October 3, 2016

TOWN OF WARNER, NEW HAMPSHIRE

CAPITAL IMPROVEMENTS PROGRAM

FY 2017 to FY 2022

Adopted October 3, 2016

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 Meeting on October 3, 2016, hereby adopts and certifies this Capital Improvements Program for the FY 2017-2022, dated October 3, 2016.

Signed by:

Signed by:

Ben Frost _____

Barbara Annis _____

John Dabuliewicz _____

Peter Anderson _____

Aedan Sherman _____

Don Hall _____

Ken Millender _____

Ben Inman _____

James Gaffney _____

Darryl Parker _____

This document was received and recorded by the Town Clerk on October 11, 2016

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.

Jim Bingham, Town Administrator

Tim Allen, Director of Public Works

Ed Raymond, Chief, Fire Department

William Chandler, Chief, Police Department

Varick Proper, Transfer Station

Nancy Ladd, Pillsbury Free Library

CIP Subcommittee:

Peter Anderson, Chairman, Planning Board
Don Hall, Planning Board
Ben Frost, Planning Board
Jim Bingham, Town Administrator
James Gaffney, Planning Board
Jonathan Lord, Budget Committee
Mike Holt, Warner Resident

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 population and housing growth.

The CIP serves as a source of information:

- 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 $15,000 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.

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, the Town Administrator, and the Selectboard. An additional participant(s) 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 below.

PROJECT PRIORITY

The Committee has established a system to assess the relative priority of projects requested by the various departments, boards and committees. Each proposed project is assessed a priority rank by the Department Head based on the descriptions below:

- **Priority 1 – Urgent:** Cannot be delayed: Needed immediately for health and safety.
- **Priority 2 – Necessary:** Needed within 3 years to maintain basic level & quality of community services.
- **Priority 3 – Desirable:** Needed within 4-6 years to improve quality or level of services.
- **Priority 4 – Deferrable:** Can be placed on hold until after 6 year scope of current CIP, but supports community development goals.
- **Priority 5 – Premature:** Needs more research, planning & coordination.
- **Priority 6 – Inconsistent:** Contrary to land-use planning or community development goals.

PLANNING BOARD REVIEW OF SUBCOMMITTEE WORK:

1. The Planning Board may adjust scheduling and/or estimated cost of items prior to a Public Hearing.
2. The Planning Board shall conduct a properly noticed Public Hearing for adoption of the CIP Report.
3. The 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 Revenue is for projects that are to be funded by property taxes within a single year.

TAX RATE HISTORY: (tax rate per thousand dollars of assessed value)

	2007	2008	2009	2010	2011	2012	2013	2014	2015
LOCAL	$7.49	$8.75	$8.85	$8.99	$8.60	$8.59	$9.19	$9.29	$9.24
SCHOOL	$8.61	$10.19	$9.98	$10.83	$11.21	$11.44	$11.77	$12.72	$12.46
STATE	$2.19	$2.34	$2.12	$2.41	$2.42	$2.38	$2.42	$2.27	$2.16
COUNTY	$2.39	$2.44	$2.65	$2.74	$2.74	$2.83	$2.64	$2.58	$2.76
TOTAL	$20.68	$23.72	$23.60	$24.97	$24.97	$25.24	$26.02	$26.86	$26.62
PRECINCT	$2.46	$2.01	$2.50	$1.97	$1.88	$1.66	$1.89	$1.81	$1.74

Annual Capital Reserve Funding History	Funded 2009	Funded 2010	Funded 2011	Funded 2012	Funded 2013	Funded 2014	Funded 2015	Funded 2016	Projected Available Dec. 31, 2016
Highway Road Construct	$200,000	$200,000	$225,000	$250,000	$250,000	$175,000	$288,000	$10,000	$117,576
Highway Equipment	$110,000	$50,000	$50,000	$50,000	$30,000	$100,000	$53,000	$110,000	$149,546
DPW Garage Improvements							$5,000	$0	
Transfer Station Acq. & Imp	$65,000	$0	$10,000	$10,000	$0	$0	$0	$0	
Transfer Station Equipment	$0	$0	$13,000	$13,000	$0	$5,000	$0	$30,000	
Fire/Rescue Equipment (vehicles)	$0	$0	$30,000	$50,000	$50,000	$70,000	$25,000	$90,000	$213,000
Fire Dept. Equipment								$25,000	
Bridge Replacement & Maint.	$50,000	$50,000	$50,000	$25,000	$25,000	$25,000	$0	$25,000	$144,700
Conservation Fund	$30,000	$20,000	$0	$0	$0	$0	$0	$5,000	
Police Department Vehicles	$20,000	$15,000	$16,000	$10,000	$15,000	$10,000	$10,000	$15,000	$20,500
Property Revaluation	$20,000	$30,000	$15,000	$10,000	$5,000	$20,000	$10,000	$25,000	$41,842
Exit 9 Improvements	$5,000	$5,000	$0	$20,000	$129,000	$45,000	$0	$0	
Fire Dept. New Fire Station	$0	$0	$0	$0	$0	$50,000	$0	$0	
Town Hall Building Improve.	$0	$0	$20,000	$10,000	$0	$5,000	$10,000	$40,000	$28,000
Odd Fellows Building						$5,000	$5,000	$25,000	
New Fire Station Site & Design							$165,000	$100,000	
Record Preservation								$10,000	
Library Bldg. Renovation							$42,000	$5,000	
Dry Hydrants	$0	$25,000	$0	$0	$0	$0	$0	$0	
TOTAL	**$510,000**	**$500,000**	**$395,000**	**$429,000**	**$448,000**	**$504,000**	**$510,000**	**$515,000**	**$715,164**

Annual Expendable Trust Funding History	Funded 2009	Funded 2010	Funded 2011	Funded 2012	Funded 2013	Funded 2014	Funded 2015	Funded 2016	Funds Available
Upgrade & purchase radios & pagers	$0	$0	$15,000	$0	$0	$0	$0	$0	$2,925
Cemeteries (includes new Waterloo)	$0	$0	$0	$0	$0	$0	$0	$0	$800
Forest Fire	$0	$0	$0	$0	$0	$0	$0	$0	$47,038
Employee Health Insurance	$0	$0	$0	$0	$15,000	$0	$0	$0	$15,000
TOTAL	**$0**	**$0**	**$15,000**	**$0**	**$15,000**	**$0**	**$0**	**$0**	**$65,763**

Town Indebtedness:

Projected total town indebtedness as of 12/31/2016: $ 265,327

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. This runs through 2025. The balance of principal and interest remaining is approximately $265,327.

CIP SUBCOMMITTEE REPORT:

The process of reviewing the request 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 and the Budget in their efforts. Some of our discussions have included the following:

1. The Department Worksheet and Submission Form were revised this year and is the only form that was used to gather information on projects. The form includes a project priority system, a clear layout of information requested, cost estimate, funding source, an appropriation/expenditure spreadsheet, and explanations for each year and allows for electronic input and transmission.
2. This year, a new process was implemented wherein 1-2 members of the subcommittee met with Department Heads at their Department to review their projects and forms.
3. Items included in this year's CIP Report include tabulating prior years funding and the projects requested for 2017-2022.
4. The Project Priority system was implemented per the section on page 4.
5. The CIP Subcommittee recommended that all departments continue to seek grants as available for CIP projects. This is an excellent way of offsetting taxes to complete projects.
6. The Selectman's Road Committee for prioritizing the top road projects has had no new action the last few years to update the long range plan which addresses maintenance and repair to our roads and bridges.
7. The 2012 CIP Subcommittee recommended a change in the threshold minimum amount for a CIP project. In 2013, the Planning Board reviewed this and voted to increase this project minimum from $10,000 to $15,000.

PLANNING BOARD REVIEW OF CIP:

The Planning Board reviewed and discussed in detail this Capital Improvements Plan (CIP) for Fiscal Year 2017 to Fiscal Year 2022 as presented by the CIP Subcommittee. The Planning Board approved the 2017-2022 CIP in consideration of the information received at the Public Hearing. The Board concurred with the subcommittees recommended ranking of the projects. Thanks go to the CIP Subcommittee for their work in the CIP process.

PROJECTS OVERVIEW:

The remained of this CIP Report consists of

- CIP Spreadsheet which summarizes requests from Departments for 2017 through 2022.
- Appendix A
  Project information sheets from Department Heads. Please note Page 4 of 4 which is a description of the Priority System has not been included. It was included in the Submission Form for information purposes only. The description of that system can be found on Page 4 of this section.
- Appendix B
  Sample Department Worksheet and Submission Form

2017-2022 CIP SUMMARY SPREADSHEET OF DEPARTMENT PROJECT REQUESTS

	Priority Ranking	CIP Request for 2016	Funded in 2016	Projected Funds Available Dec 31, 2016	2017 Warrant Article Amount	2017 Capital Reserve Amount	Request 2018	Source of 2018 Funds	Request 2019	Source of 2019 Funds	Request 2020	Source of 2020 Funds	Request 2021	Source of 2021 Funds	Request 2022	Source of 2022 Funds	2017-2022 Total Request
BOARD OF SELECTMEN																	
Town Hall Bldg Improvements Capital Reserve																	
Fire Suppression System	1			$ 28,000	$ 15,000	$ 15,000	$ 25,000	Capital Reserve Fund	$ 40,000	Warrant Article							$ 108,000
Odd Fellows Bldg Hazard Mitigation	1				$ 37,000												$ 37,000
Solar Array at Highway Garage -	3				$ 357,000	See Note 1											$ 357,000
New Fire Station Architecture/Eng Fees Site Prep	1				$ 190,000												$ 190,000
Revaluation Capital Reserve Fund	1			$ 41,842	$ 30,000	$ 30,000	$ 30,000	Warrant Article	$ 30,000	Warrant Article	$ 30,000	Warrant Article					$ 110,000
BOARD OF SELECTMEN TOTAL		$ -	$ -	$ 69,842	$ 629,000	$ 45,000	$ 55,000		$ 70,000		$ 30,000		$ -		$ -		$ 802,000
TOWN CLERK																	
Town Record Preservation																	
Storage Construction	2				$ 10,000	$ 10,000	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 60,000
Record Material Preservation	2				$ 10,000		$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 10,000	Warrant Article	$ 60,000
TOWN CLERK TOTAL		$ -	$ -	$ -	$ 20,000	$ 10,000	$ 20,000		$ 20,000		$ 20,000		$ 20,000		$ 20,000		$ 120,000
POLICE DEPARTMENT																	
Police Cruiser Fleet Management	1			$ 20,500	$ 25,000	$ 25,000	$ 25,000	Warrant Article	$ 25,000	Warrant Article	$ 25,000	Warrant Article	$ 20,000	Warrant Article	$ 20,000	Warrant Article	$ 140,000
POLICE DEPARTMENT TOTAL		$ -	$ -	$ 20,500	$ 25,000	$ 25,000	$ 25,000	$ -	$ 25,000	$ -	$ 25,000	$ -	$ 20,000	$ -	$ 20,000		$ 140,000
HIGHWAY DEPARTMENT																	
Equipment Replacement	1			$ 149,546	$ 185,000	$ 185,000	$ 185,000	Capital Reserve Fund	$ 185,000	Capital Reserve Fund	$ 185,000	Capital Reserve Fund	$ 140,000	Capital Reserve Fund	$ 150,000	Capital Reserve Fund	$ 1,179,546
Road Construction & Repair	1			$ 117,576	$ 200,000	$ 200,000	$ 230,000	Capital Reserve Fund	$ 240,000	Capital Reserve Fund	$ 270,000	Capital Reserve Fund	$ 245,000	Capital Reserve Fund	$ 250,000	Capital Reserve Fund	$ 1,552,576
Bridge Repair & Maintenance Plan	1			$ 144,700	$ 40,000	$ 40,000	$ 65,000	Capital Reserve Fund	$ 70,000	Capital Reserve Fund	$ 80,000	Capital Reserve Fund	$ 100,000	Capital Reserve Fund	$ 30,000	Capital Reserve Fund	$ 529,700
HIGHWAY DEPARTMENT TOTAL		$ -	$ -	$ 411,822	$ 425,000	$ 425,000	$ 480,000		$ 495,000		$ 535,000		$ 485,000		$ 430,000		$ 3,261,822
TRANSFER STATION																	
Equipment Replacement																	
Trash Compactor	2				$ 10,000	$ 10,000	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund			$ 50,000
Horizontal Baler	2								$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund			$ 30,000

2017-2022 CIP SUMMARY SPREADSHEET OF DEPARTMENT PROJECT REQUESTS

	Priority Rankin	CIP Request for 2016	Funded in 2016	Projected Funds Available Dec 31, 2016	2017 Warrant Article Amount	2017 Capital Reserve Amount	Request 2018	Source of 2018 Funds	Request 2019	Source of 2019 Funds	Request 2020	Source of 2020 Funds	Request 2021	Source of 2021 Funds	Request 2022	Source of 2022 Funds	2017-2022 Total Request
Repaving of facility driveway and parking lot	3				$ 15,000	$ 15,000	$ 15,000	Capital Reserve Fund	$ 15,000	Capital Reserve Fund	$ 15,000	Capital Reserve Fund					$ 60,000
Second Structure for Storage/Recycle Processing	4						$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 10,000	Capital Reserve Fund	$ 50,000
TRANSFER STATION DEPARTMENT TOTAL		$ -	$ -	$ -	$ 25,000	$ 25,000	$ 35,000	$ -	$ 45,000	$ -	$ 45,000	$ -	$ 30,000	$ -	$ 10,000	$ -	$ 190,000
PILLSBURY FREE LIBRARY																	
Interior Renovation	2				$23,868	$23,868	See Note 2										$ 47,736
Carpets	2				$ 5,000	$ 5,000	$ 6,000	Warrant Article	$ 6,000	Warrant Article	$ 6,000	Warrant Article	$ 6,000	Warrant Article			$ 34,000
PILLSBURY LIBRARY TOTAL		$ -	$ -	$ -	28,868	28,868	$ 6,000	$ -	$ 6,000	$ -	$ 6,000	$ -	$ 6,000	$ -	$ -	$ -	$ 81,736
FIRE DEPARTMENT																	
Vehicle Replacement/Upgrades	2			$ 213,000	$ 100,000	$ 100,000	$ 90,000	Warrant Article									$ 403,000
Fire Fighter Equipment	1				$ 25,000	$ 25,000	$ 25,000	Warrant Article									$ 50,000
FIRE DEPARTMENT TOTAL		$ -	$ -	$ 213,000	$ 125,000	$ 125,000	$ 115,000		$ -		$ -		$ -		$ -		$ 453,000
PLANNING BOARD																	
Tax Map conversion to Digital and Online	2				$ 15,000												$ 15,000
PLANNING BOARD TOTAL		$ -	$ -	$ -	$ 15,000		$ -		$ -		$ -		$ -		$ -		$ 15,000
CONSERVATION COMMISSION																	
No Information provided																	
CONSERVATION COMMISSION TOTAL		$ -	$ -	$ -	$ -		$ -		$ -		$ -		$ -		$ -		$ -
EMERGENCY MANAGEMENT																	
No Information provided																	
EMERGENCY MANAGEMENT TOTAL		$ -	$ -	$ -	$ -		$ -		$ -		$ -		$ -		$ -		$ -
PARKS AND RECREATON																	
No Information provided																	
PARKS AND RECREATION TOTAL		$ -	$ -	$ -	$ -		$ -		$ -		$ -		$ -		$ -		$ -
CEMETARIES																	
No Information provided																	
CEMETARIES TOTAL		$ -	$ -	$ -	$ -		$ -		$ -		$ -		$ -		$ -		$ -
VILLAGE WATER DISTRICT																	
No Information provided																	
VILLAGE WATER DISTRICT TOTAL		$ -	$ -	$ -	$ -		$ -		$ -		$ -		$ -		$ -		$ -
TOTAL WARRANT ARTICLES		$ -	$ -	$ -	$ 1,292,868		$ 196,000	-	$ 121,000	-	$ 81,000	-	$ 46,000	-	$ 40,000	-	$ 1,776,868
TOTAL CAPITAL RESERVE FUND		$ -	$ -	-	-	$ 683,868	$ 540,000	-	$ 540,000	-	$ 580,000	-	$ 515,000	-	$ 440,000	-	$ 3,298,868
KEARSARGE REGIONAL SCHOOL DISTRICK																	
No Information provided																	
MERRIMACK COUNTY																	
No Information provided																	

Note 1: Total Cost is $472,000; $13,000 DPW Operating Budget site prep, $344,000 bond or bank loan and $115,000 PUC Grant.

Note 2: Actual Cost is $33,702-$35,707 which includes $6,834-$8,839 in Donations and Grants

Note 3: All Departments were emailed forms and a request to submit them and those with no information provided failed to respond

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: BOS / Town Hall Improvements	**Department Priority:** **_4_ of _5_ projects**
Type of Project: (Check one)	**Primary Effect of Project is to:** ☐ Replace or repair existing facilities or equipment x Improve quality of existing facilities or equipment ☐ Expand capacity of existing service level/facility ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

The Board of Selectmen has determined that a fire suppression system (sprinkler system) needs to be installed in the Town Hall to minimize potential harm to persons and damage to equipment, records and structure.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	x Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$10,000_____ Site preparation	☐ Decreased O&M Costs
	$ 98,000_____ Construction	Dollar costs of impact if known:
	$_____ Furnishings & equipment	+ $200 Annually
	$_____ Vehicles & Capital Equipment	(-) _____ Annually
	$_____	x Improve quality of existing facilities or equipment
	$_____	
	$_____	
	$ 108,000_____ **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ _____	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ _____	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Fire suppression system			$108,000				108,000
Source of Funds							
Capital Reserve Funds	15,000	25,000					40,000
Warrant Article			$40,000				40,000
Cap. Reserve Balance	28,000						28,000

Explanation for Each Year

2017	Contribution to capital reserve fund for town hall improvements
2018	Contribution to capital reserve fund for town hall improvements
2019	Warrant article for balance of installation costs
2020	
2021	
2022	

Form prepared by:

Signature: _____

Title: Town Administrator_____

Dept/Agency: Board of Selectmen_____

Date Prepared July 14, 2016_____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:**
BOS / Odd Fellows Building Hazard Mitigation	**3 of 5 projects**

Type of Project: (Check one)	**Primary Effect of Project is to:**
	☐ Replace or repair existing facilities or equipment
	X Improve quality of existing facilities or equipment
	☐ Expand capacity of existing service level/facility
	☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

The Odds Fellows Building is a Brownfields Site with lead, PCB, and asbestos contamination. The methods and strategies for removing these materials are, in part, contingent on future plans for the building. The Town is ineligible for Federal grants to address this condition and must bear the cost burden on its own. To insure that the mitigation tasks are compliant with State and Federal laws and regulations, the town may need to hire a Environmental Consultants to develop plans to remove/abate these hazard materials in a cost effective manner. Once the plans are developed, significant funding may be needed to implement the removing of the hazardous material. The Town should estimate this project cost to be up to $100,000 depending on the procedures required for waste removal.

If the building is rehabilitated, the consultant will work with the developer to accommodate the developer's reconstruction plans with the requirements for removing or abating the identified hazardous waste where practicable. In this scenario, the town will conduct site preparation work to construct 6-10 parking spaces. This work will involve close coordination of efforts between the town and developer to manage the hazardous waste in the building. The town presently has a renewable 1 year option with a developer to allow time to evaluate the feasibility to convert the building to a viable income producing commercial property, likely residential apartments.

To Date: The extent of the hazardous material in the soil has been evaluated and an environmental engineer has been hired ($6,182) to assist in contracting with a qualified contractor, oversee the removal process of the lead contaminated soil in the cellar of the building and transported to a hazardous waste receiving facility. This task should be completed by Oct. 1.

The construction material throughout the building has also been evaluated and determined to be above EPA tolerance levels for "clean fill" designation. This means that the construction material in the entire building has to be treated as hazardous material for demolition purposes. A building demolition firm has provided an estimate of $ 85,000 to demolish the building and remove the material. The town will likely have a second evaluation conducted on the building material to verify the concentration of lead contamination found in the building/construction material.

The next project is to seek proposals to remove the asbestos identified in specific areas of the building. Funding for this project is being requested at Town Meeting for completion in 2017.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$ 2,000 Further assessment tests	(-) _____ Annually
	$35,000 Asbestos mitigation	☐ Improve quality of existing facilities or equipment
	$_____	
	$ 35,000 **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____ (show type)
Loan From: _____	$ _____ (show type)
Donation/Bequest/private	$ _____
User Fees & Charges	$ _____
Capital Reserve Withdrawal	$ _____
Town Operating Budget	$ _____
Warrant Article -CRF	$ 37,000
_____	$ _____
_____	$ _____
Total Project Cost	$ 37,000

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Removal of Asbestos from Bldg.	37,000						37,000
Source of Funds							
Warrant Article	37,000						37,000

Explanation for Each Year

2017	testing and permitting-$2,000, Asbestos removal -$35,000
2018	Possible demolition
2019	
2020	
2021	
2022	

Form prepared by:

Signature: _____

Title: _____

Dept/Agency: _____

Date Prepared _____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:**
Town Solar Panel Array – site is located at the DPW Garage	**_5_ of _5_ projects**

Type of Project: (Check one)	**Primary Effect of Project is to:**
	☐ Replace or repair existing facilities or equipment
	☐ Improve quality of existing facilities or equipment
	☐ Expand capacity of existing service level/facility
	X Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

The plan is to construct a 100+Kw. Solar Panel Array on a section of town property between the highway garage and the transfer station entrance. The Solar Array would generate electricity that would be purchased by Eversource. The town will participate in the remote net metering program in which the electricity from the solar array would provide a credit on the DPW meter connected to the solar array and the revenue generated from the purchase of electric power will be used to offset the cost of electric power being consumed at the other town facilities, such as the Town Hall and the Old Graded School.

Town financed construction of this project will make the solar panel array a town owned asset and yield the greatest savings based on present models as the town will generate most of its own electric power for the next 35 to 50 years.

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$ 13,000 Site preparation	X Decreased O&M Costs
	$ 345,870 Construction	
	$ incl. Furnishings & equipment	Dollar costs of impact if known:
	$ incl. Vehicles & Capital Equipment	+ _____ Annually
	$ 2,500 Eversource prep work	(-) $25,000 Annually
	$ 4,000 Clerk of the Works (oversight)	
	$ 2,500 Legal/administrative	
	$ 367,870 **Total Project Cost**	

Source of Funding:

Grant From:	USDA, Rural Development	$ 25,400 (show type)
Loan From:	USDA, Rural Development	$ 254,470 (show type)
Donation/Bequest/private		$ _____
User Fees & Charges		$ _____
Capital Reserve Withdrawal		$ -0-
Town Operating Budget –DPW labor, fuel		$ 13,000
Warrant Article -		$ _____
NH PUC Rebate		$ 75,000
_____		$ _____
	Total Project Cost	$ **367,870**

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Construction / Installation	367,870						
Source of Funds							
NH PUC	75,000						
USDA-Rural Dev.	279,870						
Operating Budget	13,000						

Explanation for Each Year

2017	Complete construction, installation and hook-up of solar panel array
2018	
2019	
2020	
2021	
2022	

Form prepared by:

Signature: _____

Title: _____

Dept/Agency: _____

Date Prepared _____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: BOS / New FIRE STATION	**Department Priority:** **__2__of __5__projects**
Type of Project: (Check one)	**Primary Effect of Project is to:** X Replace or repair existing facilities or equipment ☐ Improve quality of existing facilities or equipment ☐ Expand capacity of existing service level/facility ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

Design and build a new fire station. A building site has been purchased and is being surveyed and evaluated. The Fire Station Building Review Committee has been investigating space and function needs for the new building and will be evaluating approaches to designing and building the structure in the next few months.

The plan is to present a design/construction plan with estimated costs to be presented by the Board of Selectmen for vote at town meeting in 2017.

The cost figures cited in this submission for site work, design and construction are speculative at this time. These "ball park" figures are based, in part, on adjustments of estimates obtained for the previous design of the fire station developed for the earlier site on East Main Street. This design was for a 14,000 sq. ft. 2 story building that required an elevator and more site preparation than is anticipated for the current building site. The current discussions and planning for a fire station on the new site calls for a single story structure of approximately 10,500 on a site that requires no handicap elevator and much less site preparation with respect to building, water, sewer and other utility access than the first design required.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$180,000 Architecture & Engineering Fees	X Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$10,000 Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ ? Annually
	$_____	(-) _____ Annually
	$_____	X Improve quality of existing facilities or equipment
	$_____	
	$190,000 **Total Project Cost**	

Source of Funding:

Grant From:	$ _____	(show type)
Loan From:	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article - CRF	$ 190,000	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ 190,000	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Fire Station building	190,000						190,000
Source of Funds							
CRF withdrawal							
Warrant Article -CRF							190,000

Explanation for Each Year

2017	Funds to develop complete design, engineering and construction cost estimates for fire station
2018	Seek a bond article to fund construction
2019	
2020	
2021	
2022	

Form prepared by:

Signature: _____

Title: _____

Dept/Agency: _____

Date Prepared _____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:

Assessing Department
Put money in Capital Reserve for Revaluation

Department Priority:

1 of 1 projects

Type of Project:
(Check one)

Required by law

Primary Effect of Project is to:

- ☐ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

Required by law

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	
	$_____	
	$ 150,000? **Total Project Cost**	

Source of Funding:

Grant From:	$ _____	(show type)
Loan From:	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ _____	
Taxes	$ 150,000?	
_____	$ _____	
Total Project Cost	$ 150,000?	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure	30,000	30,000	30,000	30,000			
Source of Funds							

Explanation for Each Year

2017	$30,000 for capital reserve for revaluation in 202x
2018	" " "
2019	" " "
2020	" " "
2021	
2022	

Form prepared by:

Signature: Martha H Micol

Title: Assessing Clerk

Dept/Agency: Assessing

Date Prepared 7/7/16

FY 2017-2022 CIP

CIC committee Copy

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: Town Clerk Record Preservation	**Department Priority:** 1 of 1 projects
Type of Project: (Check one)	**Primary Effect of Project is to:** ☑ ~~Replace or repair~~ Preserve existing ~~facilities or equipment~~ Town Record ☑ Improve quality of existing ~~facilities or equipment~~ Town Records ☑ Expand capacity of existing service level/facility ☑ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 (2) 3 4 5 6

Catching up to become current with Town Records to preserve and to fund & develop an appropriate, safe area to store Town Records.

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (in current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$ 10,000 Site preparation	☐ Decreased O&M Costs
	$ 10,000 Construction	Dollar costs of impact if known:
	$_____ Furnishings & equipment	+ _____ Annually
	$_____ Vehicles & Capital Equipment	(-) _____ Annually
	$ 10,000 - Record Material Preservation	
	$_____	
	$_____	
	$ 20,000 **Total Project Cost**	

Source of Funding:

Grant From: (if available)	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ 20,000	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ 20,000	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure	$10,000	→					60,000
Source of Funds	warrant article $20,000	→					120,000

Explanation for Each Year

2017	Preserve Town Records and Save Balance for Storage Room
2018	↓
2019	
2020	
2021	
2022	✓

Form prepared by:

Signature: Judith A. Newman-Rogers

Title: Town Clerk

Dept/Agency: Town Clerk

Date Prepared _____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:**
Police Cruiser Fleet Management (Ongoing) projects	**3 of 3**

Type of Project: (Check one)	**Primary Effect of Project is to:**
	XX☐ Replace or repair existing facilities or equipment
	☐ Improve quality of existing facilities or equipment
	☐ Expand capacity of existing service level/facility
	☐ Provide new facility of service capacity

Project Description/Priority (Circle One): (1) 2 3 4 5 6

Police Cruisers are a lifeline to an officer, therefore, it is imperative that the town continue to follow the ongoing Cruiser Fleet Management Program. This ensures that police officers possess safe, reliable and necessary equipment while performing their duties and serving the public. The established schedule of replacement prevents costly repairs that are associated with high mileage and many hours of engine idle time.

This also assists with properly planning for expenditures associated when replacing police cruisers, which is a known future necessity for the department.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	
	$_____	
	$_____ **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____ (show type)
Loan From: _____	$ _____ (show type)
Donation/Bequest/private	$ _____
User Fees & Charges	$ _____
Capital Reserve Withdrawal	$ _____
Town Operating Budget	$ _____
Warrant Article	$ __25,000_____
_____	$ _____
_____	$ _____
(2017) Total Project Cost	$ _25,000_____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

	2017	2018	2019	2020	2021	2022	Total
Expenditure	$40,000		$35,000		$37,000		$112,000
Source of Funds (Warrant Article)	$25,000	$25,000	$25,000	$25,000	$20,000	$20,000	$140,000
(2016) CRF Balance: $20,500	$5,500	$30,500	$20,500	$45,500	$28,500	$48,500	

Explanation for Each Year

2017	Replacement of 2007 SUV
2018	
2019	Replacement of 2013 Sedan
2020	
2021	Replacement of 2016 Sedan
2022	

Form prepared by:

Signature: [signature]

Title: Chief of Police

Dept/Agency: Warner Police

Date Prepared 07-11-2016

Priority System

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: Highway Dept.
Highway Equipment Replacement.

Department Priority: ____of ____projects

Type of Project:
(Check one)

Primary Effect of Project is to:
- [x] Replace or repair existing facilities or equipment
- [ ] Improve quality of existing facilities or equipment
- [ ] Expand capacity of existing service level/facility
- [ ] Provide new facility of service capacity

Project Description/Priority (Circle One): (1) 2 3 4 5 6

Priority-LEVEL

(1) - 2017 - Purchase Loader Backhoe - need to Replace current Cat Excavator - Loader Backhoe would make better fit as all around utility machine - help out in winter maintenance

(1) - 2018 - a) Replace 2006 Ford F550 with new F550 set up with plow and wing same as current 550. Close to 100,000 mile on 06 dump body need work and will be 10 years old - Plow and wing set up to take some work load off Larger Trucks.

(2) - b) Replace 2010 F350 pickup - Truck has had multiple Transmission Repairs - Has had two turbo patches has 89,020 miles -

(2) 2019 - a) Replace 2006 Mack Granite - This is not the oldest truck but to me is the Truck that is the closest to having Breakdowns - have Replace oil pan 3 time to the tune of $2200.00 Transmission not set up Like it should be.

(2) b) Replace 2007 Komatsu Loader - 10 years old - almost 8000hrs - Transmission a little weak would finish off Equipment Issues - I believe an important issue but could be delayed 1 year if absolutely necessary.

OVER →

2020 - Replace 04 mack Granite - If work sched
(2) Plays out and the Road crew handles some of the Road Repair projects as I would Like to see happen then I believe that at this time would be good to add 1 more 10 wheeler. - This truck (04) has had Rebuit motor - Rebuit Transmission - 2012 Resprung - new body in 2010 so this is Reason to hang onto a Little Longer than 06. -

2021 - If 9M mack (oldest truck) Ready to Retiree would Like to Replace with F550 with plow + wing set up - small trucks - get around center of town better and small truck would handle Exit 7 area of Town. The 9M mack is mostly now a Winter maintenance Truck - spreader body is mounted to frame so if we take care of might Last for ever -

SEE Attached sched Sheet

Tim Allen DPW.

CAPITAL IMPROVEMENTS PROGRAM - HWY EQUIPMENT REPAIR / REPLACEMENT PLAN

Updated 08/16/16

Equipment Price and Purchase Year	Actual Dec. 2016	2017	2018	2019	2020	2021	2022	Total 2017-2022
1997 Dump - replace w/ F550 -2020						$ 90,000		$ 90,000
98 Dump Truck - replace w/F-550							$ 95,000	$ 95,000
04 Mack D. -replace w/10W D. -2020					$ 196,000			$ 196,000
06 Mack Dump - replace 2018				185,000				$ 185,000
2013 10W Dump Truck -replace 2023								$ -
2006 Ford F550 - replace in 2018			$ 90,000					$ 90,000
2008 Ford F550 -replaced 2015	$ 44,850							$ -
2010 Ford F350 or similar -2017			48,000					$ 48,000
Front Loader - replace 2018				$ 185,000				$ 185,000
Loader/Backhoe - replace excavator		$ 150,000						$ 150,000
6 Wheel Grader -lease to purchase*	$ 42,750							$ -
Sidewalk tractor - replace in 2024								$ -
Street Sweeper -replace 2026								$ -
MorBark M15R Chipper								$ -
Snow plows / body sanders -2018			33,000					$ 33,000
								$ -
TOTALS	$ 87,600	$ 150,000	$ 171,000	$ 370,000	$ 196,000	$ 90,000	$ 95,000	

~~* 7 to 10 year lease for each piece of equipment with full waranty for at least 7 years.~~

*1st payment from CRF in 2016 /succeeding annual payments budgeted in the operating budget

HWY EQUIPMENT CAPITAL RESERVE FUND (CRF) BALANCE SHEET

Equipment	Actual Dec. 2016	2017	2018	2019	2020	2021	2022	Total 2017-2022
1997 Dump - replace w/ F550 in 2020					60,000	35,000		95,000
1998 Dump - replace w/F-550 in 2022						50,000	40,000	90,000
04 M. Dump -replace w/10W Dump			20,000	65,000	125,000			210,000
06 Mack Dump - replace in 2019			40,000	50,000				90,000
2013 10W Dump Truck -replace 2023						45,000	65,000	110,000
2006 Ford F550 - replace in 2018		25,000	65,000					90,000
2008 Ford F550 -2015	44,850						20,000	64,850
2010 Ford F350 or similar -2018		20,000	20,000					40,000
Front End Loader - replace in 2018		40,000	40,000	70,000				150,000
Loader/Backhoe -replace excavator		100,000						100,000
6 Wheel Grader -Lease/ purchase*	42,750							42,750
Sidewalk tractor - in 2024							5,000	5,000
Street Sweeper -2026								-
MorBarkM15R Chipper								-
Snow plows / body sanders						10,000	20,000	30,000
CRF Beginning Balance	**127,146**	149,546	184,546	198,546	13,546	2,546	52,546	1,117,600
Capital Reserve Appropriation	**110,000**	**185,000**	**185,000**	**185,000**	**185,000**	**140,000**	**150,000**	
Funds Withdrawn	**(87,600)**	(150,000)	(171,000)	(370,000)	(196,000)	(90,000)	(95,000)	
Year End Balance	**149,546**	**184,546**	**198,546**	**13,546**	**2,546**	**52,546**	**107,546**	

~~* The purchase price loader/backhoe = $170,000. The lease to purchase option allows the town to spread this cost over 7 to 10 years.~~

~~The warrantee will allow the outside repair and parts lines in the operating budget to be contained and possibly reduced.~~

2016 - 44,850 payment for dump body and plow equipment New 550 Last year - Donovan Equipment

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: Highway Dept. Road Construction and Repair Plan

Department Priority: 1 of ___ projects

Type of Project:
(Check one)
Road Reconstruction

Primary Effect of Project is to:
- [x] Replace or repair existing facilities or equipment
- [ ] Improve quality of existing facilities or equipment
- [ ] Expand capacity of existing service level/facility
- [ ] Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

Priority Level

(2) 2018 - Pumpkin Hill Rd. - Duck Pond to Salisbury town Line - This is one of our main Line Roads and should be adressed. +/- 3600' - Total Reconstruction and drainage issue address @ Town Line. $ 500,000.00

(2) 2020 - Pumpkin Hill Rd - Mason Hill to Pumpkin Blossom Farm or new Road done 2013. This Road needs some engineering done and right of way verification - (+/- 50,000 Engineering) - $ 500,000 Reconstruction
Drainage issues Bridgewaters.

(2) 2022 - Finish N. Village from 2012 project to end of Hot top at Intersection of Flanders and Mink Hill Lane. $ 500,000.00

*SEE Attached Sched.

Tim Allen DPW

CAPITAL IMPROVEMENTS PROGRAM - ROAD CONSTRUCTION & REPAIR PLAN

Updated 08/16/2016

Project Year and Cost:	2016	2017	2018	2019	2020	2021	2022	Total 2017-2022
Pumpkin Hill Road (Mason Hill Rd. to Pumpkin Blossom Farm)^^					550,000			550,000
Pumpkin Hill Road (to Salisbury town line)^^ Duck Pond			500,000					500,000
North Village Rd. fr. 2012 work to intersection of Flanders/Mink Hill)^^							500,000	500,000
								-
Burnt Hill Road**								
Clement Hill Rd. - all**								-
Red Chimney Rd.**								-
TOTALS:	-	-	500,000	-	550,000	0	500,000	1,550,000

^^ Major road projects -contractor bids sought-funded w/ Cap.Res. Funds

** In-house DPW projects completed with annual operating budget funds

ROAD CONSTRUCTION CAPITAL RESERVE FUND (CRF) BALANCE SHEET

Funding Schedule:	CRF Bal. 2016	2017	2018	2019	2020	2021	2022	Total 2017-2022
Pumpkin Hill Road (Mason Hill Rd. to Pumpkin Blossom Farm)			60,000	200,000	250,000			510,000
Pumpkin Hill Rd. fr. Farm to Salisbury town line) Duck Pond	117,576	200,000	170,000					487,576
North Village Road				40,000	20,000	245,000	250,000	555,000
								-
CRF. Bal.-01/2016	107,576	117,576	317,576	47,576	287,576	7,576	252,576	
CRF Appropriation	**10,000**	**200,000**	**230,000**	**240,000**	**270,000**	**245,000**	**250,000**	**1,552,576**
Funds Expended	-		(500,000)		(550,000)	0	(500,000)	
Year End Balance	**117,576**	**317,576**	**47,576**	**287,576**	**7,576**	**252,576**	**2,576**	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: Highway Dept. Bridge Repair and Maintenace

Department Priority: ___ of 1 projects

Type of Project:
(Check one)
Repair and Maintenance

Primary Effect of Project is to:
- [x] Replace or repair existing facilities or equipment
- [ ] Improve quality of existing facilities or equipment
- [ ] Expand capacity of existing service level/facility
- [ ] Provide new facility of service capacity

Project Description/Priority (Circle One): 1 2 3 4 5 6

2017 - Bible Hill Bridge - Paint, Rub Rail
Concrete ABUTMENT SEALED, Guardrail Repairs.

2018 - Lainge Bridge - Paint, Rail Repair

2019 - Newmarket Rd - (Waterloo Covered Bridge)
Bottom Steel cross ties need to be replaced.
Planking,

2021 - Schoodac Bridge — Multi Plate -
Possible Replacement - ? Bridgeaide.

See attached sched.

Tim Allen DPW

CAPITAL IMPROVEMENTS PROGRAM - BRIDGE REPAIR & MAINTENANCE PLAN

Project Year & Project Cost:	Expensed in: 2016	2017	2018	2019	2020	2021	2022	Total 2017-2022	Updated 8/16/16
Bible Hill Rd. Bridge^^		60,000						60,000	
North Village Rd.*	42,000							42,000	
Laing Bridge -Warner River			45,000					45,000	
Newmarket Rd. -Warner River++				80,000				80,000	
Schoodac Rd. Bridge**						300,000		300,000	
TOTALS:	42,000	60,000	45,000	80,000	-	300,000	-	527,000	
* Red listed by NHDOT									
^^ Some costs paid from operating budget									
** Applied to NH Bridge Aid Program: If accepted into program, State reimburses 80% of full cost									
` ++ Registered Historic Structure -grant funds available?									

BRIDGE REPLACE/ MAINTENANCE CAPITAL RESERVE FUND (CRF) BALANCE SHEET

Funding Schedule:	Funded in 2016	2017	2018	2019	2020	2021	2022	Total 2017-2022
Bible Hill Rd.-Warner River^^		20,000						20,000
North Village Rd. over Silver Brook*			-					-
North Road over Meadow Brook							30,000	30,000
Laing Bridge -Warner River		20,000	25,000	-				45,000
Newmarket Rd. -Warner River++			30,000	50,000	-			80,000
Schoodac Rd.** (Frazier Brook)			10,000	20,000	80,000	100,000		210,000
								-
CRF Balance:	119,770	144,770	124,770	144,770	134,770	214,770	14,770	385,000
Capital Reserve Appropriation	**25,000**	**40,000**	**65,000**	**70,000**	**80,000**	**100,000**	**30,000**	
Accrued Interest								
Funds Expended		(60,000)	(45,000)	(80,000)	0	(300,000)	0	
Year End Balance	**144,770**	**124,770**	**144,770**	**134,770**	**214,770**	**14,770**	**44,770**	

FY 2017-2022 CIP

Warner Capital Improvement Plan

Department Worksheet & Submission Form

Department/Project Title: Transfer Station Equipment	**Department Priority:** 1 of 2 projects
Type of Project: (Check one)	**Primary Effect of Project is to:** ☒ Replace or repair existing facilities or equipment ☒ Improve quality of existing facilities or equipment ☒ Expand capacity of existing service level/facility ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 (2) 3 4 5 6

Replacement of trash compactor. In 2019 the compactor will be 30 years old. Though a service life extension overhaul was performed in the last five years consideration should be given to its replacement and relocation.

P **Cost Estimate:** (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $) $_____ Planning/Feasibility Analysis	**Impact on Operating & Maint. Costs or Personnel Needs** ☐ Add Personnel

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ 50,000	
Town Operating Budget	$ _____	
Warrant Article	$ _____	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ 50,000	

Appropriation/Expenditure Spreadsheet

Warner Capital Improvement Plan

Department Worksheet & Submission Form

	2017	2018	2019	2020	2021	2022	Total
Expenditure						$50,000	
Source of Funds							
Transfer Station Equipment CRF	$10,000	$10,000	$10,000	$10,000	$10,000		

Explanation for Each Year

2017	Annual appropriation to Transfer Station Equipment CRF
2018	Annual appropriation to Transfer Station Equipment CRF
2019	Annual appropriation to Transfer Station Equipment CRF
2020	Annual appropriation to Transfer Station Equipment CRF
2021	Annual appropriation to Transfer Station Equipment CRF
2022	Annual appropriation to Transfer Station Equipment CRF

Form prepared by:

Signature: Vanck D Proper

Title: Foreman

Dept/Agency: Transfer Station

Date Prepared 16 08 16

Priority System

FY 2017-2022 CIP

Warner Capital Improvement Plan

Department Worksheet & Submission Form

Department/Project Title: Transfer Station Equipment

Department Priority: 2 of 2 projects

Type of Project:
(Check one)

Primary Effect of Project is to:

- ☒ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 (2) 3 4 5 6

Replacement of horizontal baler

P	**Cost Estimate:** (Itemize as necessary)	**Capital Costs** Dollar Amount (in current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
		$_____ Planning/Feasibility Analysis	☐ Add Personnel

Source of Funding:

Grant From: NHTB	$ 5,000	(show type)
Loan From:	$	(show type)
Donation/Bequest/private	$	
User Fees & Charges	$	
Capital Reserve Withdrawal	$ 30,000	
Town Operating Budget	$	
Warrant Article	$	
	$	
	$	
Total Project Cost	$ 30,000	

Appropriation/Expenditure Spreadsheet

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

	2017	2018	2019	2020	2021	2022	Total
Expenditure						$30-35,000	
Source of Funds							
Transfer Station Equipment CRF			$10,000	$10,000	$10,000		

Explanation for Each Year

2017	
2018	
2019	Appropriation to Transfer Station Equipment CRF in anticipation of 2022-23 expenditure
2020	Appropriation to Transfer Station Equipment CRF in anticipation of 2022-23 expenditure
2021	Appropriation to Transfer Station Equipment CRF in anticipation of 2022-23 expenditure
2022	

Form prepared by:

Signature: Varick P Proper

Title: Foreman

Dept/Agency: Transfer Station

Date Prepared 16 08 16

Priority System

FY 2017-2022 CIP

Warner Capital Improvement Plan

Department Worksheet & Submission Form

Department/Project Title: Transfer Station Facility	Department Priority: 1 of 2 projects
Type of Project: (Check one)	Primary Effect of Project is to: ☒ Replace or repair existing facilities or equipment ☐ Improve quality of existing facilities or equipment ☐ Expand capacity of existing service level/facility ☐ Provide new facility of service capacity
Project Description/Priority (Circle One): 1 2 (3) 4 5 6 *Repaving of facility driveway and parking lot*	

Cost Estimate: (Itemize as necessary)	Capital Costs Dollar Amount (in current $)	Impact on Operating & Maint. Costs or Personnel Needs
	$_____ Planning/Feasibility Analysis	☐ Add Personnel

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

	2017	2018	2019	2020	2021	2022	Total
Expenditure				$60,000			
Source of Funds							
Transfer Station Facility CRF	$15,000	$15,000	$15,000	$15,000			

Explanation for Each Year

2017	Annual appropriation to support expenditure in 2020
2018	Annual appropriation to support expenditure in 2020
2019	Annual appropriation to support expenditure in 2020
2020	Annual appropriation to support expenditure in 2020
2021	
2022	

Form prepared by:

Signature: Varick Wheeler

Title: Foreman

Dept/Agency: Transfer Station

Date Prepared 16 08 16

Priority System

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ **60,000**	
Town Operating Budget	$ _____	
Warrant Article	$ _____	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ **60,000**	

Appropriation/Expenditure Spreadsheet

FY 2017-2022 CIP

Warner Capital Improvement Plan

Department Worksheet & Submission Form

Department/Project Title: Transfer Station Facility

Department Priority:

2 of 2 projects

Type of Project:
(Check one)

Primary Effect of Project is to:

- ☐ Replace or repair existing facilities or equipment
- ☒ Improve quality of existing facilities or equipment
- ☒ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capacity

Project Description/Priority (Circle One): 1 2 3 (4) 5 6

Second structure for storage and processing of recyclable material.

Cost Estimate: (Itemize as necessary)	Capital Costs Dollar Amount (in current $) $_____ Planning/Feasibility Analysis	Impact on Operating & Maint. Costs or Personnel Needs ☐ Add Personnel

Source of Funding:

Grant From:	$	(show type)
Loan From:	$	(show type)
Donation/Bequest/private	$	
User Fees & Charges	$	
Capital Reserve Withdrawal	$ 50,000	
Town Operating Budget	$	
Warrant Article	$	
	$	
	$	
Total Project Cost	$ 50,000	

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
[illegible]							
[illegible]							
Transfer Station Facility Cap		$10,000	$10,000	$10,000	$10,000	$10,000	

Explanation for Each Year

2017	
2018	Appropriation for 2022 expenditure
2019	**Appropriation for 2022 expenditure**
2020	Appropriation for 2022 expenditure
2021	Appropriation for 2022 expenditure
2022	**Appropriation for 2022 expenditure**

Form prepared by:

Signature: Varick Prosper

Title:

Dept/Agency:

Date Prepared 16 08 16

Priority System

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:**
Pillsbury Free Library Interior Renovations projects	**X 1 of 2**

Type of Project: (Check one)	**Primary Effect of Project is to:**
	X☐ Replace or repair existing facilities or equipment
	x☐ Improve quality of existing facilities or equipment
	☐ Expand capacity of existing service level/facility
	☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 [2] 3 4 5 6

UPDATE TO PRIOR SUBMITTAL Re: timing of capital reserve payments

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	X☐ Decreased O&M Costs
	$ 25,707 Construction	Dollar costs of impact if known:
	$_____ Furnishings & equipment	+ _____Annually
	$_____Vehicles & Capital Equipment	(-) $650 LED lighting Annually
	$ 7,000 * New Lighting fixtures	
	$ 995 – 3000___ 5 Arched storm panes	X☐ Improve quality of existing facilities or equipment
	$_____	☐ Expand capacity of existing service level/facility
	$ **33,702 -$35,707 Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____(show type)
Loan From: _____	$ _____ (show type)
Donation/Bequest/private	$ **28-30%**
User Fees & Charges	$ _____
Capital Reserve Withdrawal	$ **3,000**
Town Operating Budget	$ _____
Warrant Articles **Library Building CRF**	$ **70%**
_____	$ _____
Total Project Cost	$ **33,702 -$35,707**

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Level mtg room floor Renovate fiction ceiling Lighting – fiction area	8868 15339 7000						31,207
Storm panes – arched Refinish wood Floor		995-3000 1500					2495-4500
Source of Funds							
Warrant article to add to CRF	$23868						23,868
Library donations and grants	4339	2495-4500					6,834-8,839
Capital reserve withdrawal	3000						3,000
Total							33,702-35,707

Explanation for Each Year

2017	Amount suggested for 2016 was reduced and floor may be delayed to 2017. Lighting was partially finished in 2016 (rest of lighting is waiting for ceiling removal/renovations).
2018	Stained glass protection done in 2016 instead of 2018 due to other factors. Price range depends on lexan vs sealed bipane glass storms
2019	No change
2020	No change
2021	No change
2022	No change

Form prepared by:

Signature: _(Nancy Ladd)_____

Title: __Library Director_____

Dept/Agency: _Pillsbury Free Library_____

Date Prepared _____7-14-2016_____

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:**
Pillsbury Free Library Carpets	**2 of 2 projects**

Type of Project: (Check one)	**Primary Effect of Project is to:**
	X☐ Replace or repair existing facilities or equipment
	☐ Improve quality of existing facilities or equipment
	☐ Expand capacity of existing service level/facility
	☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 [2] 3 4 5 6

UPDATE TO PRIOR SUBMITTAL Re: timing of capital reserve payments

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$ 14,000 Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$ 15,000 Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	X☐ Improve quality of existing facilities or equipment
	$_____	
	$ 29,000 **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____ (show type)
Loan From: _____	$ _____ (show type)
Donation/Bequest/private	$ _____
User Fees & Charges	$ _____
Capital Reserve Withdrawal	$ _____
Town Operating Budget	$ _____
Warrant Article	$ _____
Library Building Capital Reserve Fund	$ **29,000**
_____	$ _____
Total Project Cost	$ **$29,000**

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
New Carpeting (includes moving and storing all bookshelves and furniture)					$29,000		$29,000
Source of Funds							
Warrant articles to add to CRF	$5,000	$6,000	$6000	$6,000	$6,000		$29,000

Explanation for Each Year

2017	Changed from $0 because amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, could shift by increasing later years
2018	No change
2019	No change
2020	No change
2021	No change
2022	

Form prepared by:

Signature: _(Nancy Ladd)_____

Title: ___Library Director_____

Dept/Agency: _Pillsbury Free Library_____

Date Prepared ___7-14-2016_____

Priority System

Subject: Re: CIP Forms
From: "pfl@tds.net " <pfl@tds.net>
Date: 7/18/2016 1:47 PM
To: Landuse <landuse@warner.nh.us>
CC: Michael Simon <mikes10663@aol.com>, Jeanne Hand <jmhand@tds.net>, Anastasia Glavas <anastasia.glavas@tds.net>, Trustee- Sara McNeil <shm@tds.net>

Hi Lois
here are the Final Library CIP update forms for the library. I included an "alt" version of the carpets update with a different sample schedule of Capital reserve requests to show that we realize that in combination with the Interior renovations the amount for the library requests could be evened out more over the years.

Looking forward to discussing this on Tuesday July 26 at 3 pm with CIP committee members at the library.
Let me know if I also need to supply a signed copy.

Nancy Ladd, Director
Pillsbury Free Library
PO Box 299
Warner NH 03278
603-456-2289
http://warner.lib.nh.us

Hours:
Mon, Wed 1 - 5 PM
Tu, Thu 9 -12, 1-8 PM
Sat. 9 AM -2 PM

----- Original Message -----
From: "Landuse" <landuse@warner.nh.us>
To: "Library Director" <librarian@warner.lib.nh.us>
Sent: Monday, July 18, 2016 8:05:23 AM
Subject: CIP Forms

Hi Nancy

Regarding your voicemail of last week and the CIP forms. Since we did not include a place on the form to note it is an update, I would just include that at the top of the form so the CIP Committee is aware.

If you have any questions, I will be in the office until 1 today.

Thanks,

Lois

--
Lois Lord
Land Use Secretary
Town of Warner Land Use Office
5 East Main Street
P.O. Box 265

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
New Carpeting (includes moving and storing all bookshelves and furniture)					$29,000		$29,000
Source of Funds							
Warrant articles to add to CRF	$0	$6,000	$7000	$8,000	$8,000		$29,000

Explanation for Each Year

2017	$5000 amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, cost shifted by increasing later years
2018	$5000 amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, cost shifted by increasing later years
2019	$5000 amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, cost shifted by increasing later years
2020	$5000 amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, cost shifted by increasing later years
2021	$5000 amount suggested for 2016 was not included in warrant articles. In view of request for renovations 2017, cost shifted by increasing later years
2022	

Form prepared by:

Signature: _(Nancy Ladd)_____

Title: ___Library Director_____

Dept/Agency: _Pillsbury Free Library_____

Date Prepared ___7-14-2016_____

Priority System

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: WARNER FIRE RESCUE. FIRE AND RESCUE Vehicle CAPITAL RESER FUND.

Department Priority: 1 of 2 projects

Type of Project:
(Check one)

Primary Effect of Project is to:

- ☒ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 (2) 3 4 5 6

TO BUILD UP RESERVE FUND FOR THE REPLACEMENT OF ENG 1 THAT IS TWENTY YEARS OLD AND NEEDS to BE REPLACED WITHIN THE NEXT 2 to 3 YEARS.
THIS ENGINE 1 IS A 1996 to be replaced in 2016. it has been a good running engine. We did have to have the pump redone three years ago spending $11,000.00 to FIX it HAVING said that I feel this engine could go a little longer to save our money back. Because of other budget ~~affecting~~ being affected by other ITEM being done in TOWN WE HAVE FALLEN BEHIND ON REACHING THE AMOUNT OF MONEYS to REPLACE THIS UNIT. NOT ASKING FULL AMOUNTS AND ONE YEAR NOT ASKING ~~of~~ FOR ANY.
WHEN THIS is REPLACED IT SHOULD CUT DOWN ON REPAIR & MAINTENCE FOR AT LEAS ONE YEARE & BE LESS COST ON HAVING IT BUILDT BECAUSE ~~BE~~ IT ~~would~~ would be UNDER WARRANTY AND IT WOULDN'T HAVE TO BE Custom Build.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☒ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$ 400,000.- Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	
	$_____	
	$ 400,000 **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ 100,000.-	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ 100,000 - 2017	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Engine 1 Replacement		400,000					400,000+
Source of Funds							
CRF Balance	213,000						213,000
Warrant article	100,00	90,000					190,000

Explanation for Each Year

2017	Present CRF bal = 213,000, CRF Warrant = 100,000
2018	Place order for vehicle, Warrant art. = 90,000
2019	
2020	
2021	
2022	

Form prepared by:

Signature: E. Raymond.

Title: Fire Chief.

Dept/Agency: ~~Aug 4, 2016~~

Date Prepared Aug 4, 2016

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: WARNER FIRE RESCUE Fire Equipment. Capital Reserv Fund.

Department Priority: 2 of 2 projects

Type of Project:
(Check one)

Primary Effect of Project is to:

- ☐ Replace or repair existing facilities or equipment
- ☒ Improve quality of existing facilities or equipment
- ☒ Expand capacity of existing service level/facility
- ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): (1) 2 3 4 5 6

TO CONTINUE TO UP GRADE EQUIPMENT AND PROTECTIVE GEAR. SCBA - TURN OUT GEAR - BOOTS - HELMETS - GLOVES - COMPRESSED AIR CAPACITY INCREASED AND OTHER TOOLS.
BECAUSE OF THE NEW SCBA HAVE CHANGED OVER THE YEARS WITH MANY IMPROVEMENTS ONE IS LARGE CAPASITY OF AIR OLD ONES WE HAVE GAL 2216 PSI NEW ARE 4500 PSI SO THE IN CREASE OF AIR CAPASITY IS NEEDED. TO DO THIS ADDITION OF MORE STORAGE TANKS + BACKUP IS NEEDED. BOTH IN THE STATION INCREASING THE CASCADE SYSTEM WE HAVE IN PLACE. THIS CAN BE DONE OVER A PERIOD OF TIME SO THE NEED OF THIS CIP IS IMPORTANT.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	
	$_____	
	$_____ **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ 25,000.	
ongoing to improve &	$ _____	
Support capacity	$ _____	
Total Project Cost	$ _____	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Source of Funds							

Explanation for Each Year

2017	REPLACE SCBA UNITS OVER TIME / INCREASE OUR STORAGE.
2018	HAVE MORE CAPACITY OF AIR ON BOARD TRUCKS AS WELL IN FIRE HOUSE
2019	
2020	
2021	
2022	

Form prepared by:

Signature: E. Raymond

Title: Fire Chief.

Dept/Agency:

Date Prepared Aug 4, 2016

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title: Tax Map Conversion to Digital	**Department Priority:** **__1__ of __1__ projects**
Type of Project: (Check one)	**Primary Effect of Project is to:** ☐ Replace or repair existing facilities or equipment ☐ Improve quality of existing facilities or equipment X Expand capacity of existing service level/facility ☐ Provide new facility of service capacity

Project Description/Priority (Circle One): 1 (2) 3 4 5 6

Digitize and convert tax maps for use with Geographic Information Systems. Includes inclusion of the tax maps in a GIS database and accessibility of that data via the Internet.

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (In current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	X Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$ 10,000 Initial System Setup	(-) _____ Annually
	$ $2,500 Annual Cost for 2 years	
	$_____	
	$ 15,000 **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____ (show type)
Loan From: _____	$ _____ (show type)
Donation/Bequest/private	$ _____
User Fees & Charges	$ _____
Capital Reserve Withdrawal	$ _____
Town Operating Budget	$ _____
Warrant Article	$ 15,000
_____	$ _____
_____	$ _____
Total Project Cost	$ 15,000

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure	$15,000						
Source of Funds	Warrant Article						

Explanation for Each Year

2017	
2018	
2019	
2020	
2021	
2022	

Form prepared by:

Signature: Lois Ford
Title: Land Use Secretary
Dept/Agency: Land Use/Planning Board
Date Prepared 9/20/16

Per discussion and agreement of the Planning Board at their Sept 12, 2016 meeting.

CIP
Electronic Maps
(PB Submittal)
GIS-Geographic Info System

Subject: FW: Re: CAI Technologies Contact Form
From: "Darryl | Parker Web" <darryl@parkerweb.com>
Date: 9/15/2016 11:39 AM
To: "Peter Anderson" <panderson74@tds.net>
CC: "Ben Frost" <benjamindfrost@gmail.com>, "Landuse" <landuse@warner.nh.us>

Hi Peter,

Here is a loose estimate from Cartographic Associates in Littleton with whom the Town has worked in the past. This estimate would cover the inclusion of the tax maps in the GIS data and then the accessibility of that data via the Internet.

Please confirm you've received this estimate so I can know you have it for the CIP.

Thanks!

10K setup system
2,400 annually

Fill out Dept Form
$15K

Darryl

Darryl N. Parker, Jr., BSIT
Founder & CEO, Parker Web
A leading provider of website maintenance services
Online at http://www.parkerweb.com

Business Advisor & Program Alumnus
Goldman Sachs 10,000 Small Businesses @ Babson College
Online at http://www.10ksbapply.com

Owner, Schoodacs Coffee & Tea, Warner, NH
Voted "Best Cup of Coffee in Concord, NH" by the readers of the Hippo Press, 2016
Voted "#2 Coffee Shop in Concord, NH" by the readers of the Concord Monitor, 2016
Online at http://www.schoodacs.com

email | darryl@parkerweb.com
office | 877-321-2251
mobile | 603-680-0641
skype | parkerweb.darryl

Can we be of service?
Email support@parkerweb.com to open a ticket.

-----Original Message-----
From: "Franco Rossi" <frossi@cai-tech.com>
Sent: Thursday, September 15, 2016 11:25am
To: "darryl@parkerweb.com" <darryl@parkerweb.com>
Cc: "Tim Fountain" <tfountain@cai-tech.com>
Subject: Re: CAI Technologies Contact Form

Hi Darryl,

Thanks for taking a few minutes to discuss the Town's needs is slightly more detail. Recognizing your simply looking for a budget figure that may not be funded for a couple of years, I'm writing this e-mail to give loose budget figures for the steps we generally recommend for your GIS development. The tasks fall into two categories, data development and data use.

Data Development: We currently have a GIS composite of the Town that we last updated in 2009. That composite is limited to property lines, roads, some water features and text limited to some roads and water features. Most of the tax map text (dimensions, acreages, etc) do not exist in the GIS data. As a result, in order to have updated tax maps and GIS data two separate sets of data must be maintained.

We recommend that all the tax map text be converted and included within the GIS database and that those data be formatted to allow for printing tax maps directly from the GIS. Doing so will ensure that as the tax maps are maintained, so are the GIS data. This is also very important as you move forward with GIS development because it ensures that everyone is using current data.

The Town should budget $7,500.00 for this one-time effort that will not need to be repeated once completed.

Please keep in mind that since we do not maintain your tax map data, we don't know if your tax maps have been kept up to date. If they have, incorporating the changes that have occurred since the last GIS update was done can be completed as part of the text conversion for the above stated budget. If the tax maps have not been maintained, there would be some cost to incorporate updates but that can't be determined without knowing the volume of changes.

*Data Use: *We also discussed how the Town might utilize the GIS data that are developed. We recommend that the Town take advantage of our AxisGIS web based GIS services. The nearby towns of Hopkinton, Henniker, Bradford and Sutton, among many others already do. This services links the GIS map data to your assessment data and serves it via the web. Acccess to the Internet is the only requirement for this service. It provides simple to use tools to query, browse, report and print form the GIS data. Further, overlaying data such as flood plain, wetlands, etc is a simple click on the site. The service allows for linking documents such as tax cards to the parcels, thereby making the information available to the general public from their homes or offices without them interrupting municipal staff.

The current one time set up fee for AxisGIS is $2,500.00. The annual cost for the service is $2,400.00. Typically, if AxisGIS is contracted for in conjunction with the data development and text conversion described above, there are efficiencies that result in a total cost savings of $1,000.00 - $1,500.00 for the initial set up.

There are significant details that are not included in the brief descriptions of our recommendations. Recognizing you're simply trying to get budget figures at this time, I believe this meets the needs we discussed on the phone. However, I would be very happy to come to Warner to discuss these items in more detail and answer any questions you may have. I can also demonstrate how other communities around you are already taking advantage of the value that GIS utility provides.

Please don't hesitate to contact me if you have any questions or would like to discuss this further.

Franco

Franco Rossi

President

[image: cai-tech.com] <http://www.cai-tech.com>

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cai-tech.com <http://www.cai-tech.com>

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On Tue, Sep 13, 2016 at 9:37 AM, Darryl Parker <darryl@parkerweb.com> wrote:

The following information was submitted:
First Name: Darryl
Last Name: Parker
Email: darryl@parkerweb.com
Phone: 603-680-0641
Question: I am on the planning board for the Town of Warner NH. We are seeking an estimate of costs for digitizing and converting our tax maps for use with GIS. We have a capital improvements fund that we must submit by the
end of the month. We do not expect to make a buying decision this year, only
to begin to reserve funds for such work. An estimate from you in general terms would suffice to achieve our goals for 2017 Town Meeting. Can you help
me with this?
Recaptcha Challenge Field:
03AHJ_VutMc6qYttW0lQP0HT0LBgF6cNnaKuZaOz3HXKywD9gxB2h4Oh7BDGdR-
1hge-IxtSLxBtB-5SJGcP0XvyYnM8qczU4dD1eTqcwTF8mpBNu1XUTENTXsQCrI-
6dGqsSsRUXqLy-iNx6MkPhNYpH471KdIYYR1AaisCFMK8E0APJBc2AzIVO26JTRPDLPhVr2vIB
iJbadP-gt638ggp_HKR2vpd_
YGqxqXvach-mCrzvkdIwvdEZOaR2qwvMIiPFl03jTZ1LZD2lFXMxor0FueNNeaSkxMA
Recaptcha Response Field: 140
Submit: Submit

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Department/Project Title:	**Department Priority:** ____ of ____ projects
Type of Project: (Check one)	**Primary Effect of Project is to:** ☐ Replace or repair existing facilities or equipment ☐ Improve quality of existing facilities or equipment ☐ Expand capacity of existing service level/facility ☐ Provide new facility of service capacity
Project Description/Priority (Circle One):	**1 2 3 4 5 6**

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Cost Estimate: (Itemize as necessary)	**Capital Costs** Dollar Amount (in current $)	**Impact on Operating & Maint. Costs or Personnel Needs**
	$_____ Planning/Feasibility Analysis	☐ Add Personnel
	$_____ Architecture & Engineering Fees	☐ Increased O&M Costs
	$_____ Real Estate acquisition	☐ Reduce Personnel
	$_____ Site preparation	☐ Decreased O&M Costs
	$_____ Construction	
	$_____ Furnishings & equipment	Dollar costs of impact if known:
	$_____ Vehicles & Capital Equipment	+ _____ Annually
	$_____	(-) _____ Annually
	$_____	
	$_____	
	$_____ **Total Project Cost**	

Source of Funding:

Grant From: _____	$ _____	(show type)
Loan From: _____	$ _____	(show type)
Donation/Bequest/private	$ _____	
User Fees & Charges	$ _____	
Capital Reserve Withdrawal	$ _____	
Town Operating Budget	$ _____	
Warrant Article	$ _____	
_____	$ _____	
_____	$ _____	
Total Project Cost	$ _____	

FY 2017-2022 CIP

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Appropriation/Expenditure Spreadsheet

	2017	2018	2019	2020	2021	2022	Total
Expenditure							
Source of Funds							

Explanation for Each Year

2017	
2018	
2019	
2020	
2021	
2022	

Form prepared by:

Signature: _____

Title: _____

Dept/Agency: _____

Date Prepared _____

Warner Capital Improvement Plan
Department Worksheet & Submission Form

Priority System

The Committee has established a 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 assessed a priority rank based on the descriptions below:

- **Priority 1 – Urgent:** Cannot be delayed: Needed immediately for health and safety.
- **Priority 2 – Necessary:** Needed within 3 years to maintain basic level & quality of community services.
- **Priority 3 – Desirable:** Needed within 4-6 years to improve quality or level of services.
- **Priority 4 – Deferrable:** Can be placed on hold until after 6 year scope of current CIP, but supports community development goals.
- **Priority 5 – Premature:** Needs more research, planning & coordination.
- **Priority 6 – Inconsistent:** Contrary to land-use planning or community development goals.