

TOWN OF WARNER CAPITAL IMPROVEMENTS PROGRAM 2021-2025											
SUMMARY SPREADSHEET OF DEPARTMENT PROJECT REQUESTS											
RANKINGS U = Urgent N = Necessary DS = Desirable DF = Deferrable R = Research	Dept Ranking	CIP Ranking	CIP Request for 2020	Funded in 2020	Projected Funds Available Dec 31, 2020	Request 2021	Request 2022	Request 2023	Request 2024	Request 2025	2021-25 Total Request
BOARD OF SELECTMEN											
	Town Hall Building Improvements Capital Reserve		\$0	\$10,000		\$0	\$0	\$0	\$0	\$0	\$0
	Revaluation Capital Reserve Fund	N	\$30,000	\$20,000		\$21,400	\$21,400	\$21,400	\$21,400	\$21,400	\$107,000
BOARD OF SELECTMEN TOTAL			\$30,000	\$30,000	\$0	\$21,400	\$21,400	\$21,400	\$21,400	\$21,400	\$107,000
TOWN CLERK											
	Records Preservation Capital Reserve Fund	N/R	\$20,000	\$10,000		\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
TOWN CLERK TOTAL			\$20,000	\$10,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
POLICE DEPARTMENT											
	Vehicle Capital Reserve Fund	N	\$15,000	\$15,000		\$15,000	\$15,000	\$20,000	\$20,000	\$20,000	\$90,000
POLICE DEPT. TOTAL			\$15,000	\$15,000	\$0	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000	\$90,000
PUBLIC WORKS DEPARTMENT											
	Bridge Repair/Replacement CRF	N	\$90,000	\$50,000		\$120,000	\$120,000	\$120,000	\$100,000	\$110,000	\$570,000
	Highway Road Construction CRF	N	\$180,000	\$170,000		\$200,000	\$265,000	\$200,000	\$200,000	\$200,000	\$1,065,000
	Highway Equipment Capital Reserve	N	\$125,000	\$125,000		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
PUBLIC WORKS DEPT. TOTAL			\$395,000	\$345,000	\$0	\$520,000	\$585,000	\$520,000	\$500,000	\$510,000	\$2,635,000
TRANSFER STATION											
	Transfer Station Equipment CRF		\$25,000	\$25,000							
	- Facility Expansion and Rehabilitation	N				\$25,000	\$25,000	\$25,000	\$0	\$0	\$75,000
	- Facility Resurfacing	N				\$40,000	\$40,000	\$40,000	\$40,000	\$0	\$160,000
TRANSFER STATION TOTAL			\$25,000	\$25,000	\$0	\$65,000	\$65,000	\$65,000	\$40,000	\$0	\$235,000
FIRE DEPARTMENT											
	Fire and Rescue Vehicle CRF	U/N	\$150,000	\$100,000		\$175,000	\$175,000	\$150,000	\$125,000	\$125,000	\$750,000
FIRE DEPARTMENT TOTAL			\$150,000	\$100,000	\$0	\$175,000	\$175,000	\$150,000	\$125,000	\$125,000	\$750,000
EMERGENCY MANAGEMENT											
	KMR Alternate Route CRF	DS	\$0	\$5,000		\$5,000	\$0	\$0	\$0	\$0	\$5,000
EMERGENCY MANAGEMENT TOTAL			\$0	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
ENERGY COMMITTEE											
	Main Street Sidewalk CRF	U	\$0	\$10,000		\$10,000	\$150,000	\$0	\$0	\$0	\$160,000
ENERGY COMMITTEE TOTAL			\$0	\$10,000	\$0	\$10,000	\$150,000	\$0	\$0	\$0	\$160,000
PILLSBURY FREE LIBRARY											
	Library Building Renovaton CRF	N	\$10,000	\$10,000		\$50,000	\$39,300	\$10,000	\$10,000	\$9,000	\$118,300
PILLSBURY FREE LIBRARY TOTAL			\$10,000	\$10,000	\$0	\$50,000	\$39,300	\$10,000	\$10,000	\$9,000	\$118,300
TOTAL TOWN			\$645,000	\$550,000	\$0	\$881,400	\$1,070,700	\$806,400	\$736,400	\$705,400	\$4,200,300
										DRAFT	10/4/2020

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



Project Form
Due Date September 11, 2020

Instructions:

- Please use only one Project Identification Form per CIP Project being identified.
- CIP Projects are defined as any project or item which costs are \$15,000 or more and has a useful life of 3 years or more.
- Select appropriate Ranking in Section 2.
- Please fill out all appropriate additional information fields. Use "N/A" to indicate areas which are "Not Applicable".

Department : Board of Selectmen / Assessing_

Project Name : Town Revaluation Process_____ Anticipated Start Date : 2024 into 2025

Section 1 : General Description of Project or Item

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements? Yes, State
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds? No

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

This impacts all home & business owners.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

Process usually runs a full year.

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

An outside assessing firm is brought in to perform the task.

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

The valuation process with proceed as per required by law. It can not be delayed.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment		
Vehicle & capital equipment		
Other (specify)		
Total Project Costs		107,000

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		

Budget Area	Comments / Details	Cost Difference
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		
Existing Capital Reserve	As done in the past, funds will be held in capital reserve fund.	100%
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
		21,400	21,400	21,400	21,400	21,400	107,000
Source of Funds							
		Taxation	Taxation	Taxation	Taxation	Taxation	Taxation

Section 6.0 : Additional Notes

Submitted by: Board of Selectmen

Date 09/24/2020

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



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Department : _____ Town Clerk _____

Project Name : Record Preservation Anticipated Start Date : On Going

Section 1 : General Description of Project or Item

The purpose of the Record Preservation project is to comply with NH State Statute. Increase/creat additional safe, protective storage for all Town Records. The project also is in place to purchase recommended shelving and other units, devices or equipment that is necessary to preserve records or assist the public in use of Town Records.

Section 2 : Overall Department Ranking of Project

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- 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.

Rationale Behind Ranking of Project :



Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

All residents

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

N/A

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

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment	Shelving	
Vehicle & capital equipment		
Other (specify)	Off Site Book Preservation	
Total Project Costs		

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		
Existing Capital Reserve		100%
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure	As needed	As needed	As needed	As needed	As needed	As needed	
Source of Funds		\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,00

Section 6.0 : Additional Notes

Submitted by: Michael J. Casner Date: 9-10-2020

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



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Department : **Warner Police Department**

Project Name : **Cruiser Fleet Management** Anticipated Start Date : **Ongoing**

Section 1 : General Description of Project or Item

See Attached

Section 2 : Overall Department Ranking of Project

- U => Urgent** => Cannot be delayed. Needed for health or safety.
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- R => Research** => Pending results on ongoing research, planning, and coordination.

Rationale Behind Ranking of Project :

Contained in General Description of Project

Cruiser Fleet Management

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 miles 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.

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

- **Ensures that police officers possess safe, reliable and necessary equipment while performing and providing emergency police services to the public.**
- **Project maintains current level of services.**
- **N/A**
- **Project will maintain efficiency.**
- **Project will provide for future personnel.**
- **The established schedule of replacement prevents costly repairs that are associated with high mileage and many hours of engine idle time.**
- **N/A**
- **No, however, cruisers are purchased at State Bid for a significantly reduced price.**

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

All residents directly benefit as it relates to police services.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

Ongoing

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

No

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

Refer to Description of Project

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment		
Vehicle & capital equipment	2021	\$15,000
Other (specify)		
Total Project Costs		

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article	\$15,000 Warrant Article in 2021	
Existing Capital Reserve		
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure		\$38,000	\$39,000		\$45,000		\$122,000
		Trade 2013 Sedan	Trade 2016 Sedan		Trade 2017 SUV		
Source of Funds		\$15,000	\$15,000	\$20,000	\$20,000	\$20,000	\$90,000
	Current Balance \$61,850	\$38,850	\$14,850	\$34,850	\$9,850	\$29,850	

Section 6.0 : Additional Notes

Submitted by: WE Chandler Date: **09-02-2020**
William E. Chandler
Chief of Police

2021-2027 CAPITAL IMPROVEMENTS PROGRAM - HWY EQUIPMENT REPAIR / REPLACEMENT PLAN								Updated 09/28/2020				
Equipment Price and Purchase Year	Actual Dec. 2020	2021	2022	2023	2024	2025	2026	Total 2021-2026	2027	2028	2029	2030
97 Dump retire & replace 10 wheeler	190,000							\$ -				
98 Dump Truck								\$ -				
06 Mack Dump. -replace w/ same			\$160,000					\$ 160,000				
04 Mack D.- replace w/same,40K G.V.W.		\$ 160,000						\$ 160,000				
2013 10W Dump / replace cab and chassis				\$ 125,000				\$ 125,000				
'2006 F550	75,000							\$ -	\$70,000			
2015 Ford F550 #2 - replace in 2025					\$80,000			\$ 80,000				
2017 GMC 2500 4dr. Cab					\$ 50,000			\$ 50,000				
2019 Komatsu WA270 Front End Loader								\$ -			\$180,000	
CAT Loader/backhoe/replaced excavator						\$ 165,000		\$ 165,000	\$165,000			
2016, 6 Wheel Grader -leased*								\$ -		\$200,000		
Sidewalk tractor /combo roadside mower replace in 2023			\$ 25,000					\$ 25,000				
Street Sweeper -replace 2026								\$ -				
MorBark M15R Chipper								\$ -				
Snow plows				\$ 35,000				\$ 35,000	\$30,000			
Body Sanders – replaced w/ new trucks								\$ -				
TOTALS	\$ 265,000	\$ 160,000	\$185,000	\$ 160,000	\$ 130,000	\$ 165,000	\$ -	\$ 800,000	\$ 265,000	\$ 200,000	\$ 180,000	\$ -
* 7 to 10 year lease for each piece of equipment with full warranty for at least 7 years.												
GRADER - *1st payment from CRF in 2016 /succeeding annual payments budgeted in the operating budget												
CRF CASH FLOW 2018-2025	2020	2021	2022	2023	2024	2025	2026	2027				
CRF Beginning Balance -1/1/20	159,868	21,888	61,888	76,888	116,888	186,888	221,888	421,888				
Appropriation to Capital Reserve Fund =	125,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000				
Funds Withdrawn for purchases =	(265,000)	(160,000)	(185,000)	(160,000)	(130,000)	(165,000)	-	(265,000)				
Year End Balance	21,888	61,888	76,888	116,888	186,888	221,888	421,888	356,888				

Warner Planning Board
Capital Improvements Program (CIP)
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Department : Transfer Station

Project Name : Facility Expansion and Rehabilitation Anticipated Start Date : 2021

Section 1 : General Description of Project or Item

Facility expansion and rehabilitation to alleviate congestion and increase throughput.

Section 2 : Overall Department Ranking of Project

- U => Urgent** => Cannot be delayed. Needed for health or safety.
- N => Necessary** => Needed to maintain existing level & quality of community services.
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Rationale Behind Ranking of Project :

Section 3 : Justification Narrative & Information

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- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

From its inception the Transfer Station has been burdened by a facility design of questionable utility. Across an array of functions space has proved inadequate and placement problematic. The resulting inefficiencies have elevated operating costs, inhibited management of increased throughput, and most importantly compromised the safety of employees and the public alike. A prime example of this is the location of the trash compactor. The close proximity to the recycling building creates a point of easy congestion. Its subgrade aspect tight between two retaining walls makes for difficulty in servicing and maintenance of both trash box and compactor. As a single unit with small hopper size it is easily overwhelmed in times of high volume. At thirty years of age the equipment is approaching the outer limits of its service life. As replacement is being considered so too should relocation given the volume of material and traffic now transiting the facility.

To date project planning consists of securing estimates of equipment replacement and studying the feasibility of various schemes of compactor placement.

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

Users of the facility and taxpayers generally.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

20-30 years

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

Not at this time.

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

Continued congestion and elevated operating costs.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		5,000
Real estate acquisition		
Site preparation		
Construction		35,000
Furnishings & equipment		
Vehicle & capital equipment	compactor replacement	60,000
Other (specify)		
Total Project Costs		

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		
Existing Capital Reserve		95%
Grant	NHTB	5%
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
Source of Funds							
Capital Reserve	\$25,000	\$25,000	\$25,000				

Section 6.0 : Additional Notes

Submitted by: Varick Proper

Date: 200911

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025
Project Form
Due Date September 11, 2020



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Department : Transfer Station

Project Name : Facility Resurfacing Anticipated Start Date : 2022-23

Section 1 : General Description of Project or Item

Rehabilitation and resurfacing of facility driveways and parking areas.

Section 2 : Overall Department Ranking of Project

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- 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.

Rationale Behind Ranking of Project :

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
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- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

A substantial portion of the Transfer Stations paved surfaces are over thirty (30) years of age and in need of replacement.

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

Users of the facility and taxpayers generally.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

20 years

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

So aspects of this project might involve Highway Department participation.

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

Continued facility degradation.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		\$30,000
Construction		
Furnishings & equipment		
Vehicle & capital equipment		
Other (specify)	paving	\$130,000
Total Project Costs		

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

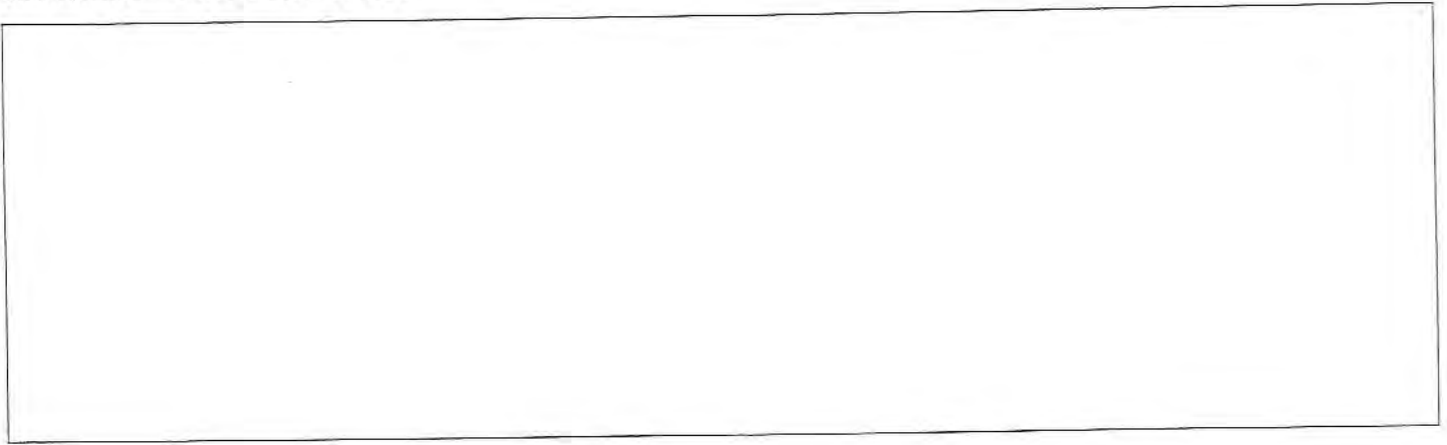
5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		
Existing Capital Reserve		\$160,000
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
				\$160,000			
Source of Funds							
Capital Reserve	\$40,000	\$40,000	\$40,000	\$40,000			

Section 6.0 : Additional Notes

A large, empty rectangular box with a thin black border, intended for additional notes or comments. It occupies the upper half of the page.

Submitted by: Varick Proper

Date: 200911

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



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- CIP Projects are defined as any project or item which costs are \$15,000 or more and has a useful life of 3 years or more.
- Select appropriate Ranking in Section 2.
- Please fill out all appropriate additional information fields. Use "N/A" to indicate areas which are "Not Applicable".

Department : FIRE

Project Name : Fire Department Vehicle Replacement Anticipated Start Date : Ongoing

Section 1 : General Description of Project or Item

The Fire Department Vehicle Replacement project allows for the systematic replacement of the fire department fleet.

The fleet includes 2 fire engines (Engines 1 & 2), 3 tankers (Tankers 1, 2 & 3), 1 heavy rescue (Rescue 1), 1 Forestry (Forestry 1), 1 Suburban (Rescue 2) and 1 Mahindra UTV.

The current project is the proposed replacement of Rescue 1. Rescue 1 was purchased in 1999. Rescue 1 is used for technical rescue and hazmat. Rescue 1 was out of service for approximately 6 months in 2020.

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

The overall project is ranked as necessary in order to provide fire, rescue and emergency services to the Town. Each year the urgency of a specific purchase may vary depending on the age and mechanical status of the fleet.

The replacement of Rescue 1 is classified as urgent.

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

This overall project maintains the fire department fleet at a level necessary to provide fire, rescue and emergency services to the Town. Apparatus replacement schedule follows industry best practices. New vehicles are designed to meet current National Fire Protection Association standards as applicable. The current schedule does not anticipate any growth. The biggest long-term impacts that require constant evaluation relative to the fleet is the availability of aerial apparatus and ambulance service from our mutual aid partners.

The fleet status is a factor in the ISO Public Protection Classification program evaluation, a reduction in fleet may have an adverse impact on community fire insurance premiums which could impact future growth. Our current ISO classification is a 7/7X.

Maintaining a reliable fleet typically keeps the maintenance costs down. Grant funding is limited and very competitive. The department uses state bid purchasing and/or consortium purchasing programs to keep purchase costs down when possible.

The replacement of Rescue 1 will increase reliability and efficiency of the fire department operations. Having a vehicle that was out of service for 6 months in 2020 and was out of service periodically in previous years has a negative impact on emergency response. The proposal to replace this vehicle with a smaller vehicle will provide a cost savings to the Town.

Section 4 : Additional Justification Narrative

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

All Town residents benefit by having an equipped fire department. The department fleet stands ready and available for all residents that require an emergency response. Each year we respond to a little over 400 calls for service.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

**The fire engines, heavy rescue and tankers are expected to last 20 years.
The small fleet (Rescue 2, Forestry 1 & UTV) are expected to last 10-15 years.**

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

The department does not see collaboration as a viable option for this equipment.

Section 3 : Justification Narrative & Information

4.4 : What are the implications of delaying or deferring this project beyond the year(s) for which funding is requested?
Delaying or deferring fleet replacement may result in impacts to emergency response availability and increased maintenance costs.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis	N/A	
Architecture & engineering fees	N/A	
Real estate acquisition	N/A	
Site preparation	N/A	
Construction	N/A	
Furnishings & equipment	N/A	
Vehicle & capital equipment	See attached for long term planning, Rescue 1 request is shown:	\$250,000
Other (specify)	N/A	
Total Project Costs		\$250,000

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel	N/A	
Maintenance	Negligible change	
Other Operating (specify)	N/A	
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund	N/A	
Separate Warrant Article	\$150,000 for 2021	\$150,000
Existing Capital Reserve	\$100,000 from 2020	\$100,000
Grant	N/A	
Loan	N/A	
Donations / Private	N/A	

Source	Comments/ Details	Percent or Amount
Special Assessment	N/A	
Other	N/A	
<p>Explanation of anticipated funding process: The replacement of Rescue 1, a 1999 heavy rescue is planned in 2021. The funding for this project has been phased over two years. The department has assessed the operational needs of the department and plans to downsize the heavy rescue which will reduce the replacement cost significantly. The anticipated like replacement would be \$500,000-600,000. The proposed replacement vehicle cost is estimated at \$250,000.</p>		

5.4 : Appropriation / Expenditure Spreadsheet- See attached spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
		\$250,000	\$125,000	\$350,000		\$80,000	\$805,000
Source of Funds							
		CRF/ Warrant Article	CRF/ Warrant Article	CRF/ Warrant Article		CRF/ Warrant Article	CRF/ Warrant Article

Section 6.0 : Additional Notes

Submitted by: Sean P. Toomy Date: September 10, 2020

**WARNER FIRE RESCUE DEPARTMENT
CAPITAL REPLACEMENT PROGRAM**

Equipment Name	Quantity	Purchase Date	Life Span (years)	Age (Year) at Replacement	2020	2021	2022	2023	2024	2025	2026	2027	2028
Engine 1	1	2020	20	20 (2040)									
Engine 2	1	2017	20	20 (2037)									
Tanker 1	1	2001	20	22 (2023)				\$ 350,000.00					
Tanker 2	1	2007	20	21 (2028)									\$ 400,000.00
Tanker 3	1	1982	20	41 (2023) downgrade Tanker 1									
Rescue 1	1	1999	20	22 (2021)	\$ 100,000.00	\$ 150,000.00							
Rescue 2	1	2013	12	12 (2025)						\$ 80,000.00			
Forestry 1	1	1984	15	38 (2022)			\$ 125,000.00						
UTV	1	2016	15	15 (2031)									
TOTAL					\$ 100,000.00	\$ 150,000.00	\$ 125,000.00	\$ 350,000.00	\$ -	\$ 80,000.00	\$ -	\$ -	\$ 400,000.00

Planning Board Alternative Schedule for Fire Department Vehicle Replacement CRF

Equipment	Year in Ser	Life Span	Replacem€	2020	2021	2022	2023
Engine 1	2020	20	20 (2040)				
Engine 2	2017	20	20 (2037)				
Tanker 1	2001	20	22 (2023)				
Tanker 2	2007	20	21 (2028)				
Tanker 3	1982	20	41 (2023)				
Rescue 1	1999	20	22 (2021)	100,000	150,000		
Rescue 2	2013	12	12 (2025)				
Forestry 1	1984	15	38 (2022)			125,000	
UTV	2016	15	15 (2031)				
Total				100,000	150,000	125,000	-
CRF Appropriation			0	100,000	175,000	175,000	150,000
CRF Withdrawal					(250,000)	(125,000)	
CRF Balance				100,000	25,000	75,000	225,000

2024	2025	2026	2027	2028 Total	
					-
					-
350,000					350,000
				400,000	400,000
					-
					250,000
	80,000				80,000
					125,000
					-
350,000	80,000	-	-	400,000	1,205,000
125,000	125,000	125,000	125,000	125,000	1,225,000
(350,000)	(80,000)	-	-	(400,000)	
-	45,000	170,000	295,000	20,000	

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



Project Form
Due Date September 11, 2020

Instructions:

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- Select appropriate Ranking in Section 2.
- Please fill out all appropriate additional information fields. Use "N/A" to indicate areas which are "Not Applicable".

Department : Emergency Management

Project Name : Kearsarge Mountain Rd alternate access Anticipated Start Date : _____

Section 1 : General Description of Project or Item

A Safety issue that needs to be addressed as part of the CIP. There is currently no alternate access off Kearsarge Mountain Rd above Kirtland St. In the event that Kearsarge Mountain Rd becomes blocked, approximately 600+ residents would have no means to evacuate. There have been incident that have closed Kearsarge Mountain Rd above Kirtland St, resulting in resident and the traveling public not being able to access services below. Additionally, emergency services could be delayed in responding to events with the road closed creating a potential life threatening situation. This item has been identified in Warner's Hazard Mitigation Plan. Five Thousand dollars was placed in a Capital Reserve fund in 2020.

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

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

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment		
Vehicle & capital equipment		
Other (specify)		
Total Project Costs		

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		
Existing Capital Reserve		
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
Source of Funds							

Section 6.0 : Additional Notes

Submitted by: _____ Date: _____

Warner Capital Improvements Program Project 2020-2025
Summary of Kearsarge Mountain Road Potential Emergency Egress Alternatives
by Central NH Regional Planning Commission (CNHRPC)
October 2019

PROJECT VALIDATION

After CNHRPC assisted the Town with developing its updated Hazard Mitigation Plan 2019, the Warner Emergency Management Director, Ed Mical, requested CNHRPC to provide information for the Town to begin implementing one of its critical mitigation actions. This task is to identify potential future emergency egress routes off Kearsarge Mountain Road (KMR) since no known existing connection to North Road is readily available. With a population of over 600 people on the mountain, which is about 21% of Warner's population, finding a location for constructing an emergency egress route is essential. With increasing natural disasters impacting Warner, including two tornadoes in three years (May 2018 and July 2015), future disasters could impede travel up or down KMR if the road experiences treefall, downed power lines, a washout, or wildfire. Emergency services may be unable to access those in need while residents may be unable to evacuate.

METHODOLOGY

CNHRPC and Ed Mical utilized Geographic Information System (GIS) technology of map layers and geodatabases for analyzing KMR egress possibilities. The Town's digital tax parcel layer, transportation and hydrography, and the physical constraints of wetlands, floodplains and topography on an aerial imagery base were utilized in this GIS evaluation. Two plausible emergency egress routes emerged between KMR to North Road for further consideration. These two options were mapped and they accompany this summarization to provide a visual perspective for the Planning Board for inclusion into the Capital Improvements Program.

KMR TO NORTH ROAD ROUTE ALTERNATIVES

1) Egress Alternative from Northeast Catholic College to Town Forest

Northeast Catholic College is situated about 2.5 miles from Main Street (NH 103). An emergency egress could be constructed at the back side of the College, perhaps taking advantage of some of the existing skidding tracks from logging where possible, but more likely the construction of a new roadway would be required. The slope appears to be about 18% from the College to the telecommunications tower. The tower has an existing maintained road which can be utilized to fulfill the connection to North Road.

Advantages of an emergency egress at this location include the Town's ownership (Warner Town Forest) of the parcel where the new road would be constructed, and how far the egress alternative is located from Main Street, enabling emergency access to a greater number of people in the event of a KMR blockage incident. The only non-Town landowner from which permission would need to be secured is the College, and from initial reports, they seem interested in the project. A straight emergency egress road from the College across the Town Forest to the tower's road would span about 2,200', but a longer switchback road is likely prudent to keep the slope more reasonable to traverse in all weather

Warner Capital Improvements Program Project 2020-2025
Summary of Kearsarge Mountain Road Potential Emergency Egress Alternatives
by Central NH Regional Planning Commission (CNHRPC)
October 2019

conditions. The primary challenges appear to be steep slopes, and a roadway on a steep grade may prove expensive to build and maintain, particularly if needed during or after severe weather events.

2) Egress Alternative via Utility Easement to Latting Lane

A Town utility easement approximately 2,500' in length is located off Latting Lane, about 1.0 miles from Main Street (NH 103) and situated across from the Mt. Kearsarge Indian Museum. The utility easement cuts through the forest in a cleared track about 30' wide and continues southwest to the North Ridge Housing complex and its cul-de-sac. This facility connects to North Road across from the backside of Market Basket. From Latting Lane to the North Ridge cul-de-sac, the slope is approximately 6%, although the easement track has two or three sharp turns.

Advantages of an emergency egress at this location include the existing filed easement deed, a cleared and maintained track following its length, and a gradual incline. Since Latting Lane enters KMR only 1 mile up the mountain, fewer people would be served during a KMR blockage incident. An egress road's challenges here may be many. The easement appears to pass through at least four parcels and all may have deed restrictions that limit the easement's usage, which is presently underground. The Nichols property, which has its frontage off Split Rock Road, hosts 1,500' of the utility easement, so an emergency access road would effectively bisect the property and limit future development options. There is a section of wetlands an emergency access road would need to cross.

FEASIBILITY STUDY FOR EMERGENCY EGRESS ALTERNATIVES

Moving forward with the project would require the development of a feasibility study which examines in detail the prospective obstacles, points for consideration, whether either of these alternative routes could be constructed, and may include an anticipated cost for each alternative. General issues to consider within the assessment of each egress alternative may include: undertaking a public process, review of zoning and local, State and federal regulations; surveying work; deed research; potential need of new easements; potential land or easement purchase; permits; estimated construction materials and labor; a draft timetable; and a long-term viability and maintenance plan and prospective budget.

The estimate for the Kearsarge Mountain Road Potential Emergency Egress Alternatives Feasibility Study is \$10,000.

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



Project Form
Due Date September 11, 2020

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Department : Energy Committee

Project Name : Main Street Sidewalk Anticipated Start Date : 2021-2022

Section 1 : General Description of Project or Item

The proposed sidewalk would link Warner Village to the commercial retail stores and restaurants at Exit 9 and tie to pedestrian facilities west of North Road. This critical link will enable all users to safely travel from the densely populated residential neighborhoods in the village to the Market Basket Plaza and other retail locations. The project is approximately 3,500 feet in length, will be 5 feet wide and is intended to be within the State of New Hampshire Right-of-Way. Some additional right-of-way or easements may be necessary for shoulder widening and drainage considerations.

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

This is heavily walked corridor with no safe accommodation for non-drivers. The project is long overdue, was included in the Master Plan from 1999, the 2004 Exit 9 Design Charrette, and the Safe Route to School Study from 2006.

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

This project addresses the pedestrian safety issue along Main Street and provide a safe alternative transportation option (walking/running).

Exit 9 is host to collectively the largest group of employees in the area, several of whom walk daily to and from work along Main Street (NH Route 103) from the limited number of apartments and homes that are in the village. We've all seen them – our children and our neighbors - trudging through snow, walking in the rain, and pushing their bikes along the roadway, with inadequate accommodation, as they go do their jobs and run errands.

We've seen our neighbors walking their dogs or taking a walk alongside the edge of Main Street. With 50% of our population being over the age of 44, we've seen that these folks are usually our senior citizens, some of whom live at the senior village down at Exit 9. Is their walking along Main Street between the village and Exit 9 currently safe?

This project improves public health by promoting more physical activity and less frequent motor vehicle usage.

Encourages children whose families live near the sidewalk to walk to school, playgrounds, ballfields, and jobs.

This project will enhance the level of service currently being provided to meet the minimum standard for a walkable Main Street. ADA compliance, inclusion of a variety of users, would be an important part of the proposed project.

We see that the State believed in sidewalks so much that it was part of their design at the new traffic circle. The planning board successfully negotiated with Market Basket (The Liquor Store) and McDonalds to include sidewalks in their construction. The businesses at Exit 9 recognize the pedestrian traffic they are getting and have invested in infrastructure to support them.

We propose we make this section of NH Route 103 into a true extension of Main Street with the sidewalks needed for a safe and walkable Warner. This project will foster workforce development, as walkability always has. This project absolutely addresses the health and safety of Warner residents using the street.

This project is eligible for grants through the Federal Transportation Alternative Program administered by the NHDOT. The project may be eligible for up to 80% of the cost of the project development and construction.

See attached Letter of Interest for the previous round of TAP grant funding.

Section 4 : Additional Justification Narrative

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

All users of Main Street would directly benefit by removing pedestrians from the roadway making travel safer.

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

Infinite. This is a generational project, meaning it will last for the foreseeable future.

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

Yes, collaborating with the Central Regional Planning Commission and the NHDOT for project support and partial funding.

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

Additional future conflicts between corridor users including possible loss of life.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment		
Vehicle & capital equipment		
Other (specify)	See attached grant application from 2018.	
Total Project Costs		\$770,000

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel	Snow removal, 3hours/storm, 10 storms/year, \$20/hour is \$600/year	+\$1,000
Maintenance	Snow removal, see above. Additional wear/replacement for clearing equipment.	+\$500
Other Operating (specify)		
Overall Annual Budget Impact (Indicate + or - and amount)		+\$1,500

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		20%
Existing Capital Reserve		
Grant		80%
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
		\$10,000	\$150,000				
Source of Funds							
		warrant	warrant				

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article		20%
Existing Capital Reserve		
Grant		80%
Loan		
Donations / Private		
Special Assessment		
Other		
Explanation of anticipated funding process:		

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
	\$10,000	\$10,000	\$150,000				
Source of Funds							
	warrant	warrant	warrant				

Section 6.0 : Additional Notes

The Town expects to apply for the next round of TAP grants, which is anticipated over the next 12 months. Assuming that the Town's application is successful, the warrant in 2021 will provide the 20% match for the design of options for the sidewalk. The Town would then pick a design and fund the 20% in 2022 Town Meeting.

Submitted by Warner Energy Committee

Date: October 1, 2020

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



Project Form
Due Date September 11, 2020

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- Please fill out all appropriate additional information fields. Use "N/A" to indicate areas which are "Not Applicable".

Department : _____ LIBRARY _____

Project Name : _____ CARPETS__ – update funding schedule Anticipated Start Date : __2024_____

Section 1 : General Description of Project or Item

(UPDATED SCHEDULE of funding)

Replacement of carpet on both levels of the 1993 section of the library, including contracted service for moving books, shelves and major furniture, and replacement of entry hall specialty rubber/carpet tile.

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

LIFETIME OF existing carpets has already been exceeded (1993 installation)
Condition is currently acceptable but due to major expense advance planning is necessary.

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

As stated in previous years:

Safety or health :if carpet becomes too worn it may become a trip hazard.

Level of service: The carpet has already outlived its expected functional lifetime and will need to be replaced at some point. The cost is beyond the level that would be included in a normal operating budget.

The library is a visitor destination, a location for public events, and a peaceful haven for residents. An unmaintained appearance gives a bad public impression and a less pleasant visitor experience.

Public safety is a requirement at State and Federal levels

Efficiency or improvement in services: Possibility of reconfiguring the layout of the shelving and furnishings when they are returned to location after carpet is installed. This would save on staff time and/or duplicating similar contract services for any desired layout changes.

If layout is changed after carpet is installed, it could be designed to improve effectiveness of or types of services appropriate to the community at that time.

Operating costs: Easier to maintain/ clean. Timely replacement will prevent expenditure on repairs in high traffic areas

Economic development: A well-maintained, attractive library will attract new residents, and enhances the business district by increasing tourist appeal

No grants known.

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

All residents as well as visitors to the library

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

10-15 years with scheduled cleaning, 20 yrs possible if high quality carpet and regular maintenance

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

none

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

Existing carpet was installed in 1993 and will need replacement for safety when wear and tear creates issues. Increased cost due to inflation. Deterioration of functional and esthetic structure of the building may discourage potential residents from moving to Warner. Potential for becoming a hazard

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees		
Real estate acquisition		
Site preparation	Packing, moving, storage and reinstallation of books and furnishings	14,000
Construction		
Furnishings & equipment	Carpet material, removal and installation including entry halls	15,000
Vehicle & capital equipment		
Other (specify)	Staff time supervising move of books and furniture	?
Total Project Costs		29,000

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel		
Maintenance		
Other Operating (specify)	Efficiency of changing room layout at same time would save costs	
Overall Annual Budget Impact (Indicate + or - and amount)		?

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Article	Multiple years, may be delayed due to other fiscal Library CRF needs	100%
Existing Capital Reserve	All is being allocated as for HVAC project at this time	0
Grant		
Loan		
Donations / Private		
Special Assessment		
Other		

Explanation of anticipated funding process:
 Private fundraising and trust funds are already being used to cover services, renovations and furnishings.
 Capital reserve is also needed for major HVAC replacement project and building emergencies

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
				10,000	10,000	9,000	29000
Source of Funds							
Warrant articles		See note	See note	10,000	10,000	9,000	29000

Section 6.0 : Additional Notes

See also CIP for HVAC 2020-2022

The current carpeting installed in 1993 was high quality but has already lasted well beyond life expectancy and is becoming worn in high foot traffic areas. It is possible that it should be done earlier than 2021 but due to other Library CIP requests and priorities we are suggesting the later date.

Carpeting estimates are based on per-unit installation costs from carpet installers and actual costs at other libraries in 2014-2015. Actual cost of installation may be higher depending on quality of carpet and any adjustment for the irregular shape rooms, and annual inflation. Updated quotes will be obtained just prior to the installation year.

The cost of moving books, shelving and large furniture is based on actual quotes and costs for similar libraries (with inflation projected to 2017) using commercial moving companies. Due to the detailed organization of books and the large quantities and weights of materials and furniture, it is not practical to use volunteer or staff for this size project.

Submitted by: Nancy Ladd, Library Director Date: 9/14/2020

Warner Planning Board
Capital Improvements Program (CIP)
2020 through 2025



Project Form
Due Date September 11, 2020

Instructions:

- Please use only one Project Identification Form per CIP Project being identified.
- CIP Projects are defined as any project or item which costs are \$15,000 or more and has a useful life of 3 years or more.
- Select appropriate Ranking in Section 2.
- Please fill out all appropriate additional information fields. Use "N/A" to indicate areas which are "Not Applicable".

Department : LIBRARY

Project Name : HVAC Anticipated Start Date : 2020 planning, 2021 phase 1 installation

Section 1 : General Description of Project or Item

Replacement of heating and cooling systems due to age of existing equipment and availability of more efficient systems.

Updated cost and timeline

1. Urgency of first phase of installation is greater due to increasingly fragile state of existing equipment
2. Quotes received in 2020 indicate much higher cost than estimated previously by Library.

Section 2 : Overall Department Ranking of Project

- 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.

Rationale Behind Ranking of Project :

Increasingly fragile state of existing A/C and heating equipment.
Heat and cooling needed for operation of the library, public and staff health and comfort.

Section 3 : Justification Narrative & Information

Section 3 : Justification Narrative & Information

Please address in detail any of the following that are relevant to this project:

- Does this project address safety or health issues?
- How does this project impact the level of service currently being provided (that is, does it bring the level of service up to an adopted minimum standard; does it maintain, improve, or provide a new level of service?)
- Is this project a response to State or Federal requirements?
- Will completion of this project improve the efficiency of current Town programs or operations?
- Will this project increase capacity in anticipation of future growth?
- Will this project reduce long-term operating costs?
- Will this project provide an incentive for economic development?
- Is the project eligible for grants or matching funds?

Health and safety: Heat and cooling are essential to human health and comfort

Service impact: If the outdated systems fail, during the essential heating or cooling seasons, the library would need to close, or conditions would be uncomfortable at best until repaired or replaced.

Federal and State requirements: climate control is essential to working conditions and public health

Efficiency: Energy savings and reduced staff time troubleshooting problems.

Capacity: not relevant

Operating costs: A new system could be Air-sourced heat exchange units "minisplits" that would handle heating and cooling. These are more energy efficient. Old equipment is becoming costly to repair and maintain.

Economic development: a comfortable library is an asset.

Grants etc: There may be some Eversource incentives

Section 3 : Justification Narrative & Information

Section 4 : Additional Justification Narrative

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

All residents and also other visitors using the library

4.2 : What is the proposed life expectancy of this project? Is this the first phase of many? Please explain.

15-20 yrs – design developed for possibility of a phased installation. Cost estimates are for the whole project.

4.3 : Are there any fiscal benefits of collaborating on this project with another community or outside agency project? Is this a multi-departmental project? If so, please explain.

Possible rebates from Eversource for energy efficient upgrades

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

1. Old AC and heat system elements are requiring more maintenance and repairs, at higher costs due to obsolescence of equipment.
2. Air /hot water heat system elements (air handlers, etc) were installed in 1993. The boiler was replaced in 2009. AC was installed in 2001. A failure of the heat system could cause services to stop or pipes to freeze while waiting for repair or replacement.
3. Newer designs such as Air-sourced heat exchange units (“mini-splits”) offer better energy efficiency.

Section 5 - Financial Details

5.1 : Estimated Project Costs (As applicable. Please attach supporting documentation.)

Aspect of Project	Comments / Details	Cost
Planning / feasibility analysis		
Architecture & engineering fees	Contract for Scope of Work, contractor selection and proposal review \$3000, Energy modeling for Eversource incentives \$1300	4300
Real estate acquisition		
Site preparation		
Construction		
Furnishings & equipment		
Vehicle & capital equipment	Two quotes received 9/2020 for \$109,400 and \$143,262, to be evaluated with consulting engineer.	109,400
Other (specify)	Further engineering costs for additional services during process.	
Total Project Costs		113,700

5.2 : Estimated Impacts to Future Budgets (Please attach supporting documentation.)

Budget Area	Comments / Details	Cost Difference
Personnel	Less time by Library Director in arranging for repairs to old equipment	?
Maintenance	Should be lower for repairs, annual maintenance fee unknown.	?
Other Operating (specify)	More energy efficient. Avoid temporary closure or damage if system fails.	?
Overall Annual Budget Impact (Indicate + or - and amount)		Reduced \$

5.3 : Anticipated Sources of Funding

Source	Comments / Details	Percent or Amount
General Fund		
Separate Warrant Articles	Additions to Library Building Capital Reserve Fund	89,300
Existing Capital Reserve	Depends on amount needed to cover COVID 19 adaptations in 2020	24,400
Grant		
Loan		
Donations / Private	Private fundraising and existing trust funds are already being used to cover many services, renovations and furnishings.	0
Special Assessment		
Other	Eversource incentive program if applicable	?

Explanation of anticipated funding process:

Annual amount added to Capital Reserve and an additional warrant article if installation urgently needed before all funds are in Reserve.

Some Library Capital Reserve funds will also be needed for anticipated carpeting project, and building emergencies

5.4 : Appropriation / Expenditure Spreadsheet

	2020	2021	2022	2023	2024	2025	Total
Expenditure							
Plans & phases	4300	70,000	39,400				113,700
Source of Funds							
Warrant articles	10,000	50,000	39,300				99,300
Available CRF	14,400						14,400
Eversource incentive		?	?				

Section 6.0 : Additional Notes

- 1. DRAFT costs: The two quotes have not been discussed with the consulting engineer at this time. Modifications may be made that change the costs. Numbers shown on this form are assuming the project with the lower quote is acceptable.**
- 2. Warrant article funding for CRF for carpet project is also needed, but may need to be deferred.**
- 3. Amount requested in suggested warrant articles may be reduced slightly if project is eligible for Eversource incentives.**
- 4. Proportions in each warrant article may change depending on final decision on installation phases.**

Submitted by: _____ Date: _____