

Minutes

Saturday, March 4, 2023

VIA ZOOM MEETING

Time Present:

Bill Keegan Remote
Chris Gallagher Remote
Amy Berdos Remote
Dennis Keefe Remote
John Mahoney Remote

George Samia Remote
Marie Almodovar Remote

Minutes:

8:31 AM Approved minutes of December 05, 2022 and January 11, 2023. Unanimous by vote.

Presentations:

- 3:05 Min A Presentation **Thom Welch** - 5 year revaluation \$120,000.00.
Dennis Keefe - Is this mandatory?
Thom Welch - Yes. Done with 2 contracts. 1)Business and personal 2)Real Estate
- 7:35 Min B Presentation **Aaron Hyre** - Management information systems improvements, Network infrastructure, Hardware and software. Expand data center footprint. Refresh equipment. Multifactor ID. \$200,000.00.
- 23:54 Min C Presentation **Bill Yukna/Aaron Hyre** - Technology/storage capacity, move to digital learning, upgrade WIFI capacity.
John Mahoney - Can students utilize their own equipment?
Bill Yukna - Not necessarily secure. May not be compatible with system infrastructure.
Bus replacement (gas vrs diesel), in total 4 are needed. 2 replaced by CIP. 1 replace within the budget if possible. 3 in total.
Copiers, normal rotation 4 per year.
Music Equip., \$49,981.00, Tubas bassoon etc.
- 46:30 Min D Presentation **Mike Grace** - Second year of taser funding. Officers being cross trained. 50,000.00 per year.
Prisoner transport van - Old van is 10 years old. Supply chain problems with vehicles. Recording system obsolete. \$91,702.00 state bid list.
Marie Almodovar - Should not use operating budget, one time expenditures should be funded outside.
- 58:00 Min E Presentation **Mike Kelleher** - Continuing lease for 2 ambulance and 1 fire truck. Supply chain problems. Price lock for 2 new ambulances \$225,000.00.
Manufacturer could sell product for twice the amount. Bought ambulance off lot scheduled for delivery in west.
Dennis Keefe - Is ambulance revolving adequately funded?
Mike Kelleher - Yes solid at the moment.
- 1Hr:04 Min F Presentation **Chris Gallagher/Lance Delporie/Bob Worthley** - Highway - Street sweeper (5th lease payment), DPW building renovation (50 years old no major repairs),
Replace 1-ton dump truck, 1 backhoe, (2) chevy 3500 trucks, lawn mower, Payson road irrigation and stump grinder.
Bill Keegan - Cannot do all, some could be pushed to the Fall and funded with new free cash.
Dennis Keefe - Can stump grinder be funded and shared by multiple towns?
Chris Gallagher - Possible but logistically hard. Only three towns interested, and when needed machine is often broke.
Water - Water main replacement, PFAS treatment plant, (1)chevy 3500 dump, (2) chevy 3500 dump trucks.
Bill Keegan - Can pipes be relined?
Bob Worthley - Yes but cost differential from new pipe is minimal.
Chris Gallagher - PFAS will be funded by a 14 million dollar SRF grant which does not include 750K for design.
Dennis Keefe - Is enterprise fund solvent?
Chris Gallagher - Yes, rate studies have been done and rates have averaged 6% increase for a number of years.

Deliberation:

- 1Hr:40 Min **Marie Almodovar** - As was done last year, a spread sheet has been attached for the committee to prioritize various requests.
(See Attached Sheet)
Dennis Keefe - Can we defer highway Trucks?
Chris Gallagher - Yes 2 new trucks can be done in the Fall.
John Mahoney - Can we defer Instruments?
Bill Yukna - Split in two. Half now half in the Fall.
- 2Hr:00 Min Upon futher deliberation Marie Almodovar adjusted the spread sheet to usage within the budgeting limitations, and defer certain requests to the Fall meeting per the wishes of the committee. (See Attached Sheet)
- 2Hr:05 Min **Bill Keegan** - Is the committee satisfied with alterations?
- 2Hr:08 Min **Amy Berdos** - Vote items now instead of waiting for another meeting.
Chris Gallagher - Roads and sidewalks are a stand alone discussion. Vote now.
- 2Hr:12 Min Motion to approve adjusted sheet (See Attached Sheet) Chris Gallagher, Seconded by Amy Berdos.
Board voted unanimously in favor by roll call.
- 2Hr:15 Min Adjourned 10:45 AM by roll call Vote

AGENDA

Capital Improvement Committee

Monday, April 3, 2023

8:30 AM



RECEIVED
TOWN CLERK

2023 MAR -1 P 3: 26

TOWN OF FOXBOROUGH
CAPITAL IMPROVEMENT PLANNING COMMITTEE
Saturday, March 4, 2023
8:30 AM
Zoom Meeting

FOXBOROUGH, MA 02035

<https://us02web.zoom.us/j/84239531110?pwd=bkROVFNKR0JhY3dXYWswb1RmMXI2dz09>

The Chair reserves the right to call items on the agenda out of order. The times that are listed for items are approximate times, and items may be reached earlier or later than the posted times. The listing of items is those reasonably anticipated by the Chair, which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. To submit a question or comment to the committee email BKeegan@foxboroughma.gov by 12:00pm on Friday, March 3, 2023. This meeting will be broadcast on Government Channel 22/38 (Verizon/Comcast respectively) and available to stream live at FCATV.org/live.

AGENDA

- 8:30am Open Meeting & Approval of CIP meeting minutes from 12/5/22 and 1/11/23
- 8:35am Finance/Assessor's – Thom Welch
- 8:45am Information Systems – Aaron Hyre
- 8:55am Schools – Bill Yukna
- 9:15am Police – Chief Grace
- 9:35am Fire – Chief Kelleher
- 9:55am Public Works, Water & Sewer, Roads – Chris Gallagher, Lance DelPriore & Bob Worthley
- 10:35am Break and Ranking of proposed project totaled
- 10:50am Deliberation
- 11:30am Recommendations for spending
- 12:00pm Adjourn

WORK SHEETS AND INFO.

Capital Improvement Committee

Monday, April 3, 2023

8:30 AM

FY24 SUMMARY of CAPITAL IMPROVEMENT REQUESTS

Please rate the requests using the following: 1-Fundable this year , 2-Defer to Fall , or 3-Defer to another fiscal year

		<u>Funding Source</u>		
<u>Department</u>	<u>Description</u>	<u>Requested</u>		<u>1</u> <u>2</u> <u>3</u>
Finance	FY24-FY25 Full Certification (5-year valuation)	120,000	Free Cash	
TOTAL FINANCE		120,000		
Information Systems	Management Information Systems Improvements	200,000	Free Cash	
TOTAL INFORMATION SYSTEMS		200,000		
Police	Prisoner Transport Van	91,702	Free Cash	
Police	Tasers (year two)	49,844	Free Cash	
TOTAL POLICE		141,546		
Fire	Engine & Ambulance Lease	207,137	Ambulance Fund	
Fire	Ambulance Replacement	395,000	Ambulance Fund	
TOTAL FIRE		602,137		
School	Computer/Software/Printer Upgrades & Replacement	200,000	Free Cash	
School	77 Passenger School Bus (2)	214,000	Free Cash	
School	77 Passenger School Bus (1)	107,000	Operating Budget	
School	Copiers	40,000	Free Cash	
School	Music Dept Equipment Replacement	50,000	Free Cash	
TOTAL SCHOOL DEPARTMENT		611,000		
Public Works	Street Sweeper/5yr Rent to own	55,000	Free Cash	
Public Works	Replace 1-Ton Dump Truck	125,000	Free Cash	
Public Works	Replace Backhoe	175,000	Free Cash	
Public Works	Chevy 3500 - 1-Ton Dump T&P	125,000	Free Cash	
Public Works	Chevy 3500 - 1-Ton Utility Truck	67,500	Free Cash	
Public Works	DPW Facility Renovation	750,000	Bonding	
Public Works	Lawn Mower - 12' Winged	85,000	Free Cash	
Public Works	Payson Rd Irrigation System	75,000	Free Cash	
Public Works	Stump Grinder	100,000	Free Cash	
TOTAL HIGHWAY DEPARTMENT		1,557,500		
TOTAL GENERAL FUND REQUESTS		3,232,183		
Water	Water Main Replacement	1,000,000	Water Receipts	
Water	PFAS Treatment Plant - SRF Funding Repayment	860,000	Water Receipts	
Water/Sewer	Chevy 3500 - 1-Ton Dump	125,000	Water/Sewer Receipts	
Water/Sewer	Two - Chevy 3500 1-Ton Dump	175,000	Water/Sewer Receipts	
TOTAL WATER/SEWER ENTERPRISE FUND REQUESTS		2,160,000		
TOTAL ENTERPRISE FUND REQUESTS		2,160,000		
CHAPTER 90 est.	Street Reconstruction	650,000	Chapter 90 & TNC	
Meals Tax	Street Reconstruction	350,000	Meals Tax	
TOTAL HIGHWAY IMPROVEMENTS/MEALS TAX FUND REQUEST		1,000,000		
GRAND TOTAL CIP REQUESTS		6,392,183		

Requested Funding for FY24

Bonding	750,000
Operating (Schools)	107,000
Free Cash	1,773,046
Meals Tax	350,000
Ambulance	602,137
Chapter 90	640,000
TNC	10,000
Water	2,130,000
Sewer	30,000
	<hr/>
	6,392,183

5 YEAR CAPITAL PLAN and ASSUMED FUNDING

DEPARTMENT/Description	5 YEAR FORECAST											
	FY 19 Budget	FY 20 Budget	FY 21 Budget	FY 22 Budget	FY 23 Budget	TOTAL FY 19-23	FY 24 Plan	FY 25 Plan	FY 26 Plan	FY 27 Plan	FY 28 Plan	TOTAL FY 24-28
WATER												
Facilities												
Parallel Tank Design & Maintenance		80,000				80,000						
Route 1 Water Tank Asset Management			2,000,000			2,000,000						
Replacement of Process Logic Controllers at Plants		209,000				209,000						
PFAS Treatment Plant - SRF Funding							860,000	860,000	860,000	860,000	860,000	4,300,000
Vehicle Storage Unit & Office Building			400,000			400,000						
Vehicles & Equipment												
Vehicle Replacement	307,300	310,000			185,000	802,300			90,000		135,000	225,000
Compressor/ Generator / Other		55,000				55,000						
Replace Truck 13 Including Plow			100,000			100,000						
Replace (2) Trucks Including Plows & Lift Gates			140,000			140,000						
Excavator					90,000	90,000						
1 Ton Dump Truck							270,000					270,000
Backhoe/Loader									225,000			225,000
Water Meter Replacement					800,000	800,000						
SEWER												
Infrastructure												
Infiltration & Repair		100,000				100,000						
SCADA System Upgrade - Add Sewer		100,000	50,000			150,000						
Vehicles & Equipment												
Vehicle Replacement	607,300	1,634,000	9,690,000	-	2,075,000	14,006,300	30,000	1,860,000	2,210,000	35,000	15,000	80,000
TOTAL ENTERPRISE FUNDS	39,354,269	3,556,990	11,016,500	1,510,886	7,978,740	63,417,385	6,392,183	6,066,881	4,598,931	4,360,932	4,659,000	26,077,927
GRAND TOTAL												
Actual / Proposed Funding:												
General Obligation Bonding	15,340,300					15,340,300	750,000					750,000
MSBA/Other Grant Reimbursement	15,331,279				5,392,355	20,723,634						
Taxation												
Free Cash and/or Grant	2,560,376	984,213	387,500	652,230	622,844	5,207,163	1,773,046	2,273,744	1,181,794	1,293,795	699,000	7,221,379
Stabilization-Capital	2,100,000					2,100,000						
Ambulance Receipts	659,243		229,500	235,000	282,287	1,406,030	602,137	777,137	207,137	207,137	950,000	2,743,548
Apparatus Receipts			59,500		37,504	97,004		156,000				
Overlay Surplus	1,000,000					1,000,000						
Chapter 90	650,000	650,000	650,000	623,656	1,240,000	3,813,656	650,000	650,000	650,000	650,000	650,000	3,250,000
Meals Tax	210,000	238,777				448,777	350,000	350,000	350,000	350,000	350,000	1,750,000
Reallocation of Prior Yr. Vote	85,771					85,771						
Operating Budget Surplus					30,000	30,000	107,000					
Special Revenue Funds	810,000	50,000			48,750	908,750						
Water Receipts & Bonding	607,300	519,000	9,400,000			10,526,300	2,130,000	1,860,000	2,175,000	1,860,000	1,995,000	10,020,000
Water Retained Earnings		875,000	240,000		301,500	1,416,500						
Sewer Receipts & Bonding		240,000				240,000	30,000		35,000		15,000	80,000
Sewer Retained Earnings			50,000		23,500	73,500						
TOTAL	39,354,269	3,556,990	11,016,500	1,510,886	7,978,740	63,417,385	6,392,183	6,066,881	4,598,931	4,360,932	4,659,000	26,077,927

Vehicle/Equipment/Other Purchase Request

Department	Title	Request Description	Type
Finance	FY24-FY25 Full Certification with DOR (5-year valuation)	Cities/towns are required to have full certifications done every five years by the Department of Revenue. We received a response from our vendor, Vision, and the cost estimate breakdown is as follows: Vision Appraisal \$65,000 - Includes thorough review of all 6570-parcel database and 25% field review (drive-by inspections). This includes estimates on new land values and cost adjustments on building construction, and assessment neighborhood delineation. Commercial review includes adjusting capitalization rates, and income models for all use types.	Replacement - Normal Schedule
Fire	Ambulance Replacement	RRC personal property \$55,000 - Includes inspection of 710 personal property accounts (visits) new and old, appraisal of wireless/cable companies, and valuation of 504 utilities (3). Supply chain issues continue to plague our capital replacement plan and the closure of Norwood Hospital has taken a toll on our aging fleet as we face record call volume. We ordered 2 ambulances in 2021 and the delivery date is still uncertain as chassis orders have been	Replacement - Normal Schedule
Fire	Engine and Ambulance Lease Payment	Annual lease payment for 2 Ambulances and a fire engine.	Replacement - Normal Schedule
Foxborough Public Schools	2024 - 77 Passenger School Bus	Purchase of three replacement buses. The district operates its own bus service and replaces buses based on a 10 year or 100,000 mile rotation whichever occurs first.	Replacement - Normal Schedule
Foxborough Public Schools	Copiers (4)	The school district maintains copiers in all five buildings for use by office staff and teachers. Copiers typically last 3-4 years with a copy count of 1.2 to 1.5 million copies.	Replacement - Normal Schedule
Foxborough Public Schools	FHS Music Department Instrument replacement Request	The FHS Music Department is requesting to replace instruments that have been in service 20 plus years and are beyond their useful life (worn out) and/or unable to be repaired. The original request was for \$173,510 to be split into 3 CIP cycles to reduce the impact on the budget process. This is the third year of a three-year request.	Replacement - Normal Schedule
Foxborough Public Schools	Network/Computer/Software Upgrades and Replacement	The town has supported an annual replacement budget for the school district to maintain its network, computers, interactive whiteboards and network software for many years. With the roll out of the one to one laptop initiative in FY21 the budget request needed to support the upgrade of network switch gear, firewall, network and data storage capabilities. The town will also need to create a fund to be used to support these services such as file storage, application & database hosting, telephone, email, internet, building security, building controls (HVAC).	Replacement - Normal Schedule
GIS/IT	Network Infrastructure - Refresh and Maintenance	Replace 2012 prisoner transport van which is needed for Gillette operations.	Replacement - Behind Schedule
Police	Prisoner Transport Van	Taser bundles costs per year for the Police Department. It has already been approved as a CIP project for FY23 and a 5 year agreement is in effect. Hoping to add to the budget and not be needed for CIP as this will be a reoccurring expense. See quote for additional narrative information.	Replacement - Normal Inventory
Police	Tasers	Replace 2012 Chevy 3500 - 1-ton dump truck.	Replacement - Normal Schedule
Public Works	1-ton Dump Truck	Replace 1995 Backhoe that was removed from service for safety reasons and has been auctioned off.	Replacement - Behind Schedule
Public Works	Backhoe	To add a dump truck for daily use by Tree & Park. Operations have changed in recent years due to stormwater requirements, and now requires grass to be collected and delivered to the compost dump. The DPW can no longer dump grass along the edge of fields where it was mowed. The staff now collects the grass, dumps it in the parking lot and then it is collected once a week. This can leave piles of grass for several days, usually in the hot sun. An additional truck would allow for this grass to be collected more often and deposited at the compost dump in a timely manner. The T&P Division currently has 1 dump truck, however during the fall, the leaf box is installed and is time-consuming and cumbersome to remove for this operation.	Addition to Current Inventory
Public Works	Chevy 3500 - 1 Ton Dump T&P	Equipment Maintenance has two trucks for four mechanics. Operational needs require a third truck be added to the fleet for this division. Truck will also be added to the snow and ice fleet.	Addition to Current Inventory
Public Works	Chevy 3500 - 1 Ton Utility Truck		Addition to Current Inventory

Major Repair Request

Department	Title	Request Description	Type
Public Works	Chapter 90 & TNC Road Funding	Pavement Management; Chapter 90 funds(\$620,000-650,000) are provided by the state based on road miles and population. TNC Funding is also provided by the state for ride share(Uber & Lyft) trips that begin in Foxborough. This smaller funding is historically less than \$10,000. Funding can be utilized for roadways, sidewalks and ADA compliance.	Repair or Renovation
Public Works	DPW Facility - Renovation	DPW Facility is over 50 years old and has not been upgraded since the original construction. While the town moves forward with the expansion of the facility, the existing building requires work to prevent any further deterioration. The building requires a new roof along with repointing and painting of exterior cinderblock walls. This is the minimum required for the purpose of making the building water tight. DPW & Central Maintenance will work together to get estimates over the next month for these minimum repairs. We will continue to look at ways to renovate the existing building beyond the shell.	Repair or Renovation
Public Works	Meals Tax Roadway	Meals Tax Roadway Funding. Financial policies of the town look to fund a minimum of \$1,000,000 toward roadway and sidewalk improvements. Chapter 90 and TNC Funding provide approximately \$650,000 on an annual basis.	Repair or Renovation
Water	PFAS Treatment Plant - SRF Funding Repayment	Mass DEP & EPA continue to reduce the limit of PFAS allowed in drinking water. The DPW has applied for and received SRF funding to design and build a PFAS treatment plant next to the newly constructed green sand filter plant at Pumping Station Rd. The state allocated \$14,000,000 to Foxborough for this project. The funds are a loan to be repaid over 20 years at 2% interest.	New
Water	Water Main Replacement	Board of Water & Sewer Commissioners is adding a \$1,000,000 annual water main replacement to the rate structure. The existing 110 miles of water main range in age up to 100 years old. Life expectancy of any pipe installed was 50 years. Foxborough has over 20 miles of AC water main that needs to be replaced. This funding will work toward replacing that infrastructure.	Repair or Renovation

FINAL VOTE

Capital Improvement Committee

Monday, April 3, 2023

8:30 AM

FY23-24 SUMMARY of CAPITAL IMPROVEMENT REQUESTS

<u>Department</u>	<u>Description</u>	<u>Requested</u>	<u>Funding Source</u>
Finance	FY24-FY25 Full Certification (5-year valuation)	120,000	Free Cash
TOTAL FINANCE		120,000	
Information Systems	Management Information Systems Improvements	200,000	Free Cash
TOTAL INFORMATION SYSTEMS		200,000	
Police	Tasers (year two)	49,844	Free Cash
TOTAL POLICE		49,844	
Fire	Engine & Ambulance Lease	207,137	Ambulance Fund
Fire	Ambulance Replacement	395,000	Ambulance Fund
TOTAL FIRE		602,137	
School	Computer/Software/Printer Upgrades & Replacement	200,000	Free Cash
School	77 Passenger School Bus (2)	214,000	Free Cash
School	77 Passenger School Bus (1)	107,000	Operating Budget
School	Copiers	20,000	Free Cash
School	Music Dept Equipment Replacement	25,000	Free Cash
TOTAL SCHOOL DEPARTMENT		566,000	
Public Works	Street Sweeper/5yr Rent to own	55,000	Free Cash
Public Works	Replace 1-Ton Dump Truck - Highway	125,000	Free Cash
Public Works	Replace Backhoe	175,000	Free Cash
Public Works	DPW Facility Renovation	750,000	Bonding
Public Works	Lawn Mower - 12' Winged	85,000	Free Cash
Public Works	Payson Rd Irrigation System	75,000	Free Cash
TOTAL HIGHWAY DEPARTMENT		1,265,000	
TOTAL GENERAL FUND REQUESTS		2,802,981	
Water	Water Main Replacement	1,000,000	Water Receipts
Water	PFAS Treatment Plant - plant design	785,000	Water Receipts
Water/Sewer	Chevy 3500 - 1-Ton Dump	125,000	Water/Sewer Receipts
Water/Sewer	Two - Chevy 3500 1-Ton Utility Trucks	175,000	Water/Sewer Receipts
TOTAL WATER/SEWER ENTERPRISE FUND REQUESTS		2,085,000	
TOTAL ENTERPRISE FUND REQUESTS		2,085,000	
CHAPTER 90 est.	Street Reconstruction	650,000	Chapter 90 & TNC
TOTAL HIGHWAY IMPROVEMENTS/MEALS TAX FUND REQUEST		650,000	
GRAND TOTAL CIP REQUESTS		5,537,981	

Funding Summary

Ambulance	602,137
Chapter 90	640,000
TNC	10,000
Water	2,055,000
Sewer	30,000
Free Cash	1,343,844
Bonding	750,000
Operating	107,000
	<hr/>
	5,537,981