CAPITAL IMPROVEMENTS PROGRAM COMMITTEE

RECOMMENDATIONS for 2020 CAPITAL FUNDING
SUMMARY and DETAIL SCHEDULES

December 4, 2019

Committee Members

Steven Bittel, Chair

Deborah Davis	**Lynn Rust**
Larry Crowder	**Jane Johnson - Planning Board Rep.**
Bruce Bohannon	**Sly Karasinski - Selectman Rep.**

CIPC - 2020 BUDGET
COMMENTS

Annual Reserve Cash Appropriations via Warrant Article:

Year-over-year there is $32,000 decrease (-5.4%).

Significate movements within that number are:

Town Hall improvement reduction is offset for the next three years by acquiring and implementing an integrated GIS system. After that they will be offset by major renovation debt service.

Large and recurring increases in DPW (Road Rehab. and Equipment) of $100,000 are offset by elimination of special (limited time) contributions to Whitcomb Hall and the Carpenter Home of $135,000.

DPW cash reserve budgets exceed 2019 budgeted numbers by $100,000 /year. (Road Rehab. and Equipment)

Cash appropriations are now budgeted at essential static levels over the next six years.

Annual Debt Service (Principal + Interest)**:**

Year-over-year there is an $85,000 increase (+32%), and that is mitigated by the SCBA current lease ending. SCBA lease will come back.

Primarily due to one-half year servicing of the new Fire Station debt of $2.75 million; a similar increase will occur in 2021.

However, the increase represents a decrease in the 2019 Budgeted Commitment of $35,000.

Six Year Trends:

Three future bond issues are contemplated for buildings: Town Hall, Recycling and DPW (average of $650,000/issue).

Annual debt service would double from 2020/2021 levels (from approximately $350,000 to $640,000).

An increase of $135,000 from 2019 budgeted commitments, most of which results from DPW's annual reserve use.

Annual Total Capital Commitment (Reserve Appropriations + Debt Service)**:**

Year-over-year there is $53,000 increase (6.1%).

Seven year Total Commitment increases by $280,000 (32.7%).

Although increase of only $65,000 (averaged year) from 2019 budgeted 6-year commitments.

Observations and Notes:

Recreation uses $25K for capital projects from its Revolving Fund each budget year.

Road Rehab is essentially balanced, but:

We need participation agreement with Snow Sidewalk Committee for extensive use of Snow's sidewalk fund.

There are NO reserves. Full use of Muni Trans Funds.

Imbalances inter-years 2023>.

DPW Equipment:

Still a 2021-2022 funding imbalance.

Road grader may have to be financed (complicates Fire Station approval and increases strained debt burden).

Snow Sidewalk Fund used - needs approval for sidewalk plow.

Rail Trails excavator will require 100% fund raising.

Known unknows:

Estimates for Town Hall, Recycling and DPW renovations are undetermined placeholders.

Roads: Webber Hill erosion and California Brook vs. grants are undetermined.

Future needs of recycling streams/economics are undetermined.

Regional medical response solution is undetermined.

Cost of Richardson Park foundation repair/replacement is not determined.

Proposed new Sidewalks (other than West Swanzey) placeholder for discussion. Costs not determined.

Swanzey CIPC
2020 CASH CAPITAL BUDGET

Department	Estimated Balance 12/31/19	Contributions Actual 2019	Contributions 2020 Recommend	Contributions 2020 Incr.(Decr.)	Major Net Increase Causes Comments
DPW:					
Equipment	200,000	110,000	160,000	50,000	Needs adjustments
Facilities	103,000	-	-	-	
Cemetery Expansion	67,265	-	-	-	
Road Reconst.	347,000	100,000	150,000	50,000	No reserves
Muni Trans Fund	300,000	-	-	-	
Town Sidewalks	-	-	-	-	New Fund; need to investigate grants
Town Dams	233,000	-	10,000	10,000	Upper Wilson Pond
Town Bridges	194,000	40,000	40,000	-	
Covered Bridges	89,000	5,000	5,000	-	
Emergency Mgmt.:					
Facilities	42,000	-	-	-	
Communications	103,000	20,000	5,000	(15,000)	More aggressive use of grants
Fire:					
Trucks	220,000	5,000	15,000	10,000	
Ponds	44,000	15,000	25,000	10,000	Old Richmond pond increase
Tools	65,000	20,000	20,000	-	
Station Maint.	16,000	-	-	-	
Fire Station Reserve	240,000	-	-	-	Old annual Maintenance contrib.
Police:					
Cruisers	23,000	30,000	40,000	10,000	Return to 2018 level
SD Cruiser Revolver	25,000	-	-	-	
IMS	26,000	3,000	3,000	-	
Facilities	9,000	3,000	3,000	-	

Swanzey CIPC
2020 CASH CAPITAL BUDGET

Town Hall:					
Repairs & Expansion	110,500	60,000	-	(60,000)	Decrease due to bonding
IMS	28,000	15,000	75,000	60,000	GIS system
Rail Trails	-	-	-	-	New Fund; needs undetermined
Recreation	65,000	20,000	10,000	(10,000)	Assumes use of Revolving Fund
Recycling Center:					
Facilities Reserve	-	-	-	-	
Revolver	480,000	-	-	-	
Libraries:					
Mt. Caesar Library	18,000	3,000	-	(3,000)	Stated needs funded
Stratton Free Library	11,000	-	1,000	1,000	
		449,000	562,000	113,000	25.2% Increase(Decrease)
Other Accounts:					
Carpenter Home	44,000	45,000	-	(45,000)	
Conservation Land	193,000	10,000	-	(10,000)	Stated needs funded
Grange Hall	-	-	-	-	New Fund; needs undetermined
Whitcomb Hall	143,000	90,000	-	(90,000)	
		145,000	-	(145,000)	-100% Increase(Decrease)
Grand Total		594,000	562,000	(32,000)	-5.4% Increase(Decrease)

Swanzey CIPC
7 YEAR CAPITAL INCLUSIVE BUDGET SUMMARY

Department	2019	2020	2021	2022	2023	2024	2025
CR/ET Direct Cash Appropriations:							
DPW:							
Equipment	110,000	160,000	160,000	160,000	160,000	160,000	160,000
Facilities	-	-	-	-	-	-	-
Cemetery Expansion	-	-	-	-	-	-	-
Road Reconst.	100,000	150,000	150,000	150,000	150,000	150,000	150,000
Muni Trans Fund	-	-	-	-	-	-	-
Town Sidewalks	-	-	-	15,000	15,000	15,000	15,000
Town Dams	-	10,000	10,000	10,000	10,000	10,000	10,000
Town Bridges	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Covered Bridges	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Emergency Mgmt.:	-						
Facilities	-	-	-	-	-	-	-
Communications	20,000	5,000	5,000	5,000	5,000	5,000	5,000
Fire:							
Trucks	5,000	15,000	15,000	15,000	15,000	15,000	15,000
Ponds	15,000	25,000	20,000	20,000	20,000	20,000	20,000
Tools	20,000	20,000	20,000	20,000	20,000	5,000	5,000
Station Maint.	-	-	-	-	-	-	-
Fire Station Cap Reserve	-	-	-	-	-	-	-
Police:							
Cruisers	30,000	40,000	40,000	40,000	40,000	40,000	40,000
SD Revolver	-	-	-	-	-	-	-
IMS	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Facilities	3,000	3,000	3,000	3,000	3,000	3,000	3,000

Swanzey CIPC

7 YEAR CAPITAL INCLUSIVE BUDGET SUMMARY

Department	2019	2020	2021	2022	2023	2024	2025
Town Hall:							
Repairs & Expansion	60,000	-	5,000	5,000	5,000	5,000	5,000
IMS	15,000	75,000	75,000	75,000	25,000	25,000	25,000
Rail Trails	-	-	-	-	-	-	-
Recreation	20,000	10,000	10,000	10,000	10,000	10,000	10,000
Recycling Center:							
Reserve	-	-	-	-	-	-	-
Revolver	-	-	-	-	-	-	-
Libraries:							
Mt. Caesar Library	3,000	-	-	-	-	-	-
Stratton Free Library	-	1,000	1,000	1,000	1,000	1,000	1,000
	449,000	562,000	562,000	577,000	527,000	512,000	512,000
Other Accounts:							
Carpenter Home	45,000	-	-	-	-	-	-
Conservation Land	10,000	-	-	-	-	-	-
Grange Hall	-	-	-	-	-	-	-
Whitcomb Hall	90,000	-	-	-	-	-	-
	145,000	-	-	-	-	-	-
Total Direct Cash	**594,000**	**562,000**	**562,000**	**577,000**	**527,000**	**512,000**	**512,000**
	-	-					

Swanzey CIPC
7 YEAR CAPITAL INCLUSIVE BUDGET SUMMARY

Department	2019	2020	2021	2022	2023	2024	2025
Annual Bond Debt Service (P+I):							
Authorized Debt Service:							
2014 - SCBA Lease	32,164	-	-	-	-	-	-
2017 - Police Station	47,150	47,150	47,150	47,150	47,150	47,150	47,150
2018 - Fire Truck/Dams	77,807	75,770	73,220	72,737	74,805	76,617	73,302
2018 - Cardiac Monitors	7,000	14,000	14,000	14,000	7,000	-	-
2019 - Rehab. Roads	102,109	95,840	98,545	96,640	97,835	99,775	96,460
2020 - Rehab. Roads	-	48,110	96,221	96,221	96,221	96,221	96,221
	266,230	280,870	329,136	326,748	323,011	319,763	313,133
Proposed Debt Service (P+I):							
2020 - Station 2	-	70,151	140,303	140,303	140,303	140,303	140,303
2022 - Town Hall	-	-	-	18,664	37,328	37,328	37,328
2022 - Cardiac Monitors	-	-	-	6,496	6,496	6,496	6,496
2023 - DPW	-	-	-	-	17,738	35,476	35,476
2023 - Recycle	-	-	-	-	24,833	49,667	49,667
2024 - SCBAs	-	-	-	-	-	32,320	32,320
2025 - Fire Truck	-	-	-	-	-	-	24,833
	-	70,151	140,303	165,463	226,699	301,591	326,424
Total CAPEX Debt Service	**266,230**	**351,022**	**469,439**	**492,211**	**549,709**	**621,353**	**639,557**
Cash (prior page) + Debt Service	**860,230**	**913,022**	**1,031,439**	**1,069,211**	**1,076,709**	**1,133,353**	**1,151,557**
						6 yr. avg.	1,062,548
Yr/Yr Increase (Decrease)		52,792	118,417	37,772	7,499	56,644	18,203
Accum. Increase over Base Year		52,792	171,209	208,981	216,479	273,123	291,327

Budget Deltas

	2019	2020	2021	2022	2023	2024	2025
Cash + Debt Service:							
2020 Budget	860,230	913,022	1,031,439	1,069,211	1,076,709	1,133,353	1,151,557
2019 Budget	832,021	948,748	951,342	975,892	971,947	997,267	N.A.
Yr/Yr Increase (Decrease)	28,209	(35,726)	80,097	93,319	104,762	136,086	

Swanzey CIPC
7 YEAR CAPITAL INCLUSIVE BUDGET SUMMARY

BOND SUMMARY:

	Term/yrs.	Rate	Original Par	Level Annual Debt Serv.	Last Payment
Authorized Debt:					
2014 - SCBA Lease	7	3.00%	200,742	-	2020
2017 - Police Station	10	3.00%	415,000	47,150	2027 ($24,300)
2018 - Fire Truck/Dams	10	3.50%	680,000	73,220	2029
2018 - Cardiac Monitors	5	3.00%	68,000	14,000	2023
2019 - Rehab. Roads	20	2.60%	1,500,000	97,132	2038
2020 - Rehab. Roads	20	2.50%	1,500,000	96,221	2039
			4,363,742	327,723	
Proposed Debt: (Authorization Year)					
2020 - Station 2	30	3.00%	2,750,000	140,303	
2022 - Town Hall	25	3.00%	650,000	37,328	
2022 - Cardiac Monitors	5	3.00%	29,750	6,496	
2023 - DPW	25	5.00%	500,000	35,476	
2023 - Recycle	25	5.00%	700,000	49,667	
2024 - SCBAs	7	3.50%	197,625	32,320	
2025 - Fire Truck	25	5.00%	700,000	49,667	
Other			-	-	
			5,527,375	351,257	
			9,891,117	678,980	
			Reduces over time		

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: HIGHWAY and CEMETERY EQUIPMENT

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Chipper	Replace 25 year old chipper with a more modern version that has a winch to make it safer and more efficient	70,000							
F550 Dump Truck	Road Maint (replaces 2004)	95,000						1T Pickup - 2027	20,000
Road Grader	See notes on following page	200,000							
Int'l. Dump Truck	Road Maint (replaces 2007)		175,000					Int'l Dump - 2028	180,000
F350 Pick Up	Road Maint (replaces 2006)		60,000					Int'l Dump - 2031	185,000
Excavator	Shared with RTAC, 50% grant and other fundraising possible								???
Sidewalk Tractor	Sidewalk Plowing				150,000				
F550 Dump Truck	Road Maint (Replaces 2013)				110,000				
Loader						125,000			
Backhoe							110,000		
Other - Mowers, etc.	Cem. and Town Property								
								TOTAL	
	Totals	365,000	235,000	-	260,000	125,000	110,000	1,095,000	385,000
								-	
								1,095,000	
								6	yrs.
								182,500	

2019 Contribution	110,000					
Balance, Beginning of Year	200,000	(5,000)	(80,000)	80,000	30,000	65,000
CIP Cash Contributions	160,000	160,000	160,000	160,000	160,000	160,000
Grants	-	-	-	-	-	-
Snow Sidewalk Fund	-	-	-	50,000	-	-
Disbursements	(365,000)	(235,000)	-	(260,000)	(125,000)	(110,000)
Balance, End of Year	(5,000)	(80,000)	80,000	30,000	65,000	115,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: HIGHWAY and CEMETERY EQUIPMENT

Road Grader Notes:

Price: Range: $165K Used; $285K New.

Cost/Year:

	Used	Premium Used	New
Cost	165,000	200,000	285,000
Useful Life (years)	20	25	30
Cost/Year	8,250	8,000	9,500

Status: It is getting difficult to find parts for the current grader, which is close to 30 years old.

General Use: Maintaining dirt roads, ditches, weather, etc.

Special Use: The proposed road budgets (both capital and operating) assume substantial levels of DPW direct participation. Such participation includes a functioning road grader. On the capital side, just ditching efforts alone are budgeted as follows:

Road Rehabs requiring major ditching:	
Holbrook	34,000
Talbot Hill	84,000
Marcy/Fox/Sugar	120,000
Christian Hill	40,000
	278,000
Estimated Town vs. Contractor Work	67%
Savings to Capital	186,260

The above savings are reflected in the road budget in this presentation.

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: DPW FACILITIES

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
DPW Roof		40,000							
Minimal improvements to 120 Pine Street		10,000							
Build storage area	Replace garage at Whitcomb Hall and have additional storage/work areas under cover				120,000				
Major Facility Upgrade	TBD			10,000	400,000				
	Totals	50,000	-	10,000	520,000	-	-		

2019 Contribution	-						
Balance, Beginning of Year	103,000	53,000	53,000	43,000	23,000	23,000
CIP Cash Contributions	-	-	-	-	-	-
Bonding	-	-	-	500,000	-	-
Disbursements	(50,000)	-	(10,000)	(520,000)	-	-
Balance, End of Year	53,000	53,000	43,000	23,000	23,000	23,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: CEMETERY EXPANSION

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Erosion mitigation -- Mt. View			40,000						
Wall repair -- Oak Hill			10,000						
Tree work			5,000			5,000			
	Totals	-	55,000	-	-	5,000	-		

2019 Contribution	-

Balance, Beginning of Year	67,265	67,265	12,265	12,265	12,265	7,265
CIP Cash Contributions	-	-	-	-	-	-
Disbursements	-	(55,000)	-	-	(5,000)	-
Balance, End of Year	67,265	12,265	12,265	12,265	7,265	7,265

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: DPW Road Rehab Reconstruction

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

Item	Comment/Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Holbrook Avenue	Reconstruction	500,000						Corey Pond	100,000
Woodale Avenue	Reconstruction	75,000						Franklin Mtn Crossing	90,000
East Shore Road	Reconstruction	150,000							
Pine Street	Reconstruction	390,000							
South Winchester Street	Reconstruction/Repave (50% grant received)	610,000							
West Street (east side)	Reconstruction (50% grant received)	270,000							
Swanzey Street	Reconstruction (50% grant received)	70,000							
North Winchester Street	Reconstruction				450,000				
Talbot Hill Road	Reconstruction		500,000						
Davis Street	Reconstruction		75,000						
Marcy Hill / Fox Run / Sugar Hill	Reconstruction/Repave			760,000					
Spring Street	Reconstruction					200,000			
Christian Hill Road	Reconstruction								500,000
Prospect Street	Reconstruction						75,000		
California St. / California Brook Road	Reconstruction								???
Webber Hill	Erosion -- Under Study							TOTAL	???
All items are inclusive of design costs.	**Totals**	2,065,000	575,000	760,000	450,000	200,000	75,000	4,125,000	690,000
								6	yrs
PRIORITY PROJECTS	2019 Contribution	100,000						687,500	Spend Rate

Balance, Beginning of Year	347,000	588,000	203,000	(2,000)	(67,000)	(17,000)	
CIP Cash Contributions	150,000	150,000	150,000	150,000	150,000	150,000	
Snow Sidewalk Fund	145,000	40,000	80,000	60,000	50,000	-	
Northern Counties Grant (see abov	475,000	-	-	-	-	-	
MAST Grant (Sidewalks)	36,000	-	-	-	-	-	
2020 Bond Proceeds	1,500,000	-	-	-	-	-	
Use of Muni Trans Funds	-	-	325,000	175,000	50,000	50,000	Maxed
Disbursements	(2,065,000)	(575,000)	(760,000)	(450,000)	(200,000)	(75,000)	
Balance, End of Year	588,000	203,000	(2,000)	(67,000)	(17,000)	108,000	
Muni Trans Balance	350,000	400,000	125,000	-	-	-	No Reserves
Snow Sidewalk Fund Balance	80,000	90,000	60,000	-	-	50,000	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: DPW Municipal Transportation Snow Sidewalk Funds

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Transfer to Road Rehab.			-	325,000	175,000	50,000	50,000		
Transfer to Rail Trails	Some funds may have to be allocated to the Rail Trails or other grant matches.								???
								TOTAL	
	Totals	-	-	325,000	175,000	50,000	50,000	600,000	

Muni Trans:

Balance, Beginning of Yea	300,000	350,000	400,000	125,000	-	-	
Contributions	50,000	50,000	50,000	50,000	50,000	50,000	Via MV Reg. Fees
Disbursements	-	-	(325,000)	(175,000)	(50,000)	(50,000)	
Balance, End of Year	350,000	400,000	125,000	-	-	-	

Snow Sidewalk Fund:

Balance, Beginning of Yea	175,000	80,000	90,000	60,000	-	-
Income	50,000	50,000	50,000	50,000	50,000	50,000
Disbursements:						
Plow Tractor	-	-	-	(50,000)	-	-
Sidewalks	(145,000)	(40,000)	(80,000)	(60,000)	(50,000)	-
Balance, End of Year	80,000	90,000	60,000	-	-	50,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: DPW Road Maintenance (OPERATING A/C)

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

Item	Comment/Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Birch (AKA Massey)	Repave	76,000							
Denman Thompson	Repave	68,000							
Carlton (covered bridge to Whitcomb)	Repave	72,000							
Cross	Chip seal		3,000						
Sawmill	Chip seal		17,000					GENERAL FUND MAINTENANCE - NOT CAPITAL BUDGET FOR INFORMATION ONLY	
Westbrook	Chip seal		29,000						
Katie	Repave		115,000						
Taft	Repave		35,000						
Aldrich	Repave		25,000						
Morningside	Repave			22,000					
Hutch	Repave			28,000					
Arrowcrest	Repave			46,000					
Westport Village	Repave			68,000					
Forest	Chip seal			65,000					
Cram Hill	Repave				100,000				
Pebble Hill	Repave				80,000				
Dunn Hill	Repave				56,000				
West (west of Rt 10)	Repave					250,000			
Joslin	Repave						30,000		
Day	Repave						35,000		
Ridge	Repave						40,000		
TBD	Repave / Chip Seal						150,000		
	Totals	216,000	224,000	229,000	236,000	250,000	255,000		-

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: SIDEWALKS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

NEW FUND

Item	Comment/Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Sidewalk Improvements	Area near Rt. 32 / Sawyers Crossing Road Roundabout to be repaved cost effectively during larger project			25,000					
Sidewalk Expansions	From existing Rt. 32 sidewalk north past post office towards Swanzey Neighbors store				25,000			**Amounts are placeholders for future discussion only.**	
Sidewalk Expansions	From existing Sawyers Crossing sidewalk to Cresson Covered Bridge					25,000			
Sidewalk Expansions	Improvements to existing sidewalk system along Rt. 12						25,000		
Sidewalk Expansions	Improvements to existing sidewalk system along Rt. 12								25,000
Sidewalk Expansions	Improvements to existing sidewalk system along Rt. 12							Program ends 2027	25,000
								TOTAL	
	Totals	-	-	25,000	25,000	25,000	25,000	100,000	50,000

2019 Contribution	-						
Balance, 2019	-	-	-	-	-	-	
CIP Cash Contributions	-	-	15,000	15,000	15,000	15,000	This fund covers sidewalks not eligible for the Snow (West Swz) Sidewalk Fund.
Financing	-	-	-	-	-	-	
Grants	-	-	10,000	10,000	10,000	10,000	
Other	-	-	-	-	-	-	
Disbursements	-	-	(25,000)	(25,000)	(25,000)	(25,000)	
Balance, End of Year	-	-	-	-	-	-	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: TOWN DAMS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Upper Wilson Pond Dam	Engineering (35% Town, 65% FEMA)	35,000							
Upper Wilson Pond Dam	Improvements (35% Town, 65% FEMA)		200,000					SUBJECT TO GRANT RECEIPT	
Swanzey Lake Dam	Repair. DES is requiring that we engage a consultant to review the dam and assess its condition by 8/2022, and if repairs are warranted make them by 9/2024. Cost is a guess at this point.						150,000		
								TOTAL	
	Totals	35,000	200,000	-	-	-	150,000	385,000	-

2019 Contribution	-						
Balance, Beginning of Year	233,000	208,000	18,000	28,000	38,000	48,000	
CIP Cash Contributions	10,000	10,000	10,000	10,000	10,000	10,000	
State/Federal Funding	-	-	-	-	-	-	
FEMA Grant	-	-	-	-	-	-	Is 35K net or gross?
Bonding	-	-	-	-	-	-	
Disbursements	(35,000)	(200,000)	-	-	-	(150,000)	
Balance, End of Year	208,000	18,000	28,000	38,000	48,000	(92,000)	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: BRIDGES - OTHER THAN COVERED

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Items after 2025 over $50,000 Amount
Christian Hill Road	Reconstruction *		150,000						
Forest Avenue	Upsize culvert that is undersized, likely resulting in bridge classification. Costs preliminary. *					150,000			
California Brook Road	Upsize culvert that is undersized, likely resulting in bridge classification. Costs preliminary and grants are being explored. *						150,000		
Denman Thompson (Steel)	Replace Decking								30,000
	* Town portion only							TOTAL	
	Totals	-	150,000	-	-	150,000	150,000	450,000	30,000

* Estimated net of state/federal funding.

6 yrs.

75,000

2019 Contribution	40,000					
Balance, Beginning of Year	194,000	126,603	16,603	56,603	96,603	36,603
Less: Rabbit Hollow Bridge *	(107,397)	-	-	-	-	-
Net to 12/31/19	86,603					
CIP Cash Contributions	40,000	40,000	40,000	40,000	40,000	40,000
Additional Grants	-	-	-	-	50,000	50,000
Bonding	-	-	-	-	-	-
Disbursements	-	(150,000)	-	-	(150,000)	(150,000)
Balance, End of Year	126,603	16,603	56,603	96,603	36,603	(23,397)

* Full Town cost was $152,000.

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: COVERED BRIDGES

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Items after 2025 over $50,000 Amount
Thompson Bridge	Painting	30,000							
Carlton Bridge	Replace Decking		20,000						
Cresson Bridge	Replace Decking			30,000					
Slate Bridge	Replace Decking					30,000			
								TOTAL	
	Totals	30,000	20,000	30,000	-	-	-	80,000	-
								6	yrs.
								13,333	

2019 Contribution	5,000					
Balance, Beginning of Year	89,000	64,000	49,000	24,000	29,000	34,000
CIP Cash Contributions	5,000	5,000	5,000	5,000	5,000	5,000
Disbursements	(30,000)	(20,000)	(30,000)	-	-	-
Balance, End of Year	64,000	49,000	24,000	29,000	34,000	39,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: EMERGENCY MANAGEMENT

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
EM Facilities:									-
Town Hall Generator		20,000							
Communications:									
Police Dual Band Repeater	Covered by Insurance								
Fire - 3 base stations, 45 portable radios, & 15 mobile radios	Replace all department radios - Communication ETF				180,000				
Police - Portable Radios					25,000				
								TOTAL	
	Totals	20,000	-	-	205,000	-	-	225,000	-
								6	yrs.

2018 Contributions:	EM Facilities	-
	EM Communications	20,000

EM Facilities:						
Balance, Beginning of Year	42,000	22,000	22,000	22,000	22,000	22,000
CIP Cash Contributions	-	-	-	-	-	-
Expenditures	(20,000)	-	-	-	-	-
Ending Balance	22,000	22,000	22,000	22,000	22,000	22,000
Emergency Communications:						
Balance, Beginning of Year	103,000	108,000	113,000	118,000	8,000	13,000
Grants	-	-	-	90,000	-	-
CIP Cash Contributions	5,000	5,000	5,000	5,000	5,000	5,000
Expenditures	-	-	-	(205,000)	-	-
Ending Balance	108,000	113,000	118,000	8,000	13,000	18,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: FIRE TRUCKS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Replace Brush Truck	Current brush truck is from 1985, in poor condition and is unsafe; pending BOS direction	150,000						Water Rescue Trailer (2026)	10,000
Used Ambulance	To allow department to provide backup coverage	75,000						Replace Squad 1 Yukon (2026)	75,000
Replace OHRV	Replace Ranger					30,000		Replace Squad 2 Yukon (2028)	78,000
Engine 2 (2000) replacement							700,000		
Replace 2000 ladder truck with used replacement (2025>)									500,000
Replace Squad 3 Yukon	Replace if an ambulance is not purchased								70,000
								TOTAL	
	Totals	225,000	-	-	-	30,000	700,000		733,000

2019 Contribution	5,000						
Balance, Beginning of Year	220,000	10,000	25,000	40,000	55,000	40,000	
CIP Cash Contributions	15,000	15,000	15,000	15,000	15,000	15,000	(Revised 12/11/19)
Bonding	-	-	-	-	-	700,000	
Grants	-	-	-	-	-	-	
Disbursements	(225,000)	-	-	-	(30,000)	(700,000)	
Balance, End of Year	10,000	25,000	40,000	55,000	40,000	55,000	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: FIRE PONDS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Reclaim Old Richmond Road Fire Pond & add dry hydrant	Based on opinion of cost from engineering firm	50,000							
Reclaim Old Richmond Road Fire Pond & add dry hydrant	Engineering and permitting - will be completed in 2019	18,000							
Improve / repair existing hydrants	Slate Bridge, Swanzey Lake, Sawmill Lane, Flat Roof Mill Road, Owens Drive, Pilgrim Pines, Barden Circle		20,000	20,000					
Install new dry hydrants	Sawyers Crossing, Arrowcrest, Warmac, South Road, etc.				15,000	15,000	15,000		
								TOTAL	
	Totals	68,000	20,000	20,000	15,000	15,000	15,000	153,000	-
								6	
	2019 Contribution	15,000						25,500	

Balance, Beginning of Year	44,000	1,000	1,000	1,000	6,000	11,000
CIP Cash Contributions	25,000	20,000	20,000	20,000	20,000	20,000
Disbursements	(68,000)	(20,000)	(20,000)	(15,000)	(15,000)	(15,000)
Balance, End of Year	1,000	1,000	1,000	6,000	11,000	16,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: FIRE TOOLS EQUIPMENT

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Gear Extractor	Station 3	5,000							
Miscellaneous Equipment	Various pieces of equipment for stations and apparatus, including replacing hose	20,000	10,000	5,000	5,000	5,000	5,000		
SCBA Filling Station & Compressor		45,000							
SCBA Mobile Filling Station	To be located in heavy rescue		25,000						
Cardiac Monitor	Lease			35,000					
SCBAs	Purchase 30 units at $7,750					232,500			
								TOTAL	
	Totals	70,000	35,000	40,000	5,000	237,500	5,000	392,500	-

2019 Contribution	20,000						
Balance, Beginning of Year	65,000	25,500	15,750	1,750	17,500	53,125	
CIP Cash Contributions	20,000	20,000	20,000	20,000	5,000	5,000	
Grants - 15% of Costs	10,500	5,250	6,000	750	35,625	750	
Lease	-	-	-	-	232,500	4,250	
Disbursements	(70,000)	(35,000)	(40,000)	(5,000)	(237,500)	(5,000)	
Balance, End of Year	25,500	15,750	1,750	17,500	53,125	58,125	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: FIRE STATIONS CAPITAL RESERVE (New 2019)

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Station 3 new efficient heat system		20,000			-	-	-		
Station 3 Roof replacement		40,000							
Station 3 upstairs second means of egress	Construct an enclosed second means of egress from the 2nd story	10,000							
Exhaust Treatment System	Station 1 - grant may be available	50,000							
Exhaust Treatment System	Station 2 - Omitted new station	-							
Exhaust Treatment System	Station 3 - grant may be available	50,000							
A&E Work	Stations 1 and 3	-		10,000					
Fire Suppression System in Station 3			100,000						
A&E Work - Station 2		15,000							
Station 2	Placeholder				2,750,000				
								TOTAL	
	Totals	185,000	100,000	10,000	2,750,000	-	-	3,045,000	-

2019 Contribution	-						
Balance, Beginning of Year	240,000	91,000	11,000	1,000	1,000	1,000
CIP Cash Contributions	-	-	-	-	-	-
ET Transfer	16,000					
Bonds (Placeholder)	-	-	-	2,750,000	-	-
Grants	20,000	20,000	-	-	-	-
Disbursements	(185,000)	(100,000)	(10,000)	(2,750,000)	-	-
Balance, End of Year	91,000	11,000	1,000	1,000	1,000	1,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: FIRE and RELATED FACILITIES

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Various to close account		16,000							
								TOTAL	
	Totals	16,000	-	-	-	-	-	16,000	-

2019 Contribution	-						
Balance, Beginning of Year	16,000	-	-	-	-	-	
CIP Cash Contributions	-	-	-	-	-	-	
Grants	-	-	-	-	-	-	
Disbursements To Fire Sta. CR	(16,000)	-	-	-	-	-	
Balance, End of Year	-	-	-	-	-	-	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: POLICE CRUISERS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Annual Cruiser Replacement		30,000	30,000	30,000	30,000	30,000	30,000		
Additional Cruiser				30,000			30,000		
Cruiser Refurbish	Refurbish an investigator's car rather than purchase an additional new cruiser in 2021/2022	10,000							
One cruiser (at $30,000; 3 year life) will be purchased every year, and an additional cruiser will be purchased every 3rd year from the Capital Reserve. All cruisers will be equipped (net cost, $20,000) from the Special Duty Revolving Fund.									
								TOTAL	
	Totals	40,000	30,000	60,000	30,000	30,000	60,000	250,000	-

Special Duty Revolving Fund:	
12/31/19 est. balance	25,000
Estimated annual contribution	10,000

2019 CR Addition	30,000					
Balance, Beginning of Year	23,000	23,000	33,000	13,000	23,000	33,000
CIP Cash Contributions	40,000	40,000	40,000	40,000	40,000	40,000
Expenditures	(40,000)	(30,000)	(60,000)	(30,000)	(30,000)	(60,000)
Ending Balance	23,000	33,000	13,000	23,000	33,000	13,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: POLICE IMS and FACILITIES

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Amount
Server				25,000					
Other IT			6,000		6,000		6,000		
Station Major Repairs					10,000				
Portable Radios								See Emg. Com	
Dual Band Repeater								See Emg. Com	
								TOTAL	
	Totals	-	6,000	25,000	16,000	-	6,000	53,000	-

2019 Addition - Police IMS	3,000
2019 Addition - Police Facilities	3,000

Police IMS:

Balance, Beginning of Year	26,000	29,000	26,000	4,000	1,000	4,000
CIP Cash Contributions	3,000	3,000	3,000	3,000	3,000	3,000
Expenditures	-	(6,000)	(25,000)	(6,000)	-	(6,000)
Ending Balance	29,000	26,000	4,000	1,000	4,000	1,000

Police Facilities:

Balance, Beginning of Year	9,000	12,000	15,000	18,000	11,000	14,000
CIP Cash Contributions	3,000	3,000	3,000	3,000	3,000	3,000
Expenditures	-	-	-	(10,000)	-	-
Ending Balance	12,000	15,000	18,000	11,000	14,000	17,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: TOWN HALL IMS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

Item	Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Items after 2025 over $50,000 Amount
Town Clerk Software Replacement	Replace the Town Clerk's current BMSI software with Avitar, similar to what has been installed in the Tax Collector and Assessing offices	10,500							
Town website upgrade	Improve the quality and functionality of the Town's website	10,000							
Financial Software Replacement	The Town's current financial software BMSI is DOS based, is antiquated, and has significant limitations. Although a review of new softwares has not yet begun because other software updates are a higher priority, options should be reviewed in the mid to later years of this plan.			30,000					
GIS & Tax Map Upgrade	Full update of the Town's tax maps, including matching maps to reality using new, custom aerial photography. To be done and paid over three years. Should be done between revaluations	75,000	75,000	75,000					
Replacement of 2018 servers							50,000		
								TOTAL	
	Totals	95,500	75,000	105,000	-	-	50,000	325,500	-

2019 Contribution	15,000						
Balance, Beginning of Year	28,000	7,500	7,500	(22,500)	2,500	27,500	
CIP Cash Contributions	75,000	75,000	75,000	25,000	25,000	25,000	
Finance	-	-	-	-	-	-	
Expenditures	(95,500)	(75,000)	(105,000)	-	-	(50,000)	
Ending Balance	7,500	7,500	(22,500)	2,500	27,500	2,500	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: TOWN HALL REPAIRS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Interior redesign	Redesign the interior of Town Hall, addressing code and workflow challenges due to the current layout	-		500,000					
FD Entrance, Front Step Improvement & pillars, & handicap accessibility concerns	Provide minimal Improvements to egress into and out of Town Hall and Center Fire Station	35,000							
Building drainage engineering	Engineering work to address water getting into basement	5,000							
Drainage work	Work to address water getting into basement	15,000							
Wiring & safety warning devices Upgrade		30,000							
Fire Suppression System	Assumes use of MRSD's cisterns and/or land			100,000					
Retaining wall rebuild (East Side)	Blocks, stone, drainage, etc.			7,500	25,000	25,000			
								TOTAL	
	Totals	85,000	-	607,500	25,000	25,000	-	742,500	

2019 Contribution	60,000						
Balances, Beginning of Year							
Expansion	500						
Repairs	110,000						
	110,500	(4,500)	500	48,000	28,000	8,000	
CIP Cash Contributions	-	5,000	5,000	5,000	5,000	5,000	
2019 Painting, etc.	(30,000)	-	-	-	-	-	
Bonding	-	-	650,000	-	-	-	
Expenditures	(85,000)	-	(607,500)	(25,000)	(25,000)	-	
Ending Balance	(4,500)	500	48,000	28,000	8,000	13,000	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: RAIL TRAILS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

NEW FUND

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Compact Excavator with accessories, including mowers	Will be shared with DPW and is expected to have cost offset by grants / fundraising. $100k total cost w/ following accessories: 36" Grading Bucket Accessory, 24" Digging Bucket Accessory, and Flail Mower.		100,000						
Cheshire & Ashuelot Trail Improvements	Match to cover TAP grant and fundraising, amount TBD Const. scheduled for 2025)					50,000			
Trail improvements / Maintenance									
								Total	
	Totals	-	100,000	-	-	50,000	-	150,000	-

2019 Contribution	-

Balance, Beginning of Year	-	-	-	-	-	-
CIP Cash Contributions						
Muni Trans Transfer	-	-	-	-	-	-
Grants	-	80,000	-	-	-	-
Fund Raising	-	20,000	-	-	50,000	-
Disbursements	-	(100,000)	-	-	(50,000)	-
Balance, End of Year	-	-	-	-	-	-

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: RECREATION FACILITIES IMPROVEMENTS

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
West Swanzey AA Park Improvements	Pavilion and other improvements (amount shown is a match to a grant and fundraising)		25,000						
Restrooms/changing rooms at Richardson Park	Replace the outdated changing/bathrooms and related septic repairs at Richardson Park.	100,000							
Replace deck, railings and ramp at Richardson park and add gutters to the building	Deck and railings need to be replaced, starting to rot away. Gutters are to help with the waterflow issue.		10,000						30,000
2 Covered picnic areas at Richardson Park 14x14	Provide nice areas for people and families as they visit and spend time at the lake.			22,000					
Paving					50,000				
Recreation Director's Office	A place for the rec director to work out of, keep files, hold meetings and be organized								10,000
Outdoor basketball court at Richardson Park	Provide more opportunities and activities for the residents of Swanzey					20,000			
Passenger van for rec outings	To take groups out do activities.								37,000
Foundation work/rebuild									???
								TOTAL	
	Totals	100,000	35,000	22,000	50,000	20,000	-	227,000	77,000

2019 Contribution	20,000						
Balance, Beginning of Year	65,000	-	-	13,000	(2,000)	13,000	Recreation (Camp) Revolving Fund had a net balance of $108K as of 9/30/19. A portion of such funds may be used for CAPEX.
CIP Cash Contributions	10,000	10,000	10,000	10,000	10,000	10,000	
Grants/Fundraising	-	-	-	-	-	-	
From Rev. Revolving Fund	25,000	25,000	25,000	25,000	25,000	25,000	
Expenditures	(100,000)	(35,000)	(22,000)	(50,000)	(20,000)	-	
Ending Balance	-	-	13,000	(2,000)	13,000	48,000	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: RECREATION FACILITIES IMPROVEMENTS

Recreation Department CIP Narrative

Everything in this Capital Improvement Plan is to increase the draw for the Town of Swanzey and the recreation department. The prices are ballparks based on a little research but I may be off in my numbers. The restrooms and changing areas at Richardson Park are outdated, small and not very nice (that is putting it nicely). I asked that anyone and everyone come look at and use the facility so they understand the need (camp alone is 90 people a day, and then public) It is past the time of update the current facilities so I would like to make a new building with restrooms, changing rooms and a new septic system (we do not even know where our current leach fie

The deck, railings and ramp for the building at Richardson park is in poor shape. The decking is two different materials and is rotting in places. The railings and ramp are in the same shape as the decking. It is going to become a safety issue soon. Along with this is gutters on the building. We need to help control the water flow to protect the building, the land and the beach.

Adding one (or two) covered picnic areas at Richardson Park will again add to the attractiveness of the site. Groups can spend the day and have a picnic, take shelter during a quick rain or find some shade.

As this position continues to grow it would be good to have an office for the Recreation Director. A place to do all office work, have meetings and keep files. This should be in a current building that the Town has.

Putting in an outdoor basketball (full or half) will draw more people to the park and give us a new activity to offer at the day camp. Next would be to have a big passenger van to take groups to offsite locations for activities.

Building a rec building is what I think should be the ultimate goal for the town. A place to have everything in one area and be able to offer way more then we can with what we have now. Starting a building from scratch can allow us to plan for what we want to offer the community and go as big as we would like.

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: RECYCLING

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Clear Span with office trailer	New main building with drive through				484,000				
Old main building(new storage)	New siding, fix electrical, Clear inside	40,000		28,000					
Waste Oil Building	40'x25' (1,000 ft^2)	95,000							
Waste Oil Burner & supplies	Barrels/ containment/ clean up	22,099							
Horizontal baler	Able to bale more material at a higher market value				126,940				
Truck scale & scale house	Ensure right pricing is charged		79,300						
Facility fence	Priced at all new fencing, possibly just repairing current	22,000							
Back 40 layout & clearing	Tip walls moved, new pads, burn pit walls replaced	39,290							
Pave main parking lot	Priced at paving over current (100'x 400')	81,840							
Facility safety	Cameras, tip wall gates, parking stops, flex posts, outdoor lighting	37,500							
Fork lift	Electric forklift for material handling			37,800					
Skid steer	Will get a longer useful life with a forklift as well				71,400			Skid steer (2030)	60,000
Material Handling		9,000			9,000				
Skid steer attachments	Soil sifter/ concrete grinder/ back hoe attachment	42,200							
								TOTAL	
	Totals	388,929	79,300	65,800	691,340	-	-	1,225,369	-
								6	yrs.
	2019 Contribution	-						204,228	

Balance, 2019	500,000	111,071	51,771	5,971	34,631	39,631
CIP Cash Contributions	-	-	-	-	-	-
Containers - 2019	(20,000)					
Financing	-	-	-	700,000	-	-
Grants	20,000	20,000	20,000	20,000	5,000	5,000
Disbursements	(388,929)	(79,300)	(65,800)	(691,340)	-	-
Balance, End of Year	111,071	51,771	5,971	34,631	39,631	44,631

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: MT. CAESAR UNION LIBRARY

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Exterior Painting	North Face only	5,000							
Boiler	Replacement		15,000						
Window Replacement				15,000					
Third Floor Rehab									
Elevator to Upper Level *	Use of ADA Compliant Floor (<50 people)						**Entire Project under fund raising effort.**		
								TOTAL	
	Totals	5,000	15,000	15,000	-	-	-	35,000	-

MCUL Trust Funds: $86,500

2019 Funding	3,000						
Balance, Beginning of Year	18,000	13,000	(2,000)	(2,000)	(2,000)	(2,000)	
CIP Cash Contributions	-	-	-	-	-	-	
Fund Raising/Grants	-	-	-	-	-	-	
Disbursements	(5,000)	(15,000)	-	-	-	-	
Balance, End of Year	13,000	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: STRATTON FREE LIBRARY

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Electronic cataloguing of books							20,000		
								TOTAL	
	Totals	-	-	-	-	-	20,000	20,000	-

2019 Contribution	-						
Balance, Beginning of Year	11,000	13,000	15,000	17,000	19,000	21,000	
Grants/Fundraising	1,000	1,000	1,000	1,000	1,000	1,000	
CIP Cash Contributions	1,000	1,000	1,000	1,000	1,000	1,000	
Expenditures	-	-	-	-	-	(20,000)	
Ending Balance	13,000	15,000	17,000	19,000	21,000	3,000	

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: Carpenter Home

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
								TOTAL	
	Totals	-	-	-	-	-	-	-	

2018 Funding	45,000					
Balance, Beginning of Year	44,000	79,000	114,000	149,000	184,000	219,000
Trust Earnings	35,000	35,000	35,000	35,000	35,000	35,000
CIP Cash Contributions	-	-	-	-	-	-
Contributions	-	-	-	-	-	-
Disbursements	-	-	-	-	-	-
Balance, End of Year	79,000	114,000	149,000	184,000	219,000	254,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: CONSERVATION LAND ACQUISITION

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Conservation Land Acquisition	Adams/Windyhurst	-						Was $40K	
Conservation Land Acquisition	2 Other Easements	-						Was $45K	
								TOTAL	
	Totals	-	-	-	-	-	-	-	-

2019 Contribution	10,000						
	Balance, Beginning of Year	333,000	193,000	193,000	193,000	193,000	193,000
	Lucy Carpenter Purchase	(140,000)	-	-	-	-	-
		193,000	193,000	193,000	193,000	193,000	193,000
	Fundraising/Donations	-	-	-	-	-	-
	Contributions	-	-	-	-	-	-
	Disbursements	-	-	-	-	-	-
	Balance, End of Year	193,000	193,000	193,000	193,000	193,000	193,000

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: GRANGE HALL (NRF)

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.
Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.
Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.
Note major changes from your prior budget.

PROPOSED NEW FUND

Item	Comment/Purpose	2020	2021	2022	2023	2024	2025	Items after 2025 over $50,000 Item	Items after 2025 over $50,000 Amount
Grange Hall Rehabilitation Phase I	These funds in coordination with an LCHIP grant and other funds will allow completion of the 1st floor rehabilitation, roof reconstruction, and site improvements with a total estimated cost of $350,000 in 2021							**Further consideration deferred pending study results.**	150,000
Grange Hall Painting	Paint exterior of building								20,000
								Total	
	Totals	-	-	-	-	-	-	-	170,000

2019 Contribution	-						
Balance, Beginning of Year	-	-	-	-	-	-	-
CIP Cash Contributions	-	-	-	-	-	-	-
Contributions/Grants	-	-	-	-	-	-	-
Disbursements	-	-	-	-	-	-	-
Balance, End of Year	-	-	-	-	-	-	-

CIP DEPARTMENT INFORMATION REQUEST FORM
DEPARTMENT: WHITCOMB HALL

Please specify items exceeding $1,000 or individual similar items aggregating that amount such as radios, air breathers, etc.

Ignore routine facility maintenance/replacement items, which should be in your General Fund operating expense budget.

Please use amounts in even dollars; do not round to nearest thousand. Use notes to expand information when necessary.

Note major changes from your prior budget.

								Items after 2025 over $50,000	
Item	**Comment/Purpose**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**Item**	**Amount**
Contribution to ETF	These funds in coordination with an LCHIP grant and other funds will allow completion of the 2nd floor project with a total cost of $640,000 in 2020	143,000							
								TOTAL	
	Totals	143,000	-					143,000	

2019 Contribution	90,000						
Balance, Beginning of Year	143,000	-	-	-	-	-	Other Funds:
CIP Cash Contributions	-	-	-	-	-	-	NRFs
Other Donations	-	-	-	-	-	-	Trusts - Common Fund
Expenditures	(143,000)	-	-	-	-	-	
Ending Balance	-	-	-	-	-	-	