicles, nearly 70% more than the 2258 in 2003. Maintenance of town roads is covered in the operating budget. When these roads wear out and need replacement, they become capital improvement projects. These projects are ongoing, with no end in sight, hence we have established a capital reserve fund that needs to be added to annually. All grants for which the town qualifies are sought.

The Warner Road Committee, established in 2006, has divided the town road system into 96 separate segments and rated each by its base foundation, number and condition of culverts, drainage, slope, alignment, amount of traffic, number of accidents, and emergency vehicle accessibility. These ratings are reviewed annually and used to prioritize the reconstruction projects. Heading the list currently are the 5/10ths of a mile on North Village Road associated with the Silver Brook Bridge replacement, three segments of Pumpkin Hill Road (from Mason Road to the Town Line) and Waldron Hill Road. All these projects require new drainage, culverts, re-grading, re-graveling and paving. These projects all demand engineering expertise available only with an outside contractor. When the selectmen choose a project, bids will be sought. Current estimates:

N. Village Road (Silver Brook bridge -- 5/10ths mi.)	-- \$110,500
Pumpkin Hill (Pumpkin Blossom Farm to buffalo farm, <1 mi.)	-- \$480,000
Waldron Hill Road (paved portion, 6/10ths mi.)	-- \$600,000

Other high priority projects are Pumpkin Hill Rd.(Mason Hill to Pumpkin Blossom Farm), North Village Rd., Denny Hill Rd.(Old Main St. to Pumpkin Hill Rd.), Mason Hill(Coal Hearth to Burnt Hill), Newmarket Rd.(Bean Rd. to Retreat Rd.), Kearsarge Mtn. Rd.(Pattee Lane to Tory Rock), and Burnt Hill(Mason Hill to end of pavement). These priorities are subject to change each year.

The request is for \$250,000 to be added to the previously established capital reserve fund. The rebuild of the approaches to the Silver Brook bridge is currently underway, as a part of the bridge replacement project, and will cost \$110,500 for road construction. As enough money accumulates, or emergencies arise, the top projects on the road committee's priorities list will be attacked.

The CIP Subcommittee projected the Road construction project timeline based on requested projects and funds available.

(continued on next page)

[cont'd from previous page]
 [Road Construction]

	<u>2011</u> <u>Request</u>	<u>2011</u> <u>Apprv'd</u>	<u>July 2011</u> <u>Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total 2012-</u> <u>2017</u>
<u>Costs</u>										
Plan/Design/Eng										
Land/Site Improve										
Construction			\$110,500	\$480,000			\$600,000		?	\$1,190,500
Equipment										
Other										
<u>Funding:</u>										
Capital Reserve	\$250,000	\$225,000		\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000
Gross available			\$225,505	\$365,005	\$135,005	\$385,005	\$35,005	\$285,005	\$535,005	

Department: Highway Department

Project Description: Equipment

Life Expectancy: 10 years Funding Timeline: 2012 – 2017 Residents Benefiting: All Department Rationale: 5 of 9 >>ABDFH

The Town of Warner currently maintains a fleet of 15+ vehicles. We acquired a street sweeper this year for \$30,000 and are rebuilding the engine in the 2003 CV712 Mack for \$8000. We expect these expenditures to save us money over time. Based on age and wear, four vehicles are being considered for replacement in the 2012 – 2017 time period. Because these vehicles all carry hefty price tags and replacement is a never-ending need, we have established a capital reserve fund that needs to be added to annually. All grants for which the town qualifies and new bids are sought at the time of purchase. No new purchases are expected for 2012.

Description	Mileage/Hours	Condition	Aug,2011 cost estimate
2002 Cat Excavator M312	5500 hrs.	Serviceable, wearing out	\$152,000 to replace with Backhoe/Loader \$189,000 - \$215,000 for excavator
1986 Mack Truck (plow/dump) 6 wheel	266,227 miles	Still running, but can't get replacement parts	\$116,030 + plow + sander for 10 wheel 2012 Mack GU433
1997 Mack Truck (plow/dump) 6 wheel	184,944 miles 12,582 hrs.	Still good, but suggested service life is only 10 yrs.	\$111,851 for 6 wheel 2012 Mack GU712
1998 Mack Truck (plow/dump) 6 wheel	147,548 miles 9,614 hrs.	Still good, but suggested Service life is only 10 yrs.	\$111,851 For 6 wheel 2012 Mack GU712

The current request is for \$50,000 to be added to the previously established capital reserve fund. As enough money accumulates, or vehicles die, the top priority vehicles will be replaced.

<u>Costs</u>	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Equipment				\$114,353	\$155,000			\$115,000		\$384,353
<u>Funding:</u>										
Capital Reserve	\$50,000	\$50,000		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
Gross available			\$184,353	\$234,353	\$170,000	\$65,000	\$115,000	\$50,000	\$100,000	

Department: TRANSFER STATION

Project Description: Replacement of one downstroke bailer (2013) and one skid steer loader (2015)

Life Expectancy: Bailer (20) ,Loader (10-15) years **Funding Timeline:** 2013-2015 **Residents Benefiting:** All **Dept. Rationale:** 3 of 9 >>Checked #BFI

There are currently 2 downstroke bailers and 2 skid steer loader in use at the transfer station. This equipment is generally kept for the projected useful life of the equipment. Retaining equipment beyond its useful life will increase maintenance costs incrementally and greatly reduce the resale value. Maintenance must be performed on this necessary equipment on a regular schedule for optimum safety and reliability. Use beyond projected useful life not only increases maintenance and repair costs, but the associated downtime seriously affects the throughput and efficiency of the operation.

A regularly scheduled replacement program can maintain or even increase the efficiency of the transfer station. Sale of the bailed recyclable materials provides income for the town.

The request is for \$13,000 to be added to the previously established reserve fund with matching amounts to be added over the 5 year forecast period to allow the purchase of a downstroke bailer in fiscal year 2013 and the purchase of a skid steer loader in fiscal year 2015. There also exists the possibility of grant money from New Hampshire the Beautiful. This can provide up to \$5,000. The Board of Selectmen ultimately approves the purchase of equipment from the capital reserve fund.

Costs	2011	2011	July 2011	2012	2013	2014	2015	2016	2017	Total
	Request	Apprv'd	Available	2012	2013	2014	2015	2016	2017	2012-2017
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment					\$15,000		\$35,000			\$50,000
Other										
Funding:										
Capital Reserve (Grant for some)	\$13,000	\$13,000		\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$78,000
Gross available			\$13,000	\$26,000	\$24,000	\$37,000	\$15,000	\$28,000	\$41,000	

Department: TRANSFER STATION

Project Description: Construction of loading and roll off dock structures. Expansion of parking lot and traffic flow reconfiguration. Improvement of composting area. Expansion of demolition area. Swap shop.

Life Expectancy: 20+ years Funding Timeline: 2012-13 Residents Benefiting: ALL Department Rationale: 5 of 9 >>checked # ABDEF

This will be a 3 phase project. All will improve safety, increase efficiency and reduces costs.

Phase 1: The current loading dock is substandard and presents an inefficient and high labor cost method of loading vehicles and is hazardous to pedestrians. The present loading dock can be replaced and will reduce demolition disposal costs by allowing for segregation of materials and more efficient and cost effective disposal. The Swap-Shop can be relocated into the reconfigured easterly stalls to allow for expansion and segregation of the shelve area. These improvements will reduce long term operating costs and provide additional capacity for future expansion, as well as providing an increased level of safety.

Phase 2: There may be additional building expansion and improvements done over the 6 year period starting with a 20x20 extension, moving the overhead door, and improvement in the demolition and materials separation areas.

Phase 3: Improvement of the compost area – timeline TBD

<u>Costs</u>	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction				\$33,600	\$15,000					\$48,600
Equipment										
Other										
<u>Funding:</u>										
Capital Reserve	\$0	\$10,000		\$10,000	\$10,000					\$20,000
Gross available			\$33,686	\$10,000	\$5,000					

Department: Warner Conservation Commission

Project Description: Conservation Fund Appropriation

Life Expectancy: Perpetual **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 5 of 9 >>checked #DFGHI

The Conservation Commission requests an appropriation of \$50,000 per year in each of the years 2012 – 2017, to be added to the Warner Conservation Fund for use in protecting valuable open space in Warner. These appropriations will be in addition to moneys received annually by the Town from change in Current Use Tax penalties. The Commission utilizes the Conservation Fund to acquire conservation easements in undeveloped parcels of open land possessing significant natural resource values. A conservation easement is a legally binding agreement between a willing land owner and a government entity such as the Commission or a non-profit conservation organization. It provides protection – in perpetuity – from activities specified in the easement: usually subdivision, development or other actions that might decrease or destroy the natural resource values of the parcel and surrounding area. Land under an easement remains in private ownership and on the municipal tax roles. Conservation easements are one of the most effective tools available for guiding growth in our community.

<u>Costs</u>	2011	2011	July 2011	2012	2013	2014	2015	2016	2017	Total 2012-
	Request	2011	Available	2012	2013	2014	2015	2016	2017	2017
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment										
Other- Easement										
Funding:										
Capital Reserve	\$50,000	\$0		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
Gross available			\$38,887	\$88,887	\$138,887	\$188,887	\$238,887	\$288,887	\$338,887	

Department: Fire Department

Project Description: New Fire Station

Life Expectancy:50 years Funding Timeline: 2014-2015 Residents Benefiting: All Department Rationale: 6 of 9 >>checked # ABCDEH

The Warner Fire Department currently has eight vehicles, only six of which can be housed in the existing station. This station, at 5000sq. ft., is very cramped and not in compliance with NFPA and Americans with Disabilities Act standards. Lacking an exhaust system, high levels of CO2 accumulate in the station when we roll out our apparatus. Lack of onsite parking creates problems in a downtown with already limited parking.

We are looking to build a new station that will address all these deficiencies and meet Warner’s needs for the next fifty years. With approximately 14,000 sq. ft. of space, we will be able house all our existing and future apparatus under one roof. It will incorporate five bays housing up to ten vehicles. There will be handicap access to all areas of the building as well as dispatch and office space. Planning for the day when we will house our members on overnight shifts, the new station will have separate sleeping and bathroom facilities for men and women. It will also contain a larger kitchen and dayroom. Our new design calls for an on-site generator, giving us power to deal with all emergency situations. This new station will allow the members of Fire/Rescue to better serve the residents of the Town of Warner.

In the Current economy, construction costs are down from previous years. Delaying this project will increase taxpayer costs.. The Fire Department did submit an application for a grant under the stimulus package to construct this station, but did not receive any funds. If future grants become available, an application will be submitted.

This project carries an estimated cost of \$1.9 to \$2.5 million. Without a grant, the town will probably need to issue a bond to pay for it.

	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total 2012-</u>
<u>Costs</u>	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Plan/Design/Eng									
Land/Site Improve									
Construction					\$2,000,000				\$2,000,000
Equipment									
Funding									
Bond		-				\$2,000,000			\$2,000,000
Capital Reserve	\$0	\$0		\$0					\$113,790
Gross Available			\$113,790	\$113,790	\$113,790	\$0			

Department: Fire Department

Project Description: Vehicle Replacement

Life Expectancy: 20 years/vehicle **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 5 of 9 >>checked #BCDEH

In 2010 voters agreed to purchase a \$376,000 pumper for the Warner Fire Department. This necessitated a long-term lease/buy plan because we had not added anything to the existing Fire/Rescue Vehicle Capital Reserve Fund in the five of the past six years. Our department does not face vehicle replacement as often as police and highway do, but our vehicles are more expensive and just as necessary for public safety. We feel it is in the town's best interest to establish a regimen similar to that of Highway and Police of annually adding to the Fire/Rescue Vehicle Capital Reserve Fund.

The forestry vehicle will need to be replaced within the next few years. Using our best cost-saving efforts, we think we can accomplish this for about \$75,000.

The request is for \$50,000 to be added to the previously established capital reserve fund, annually.

<u>Costs</u>	<u>2011 Request</u>	<u>2011 Apprv'd</u>	<u>July 2011 Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total 2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment						\$75,000				\$75,000
Other										
Funding:										
Capital Reserve	\$50,000	\$30,000		\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$396,488
Gross available			\$96,488	\$146,488	\$196,488	\$246,488	\$221,488	\$271,488	\$321,488	

Department: Fire Department

Project Description: Replacement of Radios and Pagers

Life Expectancy: 15 years **Funding Timeline:** 2012

Residents Benefiting: All **Department Rationale:** 5 of 9 >> checked #ABCEI

The FCC has mandated that all emergency services radio equipment operate in the narrowband frequencies. Our existing radios and pagers cannot be programmed for these frequencies. In 2011, the town established a capital reserve fund and appropriated half the money for this project. We are now asking for the money to finish.

The request is for \$10,000 to be added to the previously established capital reserve fund.

<u>Costs</u>	<u>2011 Request</u>	<u>2011 Apprv'd</u>	<u>July 2011 Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total 2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment				\$25,000						\$25,000
Other										
Funding:										
Capital Reserve	\$15,000	\$15,000		\$10,000						\$10,000
Gross available			\$15,000	\$0						

Department: Emergency Management

Project Description: Alternate Road off Kearsarge Mountain Road

Life Expectancy: 100 years **Residents Benefiting:** 600 **Funding Timeline:** ASAP **Department Rationale:** 5 of 9 >> checked #ADEHI

Kearsarge Mountain Road has no secondary means of entry or egress above Kirkland Street. Approximately 600 plus Warner residents would have no way to safely evacuate and there would be no level of service able to be provided if an incident closes the road above Kirkland Street. This project will provide a new level of protection for these citizens. This deficiency was identified in the 1999 Master Plan with no action taken so it has been restated in the 2011 Master Plan. Additionally, Warner's Hazard Mitigation Plan identifies this safety situation.

The challenge for this project is the expected significant cost. The length of a road could range from one half mile to two miles or more. The level of construction would need to be sufficient to allow temporary access which could be closed off to through traffic except in emergencies. There have been suggestions to piggy-back on a development using its road or an emergency only extension. To date no simple answer has come forth. A study would highlight the options so if the opportunity.

The CIP Subcommittee projected cost of \$50,000 is loosely based on other initial studies Warner has seen over the past decade. Actual construction costs budgets for such a project could vary widely; however an initial budget may be in the range of \$100 to \$400 per lineal foot of road length. Since 2004, the Warner Planning Board has sponsored studies on traffic and traffic control in the Exit 9/Intervale area. Conclusions recapped in the 2011 Master Plan's Transportation chapter indicate the need for continuation of planning for the inevitable work. Buildings have Planning Board approvals at three lots and developers have indicated new commercial buildings and business expansion at another. There is sufficient land in this area to allow for construction of many more.

Delaying a more comprehensive study will delay determining a construction design. The preference of the Planning Board is to have developers and/or the State pay for the improvements. The study will allow the Planning Board to expedite the project's traffic control reducing potential for project delays

Costs	2011	2011	July 2011	2012	2013	2014	2015	2016	2017	Total
	Request	Apprv'd	Available	2012	2013	2014	2015	2016	2017	2012-2017
Plan/Design/Eng				\$50,000						\$50,000
Land/Site Improve										
Construction										
Funding:										
Capital Reserve	\$50,000	\$0	\$0	\$50,000						\$50,000
Gross available			\$0	\$0						

Department: Warner Planning Board

Project Description: Exit 9/Intervale Area Traffic Control Improvement

Life Expectancy: 50 years **Funding Timeline:** 2012 – 2013 **Residents Benefiting:** Most **Dept. Rationale:** 6 of 9 >>checked # ABDEHI

Since 2004, the Warner Planning Board has sponsored studies on traffic and traffic control in the Exit 9/Intervale area. Conclusions recapped in the 2011 Master Plan’s Transportation chapter indicate the need for continuation of planning for the inevitable work. Buildings have Planning Board approvals at three lots and developers have indicated new commercial buildings and business expansion at another. There is sufficient land in this area to allow for construction of many more.

Delaying a more comprehensive study will delay determining a construction design. The preference of the Planning Board is to have developers and/or the State pay for the improvements. The study will allow the Planning Board to expedite the project’s traffic control reducing potential for project delays

<u>Costs</u>	<u>2011 Request</u>	<u>2011 Apprv'd</u>	<u>July 2011 Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
										<u>2012-2017</u>
Plan/Design/Eng				\$10,000	\$20,098					\$30,098
Land/Site Improve										
Construction										
Equipment										
Other										
Funding:										
Capital Reserve	\$10,000	\$0		\$10,000	\$10,000					\$20,000
Gross available			\$10,098	\$10,098	\$0					

Department: Parks & Recreations

Project Description: New Lawn Mower

Life Expectancy: 15 years **Funding Timeline:** 2012 **Residents Benefiting:** All **Department Rationale:** 2 of 9 >>checked #DF

With expansion and development of the youth athletic fields Warner now has 10+ acres of fields to maintain. The Parks & Recreation Department maintains these fields in house through part time employees and volunteers. The lawn mower that was purchased (through donations) unfortunately hasn't held up due to the level of use it has undertaken. The cost of repairs and service has steadily risen over the last few years.

The P&R Department would like to upgrade their lawn mower to a heavy-duty commercial grade mower. The new mower they are looking at is a Ferris Model 3100, 37 hp with a 61" mowing deck and bagger. The estimated cost for this mower is \$15,000.

The request is for \$9,000 to be added to the previously established capital reserve fund. With the additional \$9,000 added to the already existing \$6,000 from the 2010 CIP there would be \$15,000 available to purchase the new lawn mower.

<u>Costs</u>	<u>2011</u>	<u>2011</u>	<u>July 2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
	<u>Request</u>	<u>Apprv'd</u>	<u>Available</u>							<u>2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment				\$15,000						\$9,000
Other										
Funding:										
Non-lapsing	\$12,000	\$6,000		\$9,000						\$9,000
Gross available			\$6000	\$0						

Department: **Library**

Project Description: Energy Projects

Life Expectancy: Funding Timeline: 2012 – 2017 Residents Benefiting: All Priority Rating: 4 of 9 >>checked #BDFH

Presently there is no insulation over the dome ceiling in the original section of the Library and therefore this represents an area for high heat and cooling costs as well as an impact on electrical costs. Based on Ms. Margaret Dillon’s energy audit of 2009, if all the energy saving recommendations are implemented, the Library could reduce the electrical, heat, and cooling cost by 30%. Additionally, the improvements would create a payback in less than four years.

Building Energy Technologies (BET), LLC will air seal all electrical, plumbing or HVAC penetrations through the domed ceiling and cover the existing plaster and metal lathe with approximately 1.5” of closed cell foam reaching down the ceiling slopes as far as possible. When finished, the entire top of the dome ceiling and accessible areas of the slopes will be air sealed. After air sealing the dome areas, dense-pack with cellulose insulation will follow providing an R-value of R-22. There is what is called the “flat attic” currently hidden from view by a suspended ceiling, but still a part of the dome ceiling and is included in this project. The “flat attic” will receive a 16” layer of blown-in settled cellulose insulation, with an approximate R-value of R-60.

The delay is not being able to undertake this project in 2010-2011 has been a cost increase, due to materials, of 10% for 2012. In 2010 the library expended approximately \$8,000 of operating budget funds to implement some of the energy saving recommendations from the 2009 energy audit. The cost of insulating the dome ceiling is now sitting at almost \$16,000 if done in 2012, a dollar amount that is out of reach of the Library budget. The amount of \$15,804 needed to fund this project would represent an increase to the town tax rate of \$0.057 per \$1,000 based on the 2010 property valuation of \$279,303,465.

Costs	2011	2011	July 2011	2012	2013	2014	2015	2016	2017	Total
	Request	Approved	Available	2012	2013	2014	2015	2016	2017	2012-2017
Plan/Design/Eng										
Land/Site Improve				\$15,804						
Construction										\$15,804
Equipment										
Other										
Funding:										
Revenue or Grant				\$15,804						\$15,804
Gross available			\$0	\$0.00						

Department: Library

Project Description: Integrated Library System

Life Expectancy: indefinite **Funding Timeline:** 2012 – 2017 **Residents Benefiting:** All **Department Rationale:** 6 of 9 >>checked # BDEFGH

The need to install a new integrated library system (ILS) that includes a circulation system and an online patron access catalog (OPAC) is listed in the 2011 Master Plan under Department Needs (6.14.1).

The proposed ILS system will provide improved access to library collections and services by both residents and other Town Departments, and provide an additional method of communication with Library staff. Specifically, people will be able to see what the library owns, whether it is available to be borrowed, will be able to make inquiries to library staff, renew or request items, and see what they have already borrowed and when it is due to be returned. Library staff will be able to efficiently generate reports, respond to inquiries, and send automated notices about renewals and overdue items, thus saving much phone time, envelope stuffing, and mailing expenses. Therefore Library staff will be able to spend more time on other tasks, providing better service with existing resources.

This project is a cooperative project of a network of N.H. libraries and will have support from the N.H. State Library staff. By using an open source system that is developed and shared in a collaborative manner by many other libraries, the cost of support and training is expected to stay low compared with commercially developed systems that are dependent on proprietary systems and exclusive support contracts. Also, its lifespan is indefinite and therefore will avoid the cost of replacement systems in future years.

The current online catalog and circulation system is already out of date, no longer being updated or supported by the parent company, and has no capability of being adapted to today's expected features. It requires increasing amounts of staff time to maintain, and is exhibiting increasing amounts of data corruption due to age and lack of software upgrades and support.

<u>Costs</u>	<u>2011 Request</u>	<u>2011 Apprv'd</u>	<u>July 2011 Available</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Total 2012-2017</u>
Plan/Design/Eng										
Land/Site Improve										
Construction										
Equipment										
Other				\$10,000						\$10,000
Funding:										
Revenue	\$10,000	\$0		\$10,000						\$10,000
Gross available			\$0	\$0						\$0.00

APPENDIX 'A' - KRSD 5 YEAR CIP

Draft CIP 5 year plan		Submitted by Dan Noyes, Director of Facilities	
Location	Project	Year complete	Notes
NLES	Walk-in Refrig and Freezer	2010-11	Done
BRAD	Dishwasher (always having difficulty)	2011-12	Budgeted
DIST	New disinfectant cleaning system	2011-12	Budgeted
DIST	Sidewinder floor stripper	2011-12	Budgeted
KRHS	Replace boards on existing gym bleachers	2011-12	Budgeted
KRHS	Walk- in refrig	2011-12	Budgeted
KRHS	Walk-in freezer	2011-12	Budgeted

11-Aug-11

Kitchen item
Pressure washer/ wet vacuum assembly for rapid, thorough cleaning of bathrooms. In an era of increased awareness of illnesses and possible pandemics, the ability to thoroughly clean and sanitize restrooms will be important to reassure parents we are keeping kids safe.

A machine that will mechanically strip floors. It works more quickly than the chemical stripper process. This will increase the pace at which floors are stripped and refinished during the summer and the efficiency of the maintenance staff.

Continuation of the 2009 bleacher repairs

Compressor and evaporator components of the units are aging and experiencing similar maintenance issues that the New London elementary refrigerator and freezer had. This is the same solution that was effected in New London.

Location	Project	Cost	Year complete	Status	Notes
KRHS	Re-key school (70 doors)- change or repin cores	8000	2011-12	Budgeted	Keys at the high school have been distributed widely. This is an attempt to regain control over who has access to the building. Most of the door hardware does not need replacing. Only the lock cores will be involved.
KRMS	Security camera system	25000	2011-12		Monitoring of interior and exterior of building. Removed from budget
KRMS	Install unitary bond flooring in Gateway room	3000	2011-12	Budgeted	Gateway has special needs students, some of whom have been distracted by the variety of colors in the floor tile, and others who needed some padding on the floor to prevent injury on the hard tile. Area rugs were purchased for this, but if it is to be a permanent concern, this is a permanent solution.
KRMS	Pave access road to soccer fields	18000	2011-12	Budgeted	The road has washed away at least twice in the two years of operation. The pitch of the road requires that something with better bonding than the existing dirt holds the road in place.
NLES	Warming Oven ASAP (currently using one from MS)	2500	2011-12	Budgeted	Kitchen item
SMDS	Inspect storm water structures and piping	4500	2011-12	Budgeted	Drain piping near the kindergarten end of the building has shifted and water is running around the pipe. Surface water also needs to be diverted from the hill to either end of the school before getting down to the existing drains.
SMDS	Replace boy's and girl's bathrooms in 1870 wing	10000	2011-12	Budgeted	Remove the wooden floors and walls and replace with materials that won't absorb odors. Upgrade fixtures from the 1960's(?)

Location	Project	Cost	Year complete	Status	Notes
SMDS	Relocate fire escape from second floor classrooms	5000	2011-12	Budgeted	Relocate the stairs near the building to reduce the catwalk on the roof, reduce the shoveling, and to have the base of the stairs come to a level surface. With the clearing and excavation that was done in 2010, the egress will be easier.
	Subtotal	149,800			
KLC	Replace cafeteria roof	150,000	2011-12	Roof Trust	The Noblin report of 2001 projected replacement in 2006. The EPDM is weakening and showing signs of age.
SMDS	Replace 1870 wing roof	35000	2011-12	Roof Trust	Repairs done to a section of the roof showed brittle shingles and a recommendation was made by the installer to replace the entire roof. The Noblin report recommends a replacement by 2020, but they do admit that shingles may have aged quicker than projected
SUTT	Three bay sink system	Waived		On hold	Not needed at this time.
KRMS	Black merchandising unit – this unit has had multiple issues.	3,000	2011-12		No information at this time.
KRHS	Upgrade LAN and Technology infrastructure	180,000	2011-12	E-rate funds	Result of technology study of High School
NLES	Installation of fire sprinkler system	210,000	2011-12	Warrant article	Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
	Subtotal- Non budget	578,000			
KRHS	Replace existing WWTP system with automated system	250,000	2012-13	Warrant article	Suggested by new WWTP operator. This system should reduce operating costs and the need for an operator on site daily.
BRAD	Double door convection unit	9000	2012-13		Kitchen item

Location	Project	Cost	Year complete	Status	Notes
BRAD	Single door stovetop/flattop unit	2000	2012-13		Kitchen item
DIST	Replace refrigerators and freezers- 6 units in 3 elem schools	14000	2012-13		Kitchen item- Bradford 3-door stand up refrigerator, Simonds- one 2-door and 1 1-door refrigerator, 2 chest freezers. Sutton- 3-door stand up refrigerator
KLC	Evaluate and design improved management of storm water system	20000	2012-13		The lower level of the 1941 building regularly floods after rain storms.
KLC	Fire sprinkler Phase 4	180000	2012-13		This is the final phase of the fire sprinkler installation at the KLC which the district committed to in 2009 before the installation of the system in the SAU office area.
KLC	Replace lobby/classroom wing roof	200,000	2012-13	Roof Trust	The Noblin report of 2001 projected replacement in 2006. The EPDM is weakening and showing signs of age.
KLC	Demolish 8th grade wing (lower level) and construct wood chip boiler for KLC/ NLES	1,200,000	2012-13		Remove lower level of KLC building that has a history of water problems. Install wood chip boiler system capable of heating the KLC and NLES. Complete access road behind NLES and KLC.
KRHS	Split system A/C units in kitchen office and data closets	18,000	2012-13		The kitchen office is always warm. The data rooms are cooled with portable air conditioners that are not piped in correctly.
KRHS	Repair masonry on upper level of gym/ auditorium	5,000	2012-13		There are continual leaks around the auditorium and gym. These appear to come from water getting through the masonry walls.
KRHS	Renovate auditorium and cafeteria and kitchen	6,000,000	2012-13		Renovate well used spaces. Bring up to current standards.\$2- 6 million depending on scope.

Location	Project	Cost	Year complete	Status	Notes
KRMS	Air conditioning for entire building	800,000	2012-13		The building was designed for central A/C in all rooms. When A/C was removed from the project, no accommodation was made to allow natural air flow by enlarging windows. We have done what we can to bring cool air in by running fans during the night and shutting them off in the heat of the day, but this is only marginally effective.
KRMS	Warming unit (from old middle school)	2500	2012-13		Kitchen item
NLES	Upgrade electrical service to classrooms	40000	2012-13		As computers and electronics are added to education processes, the existing electrical circuits are increasingly overburdened. Accomodation needs to be made to upgrade this. This covers 10-12 rooms.
SMDS	Remediate asbestos tiles from 19 rooms	50000	2012-13		There is asbestos floor tiles in rooms. They were covered by carpet to encapsulate the ACM. The carpet now needs to be removed and replaced. This will disturb the ACM.
SMDS	Replace flooring in 19 rooms	55000	2012-13		Once the tiles are removed, a finish floor will need to be installed. This covers the cost of Unitary Bond flooring.
SMDS	Re-key school (34 doors)	14000	2012-13		Doors and door locks are aging and need repair/replacement. This covers keys, lock cylinders and door hardware.
SUTT	Installation of fire sprinkler system	60000	2012-13		Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
SUTT	Fire sprinkler cistern and pump	120000	2012-13		Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
SUTT	Steamtable (experiencing difficulty)	1200	2012-13		Kitchen item
		Subtotal			9,040,700

Location	Project	Cost	Year complete	Status	Notes
BRAD	Fire Sprinkler system	150000	2013-14		Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
BRAD	Fire sprinkler cistern and pump	120000	2013-14		Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
KLC	Replace water piping - in phases	10000	2013-14		The copper pipe in the building is eroding. We have replaced sections of pipe and found up to 50% of the wall thickness gone.
KLC	Replace Outing Club gym roof	150000	2013-14	Roof Trust	The Noblin report of 2001 projected replacement in 2006. The EPDM is weakening and showing signs of age.
KRHS	Rebuild driveway and pump station housing at WWTP	14000	2013-14		The driveway to the intermediate pump station at the bottom of the hill is a dirt path. Access especially during winter and wet periods is difficult especially if work needs to be done. Recommended by W W & C.
KRHS	Replace gym bleachers	225000	2013-14		Replace aging bleachers that would not hold up to retrofitted motorization with units that are motorized.
KRMS	New floor burnisher	7500	2013-14		Custodial equipment
SMDS	Pave bus road, loam and seed for field	20000	2013-14		The field was loamed and seeded this year, but with very poor quality topsoil. This should have better material. The bus road should be paved if it is to continue to be the loading point for the school.
SMDS	Double door combo stovetop/flattop unit	3500	2013-14		Kitchen item
SMDS	Warming Oven	2200	2013-14		Kitchen item
		702,200			Subtotal
DIST	Building IR scan- per building	18000	2014-15		Infrared thermography to determine areas of energy loss, bad insulation, roof leakage etc.
KLC	Re-key SAU (16 doors)	6000	2014-15		Once the KLC use is determined, all doors should be re-keyed and door hardware upgraded as needed.

Location	Project	Cost	Year complete	Status	Notes
KLC	Re-key Adult Learning Center (20 doors)	8000	2014-15		
KLC	Re-key 1941 wing (22 doors)	8500	2014-15		
KRHS	Replace 2nd floor roof	150000	2014-15		TPO roof nears end of useful life and warranty. We have had continual problems with this roof due, I feel, to poor installation practices.
SMDS	Installation of fire sprinkler system	115000	2014-15		Fire departments and the State Fire Marshalls Office are strongly encouraging installation of fire sprinkler systems.
	Subtotal	305,500			
NLES	Re-key school	20000	2015-16		Keys at the school have been distributed and non-employees may have access. This is an attempt to regain control of access to the building. This includes locks and door hardware. If we are to go to a unified keying system throughout the district, a single brand of lock/ door hardware will need to be specified. This converts everything to the Schlage system currently used by the Middle School
SMDS	Upgrade water entrance	25000	2015-16		Old pipes, convoluted entrance
	Subtotal	45,000			
BRAD	Replace 34 windows (a few each year)	65000	2016-17		Bradford and New London Elementaries were constructed at the same time and by the same architect/ contractor. They use the same components. They are experiencing similar rates of failure in their building components. Window frames are rotting.
NLES	Replace 30 windows (a few each year)	65000	2016-17		
	Subtotal	130,000			

Appendix 'B' - SAMPLE FORM

**Town of Warner
Capital Improvements Plan
Project Identification Form**

Department: _____ **Project Name:** _____

Date Submitted: _____ **Funding Timeline** _____

Description of Project/Item:

Rationale for Project:
(Check all that apply)

- _____ Removes imminent threat to public health or safety
- _____ Alleviates substandard conditions or deficiencies
- _____ Responds to federal or state requirements to implement
- _____ Improves quality/efficiency of existing services
- _____ Provides additional capacity to serve growth
- _____ Reduces long term operating costs
- _____ Provides incentive for economic development
- _____ Consistent with Warner's Master Plan
- _____ Eligible for matching funds or grant funds (list below)

Narrative Justification:

1. Approximately how many residents will directly benefit from this project? Explain how number was derived.

2. How does this project impact the level of service currently being provided, e.g., brings up to an adopted minimum standard; maintains, improves, or provides a new level of service?

3. Does this project address safety or health issues? If so, how?

4. What is the proposed life expectancy of this project? Is this the first phase of many phases? Explain.

5. Are there any fiscal benefits of constructing this project in conjunction with another community or outside agency project, or is this a multi-departmental project? If so, please explain:

6. Will the completion of this project improve the efficiency of current Town programs or operations? If so, state which specific operations will be affected and how they will be improved.

7. What are the implications of delaying or deferring this project beyond the year(s) for which funding is requested?

8. Will this project increase the capacity in anticipation of future growth? If so, please explain:

9. Describe the impact of the project on staffing or other operating costs:

10. Total Estimated Project Costs (attach available documentation or indicate if estimate):

Indicate below how the project will be funded (Loan, Grant, CRF, Bond, etc.)

Planning/feasibility analysis	_____
Architecture & engineering fees	_____
Real estate acquisition	_____
Site preparation	_____
Construction	_____
Furnishings & Equipment	_____
Vehicle & Capital Equipment	_____
Total Project Cost	_____
