

## 1. Meeting Materials

### Documents:

AMBULANCE FUND CURRENT DATA NOVEMBER 2022.PDF  
CAP PLAN FROM 11-28-22 MEETING.PDF  
CAPITAL PLANNING COMMITTEE MEETING MINUTES 11 14 22 DRAFT  
MSWD.PDF  
DEBT OUTSTANDING CURRENT W LEASE-NOVEMBER 2022.PDF  
DRAFT CAP COMM PRESENTATION DECEMBER 2022.PDF  
2022.11.28 CAP PLANNING AGENDA.PDF

Town of Southborough  
Ambulance Fund  
Fund 2309

	ACTUAL FY 2018	ACTUAL FY 2019	ACTUAL FY 2020	ACTUAL FY 2021	ACTUAL FY 2022	EST. FY 2023	EST. FY 2024	EST. FY 2025	EST. FY 2026	EST. FY 2027	EST. FY 2028
Beginning Balance	776,706.47	761,101.47	475,948.47	471,987.69	535,261.69	707,641.12	691,555.12	630,749.12	582,559.12	543,369.12	570,369.12
<b>Cash Receipts</b>	<b>388,372.00</b>	<b>404,972.00</b>	<b>533,039.00</b>	<b>488,524.00</b>	<b>625,404.43</b>	<b>515,000.00</b>	<b>515,000.00</b>	<b>515,000.00</b>	<b>515,000.00</b>	<b>515,000.00</b>	<b>515,000.00</b>
Expenditures											
General Fund Budget	(275,000.00)	(275,000.00)	(275,000.00)	(290,000.00)	(290,000.00)	(290,000.00)	(290,000.00)	(290,000.00)	(290,000.00)	(290,000.00)	(290,000.00)
Ambulance 1	(5,000.00)	(270,000.00)									
Ambulance 2					(42,025.00)	(57,190.00)	(57,190.00)	(57,190.00)	(57,190.00)		
Air Compressor			(60,000.00)								
Radios			(70,000.00)								
Debt Svc-Engine 23		(130,625.00)	(132,000.00)	(118,250.00)	(121,000.00)	(115,500.00)					
Debt Svc-Engine 22 (\$600K)						(8,396.00)	(130,302)	(126,000)	(120,750)	(115,500)	(110,250)
Tanker (\$400K)							(98,314)	(90,000)	(86,250)	(82,500)	(78,750)
Police Cruisers						(60,000.00)					
Ambulance Equipment	(123,977.00)	(14,500.00)									
Ambulance Equipment - LUCAS Device				(17,000.00)							
<b>Expenses</b>	<b>(403,977.00)</b>	<b>(690,125.00)</b>	<b>(537,000.00)</b>	<b>(425,250.00)</b>	<b>(453,025.00)</b>	<b>(531,086.00)</b>	<b>(575,806.00)</b>	<b>(563,190.00)</b>	<b>(554,190.00)</b>	<b>(488,000.00)</b>	<b>(479,000.00)</b>
<b>Ending Balance</b>	<b>761,101.47</b>	<b>475,948.47</b>	<b>471,987.47</b>	<b>535,261.69</b>	<b>707,641.12</b>	<b>691,555.12</b>	<b>630,749.12</b>	<b>582,559.12</b>	<b>543,369.12</b>	<b>570,369.12</b>	<b>606,369.12</b>
<b>At June 30 - Required Balance</b>			425,250.00	453,025.00	531,086.00	575,806.00	563,190.00	554,190.00	488,000.00	479,000.00	
<b>(Under)/Over Funding</b>			46,737.47	82,236.69	176,555.12	115,749.12	67,559.12	28,369.12	55,369.12	91,369.12	

Schedule does not contain future capital items that may be slotted in notably ambulances and ambulance equipment

RECEIPTS YTD FY20	
July-19	47,059
August-19	45,858
September-19	34,772
October-19	72,091
November-19	53,560
December-19	34,206
January-20	44,459
February-20	33,852
March-20	26,041
April-20	61,387
May-20	38,673
Jun-20	41,081
<b>Actual Collections</b>	<b>533,039</b>

RECEIPTS FY21	
July-20	30,024
August-20	33,633
September-20	23,095
October-20	43,273
November-20	35,231
December-21	60,236
January-21	42,247
February-21	36,770
March-21	33,545
April-21	56,141
May-21	51,910
Jun-21	42,419
<b>Actual Collections</b>	<b>#####</b>

RECEIPTS FY22	
July-21	62,365
August-21	64,559
September-21	46,055
October-21	43,728
November-21	43,931
December-21	55,527
January-22	36,043
February-22	47,452
March-22	65,655
April-22	31,316
May-22	29,643
Jun-22	99,130
<b>Actual Collections</b>	<b>#####</b>

RECEIPTS I	
July-22	52,431
August-22	53,183
September-22	54,430
October-22	42,752
November-22	
December-22	
January-23	
February-23	
March-23	
April-23	
May-23	
Jun-23	
<b>Actual Collections</b>	<b>#####</b>

\*Not posted

608,388 Projected Annual

6/30/21 Balance	535,261.69
Transfers FY22	-453,025.00
Net Revenue YTD	625,404.00
Current Balance	<u>707,640.69</u>

Summary of Capital Items by Town Meeting Approval Date

Year of TM Approval	2023	Fiscal Year of Expenditure						
Sum of 2024		Column Labels						
Row Labels	Total Cost	Ambulance Fund	CPA	General Fund	Recreation Fund	School Revolving	ARPA	Grant Funding
<b>DPW</b>								
35,000 GVW Cab & Chassis (43) (2012) install SS body #1	\$ 200,000			\$ 200,000				
Road Maintenance - FY24	\$ 400,000			\$ 400,000				
Sidewalk Maintenance - FY24	\$ 200,000			\$ 200,000				
F-350 Operations Supervisor Vehicle	\$ 100,000			\$ 100,000				
<b>FACILITIES</b>								
CORDAVILLE HALL - BUILDING RENOVATIONS ADDITIONS/RENOVATIONS/SYSTEM UPGRADES	\$ 400,000						\$ 400,000	
LIBRARY - INSTALLATION OF SECURITY CAMERAS	\$ 15,000			\$ 15,000				
TOWN HOUSE - OFFICE FURNITURE REPLACEMENT	\$ 25,000			\$ 25,000				
Facilities Maintenance - FY24	\$ 100,000			\$ 100,000				
DPW Annex - New Furnace	\$ 15,500			\$ 15,500				
<b>FIRE DEPARTMENT</b>								
ALL TERRAIN UTILITY VEHICLE	\$ 40,000	\$ 40,000						
Defibrilators	\$ 12,000	\$ 12,000						
Defibrilators (PARAMEDIC)	\$ 90,000	\$ 90,000						
Portable Radios-Fire	\$ 314,000	\$ 314,000						
DURABLE MEDICAL EQUIPMENT-FY2024	\$ 20,000	\$ 20,000						
Fire PPE - FY24	\$ 40,000			\$ 40,000				
AMBULANCE POWER STRETCHER - Ambulance 1	\$ 55,000	\$ 55,000						
Fire Truck - T21 - Chassis and Body Repair	\$ 100,000	\$ 100,000						
<b>POLICE DEPARTMENT</b>								
Police Cruisers - FY24	\$ 140,000			\$ 140,000				
Taser/Body Camera Program	\$ 78,548							78,548
	\$ 30,240			\$ 30,240				
<b>RECREATION</b>								
LUNDBLAD REBUILD	\$ 600,000							\$ 600,000
Choate Design	\$ 20,000				\$ 20,000			
<b>SOUTHBOROUGH SCHOOLS</b>								
TROTTIER - PARKING LOT	\$ 150,000					\$ 150,000		
<b>Regional School</b>								
Regional School Redundant Hot Water Heater	\$ 70,000			\$ 86,000				
Algonquin Regional Athletic Complex-GF	\$ 2,260,497			\$ 25,000				
Algonquin Regional Athletic Complex-CPA	\$ 745,964		\$ 745,964					
<b>Town Clerk</b>								
Electronic Voting Clickers	\$ 18,600						\$ 18,600	
<b>Golf Committee</b>								
Golf Course Irrigation	\$ 200,000		\$ 200,000					
<b>Historical Commission</b>								
Historic District Signage	\$ 26,532						\$ 26,532	
<b>Trails Committee</b>								
Peninsula Trail	\$ 194,547						\$ 194,547	
<b>Grand Total</b>		\$ 631,000	\$ 945,964	\$ 1,376,740	\$ 20,000	\$ 150,000	\$ 639,679	\$ 678,548

DRAFT

<p style="text-align: center;"><b>Capital Planning Committee</b> <b>November 14, 2022</b> <b>Virtual Meeting held via Zoom</b></p>
--

Voting Members Present: Jason Malinowski (Chair), Jeffrey Hark, Joseph Palmer, Tony Schoener, Karen Wheeler

Ex-officio members Present: None

Non-Member Speakers : Police Chief Newell, DPW Director Karen Galligan

### **I. Call Meeting to Order**

At 7:30 p.m. Mr. Malinowski called the Capital Planning meeting to order.

### **II. Approval of Meeting Minutes from October 12, 2022 and October 24, 2022**

Edits were made to the minutes from 10/12/22.

Mr. Malinowski made a motion to approve the minutes as edited. Seconded by Mr. Hark. The Committee voted 5-0 by roll call vote to approve the motion. [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

Edits were made to the minutes from 10/24/22.

Mr. Malinowski made a motion to approve the minutes as edited. Seconded by Mr. Palmer. The Committee voted 5-0 by roll call vote to approve the motion. [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

### **III. Chair/Member Reports**

#### **a. Neary Building Committee Update**

All submissions necessary have gone to the MSBA, and the town must wait for a decision upon the proposal. It could be up for 270 days from the August 1 submission date for an answer. The Chair complemented the School Administration for their successful efforts.

#### **b. SHOPC - South Union Subcommittee Update**

The Committee is scheduled to meet 11/16/22 to continue work on the rough draft of the report for the Select Board.

### **IV. Police Department Capital Discussion - Review of 10-year capital plan submissions**

Chief Newell presented proposals and quotes for new police body cams, 2 new cruiser, and new radios; and addressed the 10 year police capital plan. Highlights : The updated police camera proposal encourages cutting cruiser cameras, including unlimited cloud

## DRAFT

storage, and a 5 year term; the quote would cover all costs for 5 years. A \$78,547 grant award figure is likely to offset much of the cost. The town is quantity eligible for a 5% purchase discount on radios if the police and fire department make a combined purchase; Chief Newell and the Committee will continue to evaluate the option. The Chief recommended the current Southborough PD rifles (8/9 yrs old) are in deteriorating condition and will need to be replaced and should be move from FY27 to FY23/24, and the replacement cycle for rifles should be shortened moving forward.

Mr Malinowski made a motion to support the body camera proposal by Chief Newell for the full amount of inclusion net of any grant proceeds for consideration FY 23 or 24 with future discussion around incremental funding sources to occur. Seconded by Mr. Hark. The Committee voted 5-0 by roll call vote to approve the motion. [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

### **V. DPW - Review of 10-year capital plan submissions**

DPW Director Galligan presented proposals and quotes for a truck 43 replacement (6 wheel truck) and a F350 operations supervisor vehicle; and addressed the 10 year DPW capital plan. The 6 wheel truck is scheduled to be a 70% General Fund/30% Water Fund purchase, and will include reusing the tender from the old truck. The operations supervisor vehicle would be eligible for take home use, could there be a cheaper option for take home provided by the town to save cost on more expensive vehicles? The Director assured she would provide the Committee with an updated vehicle capital plan before her departure in January, she currently switches vehicles to take home the oldest pick-up truck in the fleet.

Other highlights; The Culvert at Willow St. will need to be replaced as erosion is taking place. It will cost more, and potentially be more disruptive to traffic than Northborough Rd. The new road evaluation system could impact the annual road budget and prioritization of projects. The DPW sidewalk budget should be continued for sidewalk repair, as ARPA money was intended for new projects. The Cordaville Rd. Project may be delayed in the transition of DPW leadership and due to potential citizen discussion. There is potential for a TIP project (State and Federal funded) on Acre Brook Rd., where Chapter 90 money can be used for design purposes as well.

### **VI. Review of FY24 Proposed Capital Received and Current Debt Schedule**

The Committee reviewed the FY24 plan. Mr. Ballantine would be consulted for an updated debt schedule and consultation of potential future debt items.

### **VII. Discussion of next steps and recommendations for Annual Town Meeting, including discussion of budget calendar**

The Chair wished for the committee members to submit items (and related departments) for updated review with the goal of finalizing a plan/presentation for other Town bodies to evaluate.

DRAFT

## **VIII. Public Comment**

None.

## **IX. Meeting Schedule**

Next meeting scheduled for November 28, 2022

## **X. Other Business that may properly come before the Committee**

None

## **XI. Adjournment**

Mr. Malinowski made a motion to adjourn at 8:58pm. Seconded by Mr. Hark. The Committee voted 5-0 by roll call vote to approve the motion. [Hark, aye; Palmer, aye; Schoener, aye; Wheeler, aye; Malinowski, aye].

Minutes submitted by Joseph Palmer Committee Member.

## **Documents Referenced During Meeting:**

- 1) Capital Planning Committee Meeting Minutes Draft October 12, 2022
- 2) Capital Planning Committee Meeting Minutes Draft October 24, 2022
- 3) Southborough Capital Police Capital Schedule for 2024-2033 as of 11/14/22
- 4) Southborough Capital Police Body Worn Camera Breakdown Document
- 5) Southborough Capital Police Fleet INFO Document
- 6) Southborough Capital Police Hybrid Vehicle Quote Document
- 7) Southborough Capital Police Radio Discount Correspondence Document
- 8) Southborough DPW Truck 43 Replacement Estimate Document
- 9) Southborough DPW Capital Request Form for 6 Wheel Truck Cab and Chasis
- 10) Southborough DPW Capital Request Form for F350 Vehicle
- 11) Southborough DPW F350 Vehicle Quote Document
- 12) Southborough DPW Capital Schedule for 2024-2033 as of 11/14/22
- 13) Southborough Capital Schedule draft for 2024

**Town of Southborough  
Debt Service  
Principal and Interest**

Southborough  
Existing Debt/Lease Schedule  
28-Nov-22

Project - Debt/Borrowing	Amount Authorized	Date Bonded	Years	Maturity Date	Source of Funds	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	FY 2037	FY 2038
MWRA Title V	51,493	11/23/2004	20	08/01/2024	Septic Fund	2,607	2,607	2,607	3,936	0	0	0	0	0	0	0	0	0	0	0	0	0
MWRA Title V	300,000	12/18/2007	20	07/15/2027	Septic Fund	15,000	15,000	15,000	15,000	15,000	15,000	15,000	0	0	0	0	0	0	0	0	0	0
MWRA Title V	250,000	06/13/2012	20	07/15/2032	Septic Fund	12,471	12,490	12,509	12,528	12,547	12,565	12,584	12,603	12,622	12,641	12,660	12,679	0	0	0	0	0
Trotter/Finn/Woodward	21,211,000	06/01/2003	20	05/15/2023	General Fund	1,112,400	1,060,900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Neary Renovations Phase 2	156,868	09/17/2020	REFUNDED	09/01/2026	General Fund	25,628	29,100	24,975	26,850	23,700	23,575	0	0	0	0	0	0	0	0	0	0	0
Neary Renovations Phase 3****	214,222	09/17/2020	REFUNDED	09/01/2026	General Fund	37,939	37,875	34,375	34,875	35,275	29,725	0	0	0	0	0	0	0	0	0	0	0
Water System Improvements	297,763	09/17/2020	REFUNDED	09/01/2026	Water	56,019	54,375	49,200	45,150	43,150	44,075	0	0	0	0	0	0	0	0	0	0	0
Water Main Replacement	3,600,000	05/22/2015	20	05/15/2035	Water	255,915	250,515	243,315	237,915	232,515	227,115	222,435	217,755	213,075	207,675	202,275	196,875	191,250	185,625	0	0	0
DPW Fuel Tank	525,000	05/17/2018	4	05/15/2022	General Fund	136,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety Building Project	7,311,000	05/17/2018	29	05/15/2047	General Fund	504,963	492,213	479,463	466,713	453,963	441,213	428,463	415,713	405,513	390,313	382,813	375,313	367,813	360,313	352,500	344,688	336,563
Public Safety Land	449,000	05/17/2018	29	05/15/2047	General Fund	29,869	29,119	28,369	27,619	26,869	26,119	25,369	24,619	23,869	23,119	22,369	22,519	22,069	21,619	21,150	20,682	20,194
Depietri Field Repairs	197,400	06/06/2019	5	06/01/2024	General Fund	45,750	43,750	36,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trotter Track Repairs	279,500	06/06/2019	5	06/01/2024	General Fund	63,250	60,500	57,750	0	0	0	0	0	0	0	0	0	0	0	0	0	0
St Marks Golf Course Repairs	250,000	06/06/2019	5	06/02/2024	General Fund	57,500	55,000	52,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety Building Project	14,015,000	06/06/2019	25	06/01/2044	General Fund	826,669	828,669	824,669	824,919	829,169	827,169	829,169	829,919	829,419	828,019	829,144	829,181	828,094	826,594	828,913	825,656	826,156
Public Safety Building Project	1,725,000	09/17/2020	20	09/01/2040	General Fund	133,000	129,000	125,000	121,000	117,000	113,000	109,000	105,000	101,000	97,000	89,250	87,750	86,250	84,750	83,250	81,750	80,250
Public Safety Building Project	275,000	09/17/2020	5	09/01/2025	General Fund	58,585	58,750	56,250	53,750	51,250	0	0	0	0	0	0	0	0	0	0	0	0
Water Mains	720,000	06/06/2019	6	06/01/2025	Water	144,000	138,000	132,000	126,000	0	0	0	0	0	0	0	0	0	0	0	0	0
CPA Burnett House	970,000	05/17/2018	20	05/15/2038	CPC	82,938	80,438	77,938	75,438	72,938	70,438	67,938	65,438	63,438	61,438	59,938	53,438	52,088	50,738	49,332	47,925	46,463
Fire Department Fire Truck	550,000	05/17/2018	5	05/15/2023	Ambulance	121,000	115,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
911 Field Recreation	600,000	05/17/2018	5	05/15/2023	General Fund	132,000	126,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CPC Library Restoration	1,000,040	09/17/2020	20	09/01/2040	CPC	71,705	70,275	66,075	61,000	59,000	57,000	55,000	53,000	51,000	49,000	47,600	46,800	46,000	45,200	44,400	43,600	42,800
Fire Truck	600,000	TEMP	1	12/17/2021	Ambulance	5,983	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Finn Boiler	990,180	TEMP	1	12/17/2021	General Fund	9,875	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Truck	600,000	TEMP	1	08/01/2022	Ambulance	0	8,396	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Finn Boiler	634,537	TEMP	1	08/01/2022	General Fund	0	8,880	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Tender	400,000	03/28/2023	5	06/30/2028	Ambulance	0	0	98,314	90,000	86,250	82,500	78,750	0	0	0	0	0	0	0	0	0	0
Fire Truck	550,000	03/28/2023	5	06/30/2028	Ambulance	0	0	130,302	126,000	120,750	115,500	110,250	0	0	0	0	0	0	0	0	0	0
Finn Boiler	634,537	03/28/2023	10	06/30/2033	General Fund	0	0	85,398	83,350	75,350	72,600	69,850	67,100	64,350	61,600	59,400	57,200	0	0	0	0	0
Water System Improvements Newton	1,023,406	03/28/2023	10	06/30/2033	Water	0	0	137,459	134,300	129,550	124,800	120,050	115,300	110,550	100,800	97,200	93,600	0	0	0	0	0
Town House Renovation	2,030,000	03/28/2023	20	06/30/2043	CPC	0	0	180,870	178,900	173,900	168,900	163,900	149,150	144,400	140,600	136,800	133,000	129,200	125,400	121,600	117,800	114,000
Neary School Feasibility	950,000	03/28/2023	8	06/30/2031	General Fund	0	0	166,250	160,313	154,375	148,438	142,500	136,563	130,625	124,688	0	0	0	0	0	0	0

**GROSS Debt** 3,941,566 3,707,352 3,117,338 2,905,556 2,712,551 2,599,732 2,450,258 2,192,160 2,150,011 2,097,193 1,940,049 1,908,355 1,722,764 1,700,239 1,501,145 1,482,101 1,466,426

DEBT - LEASES	TERM	GROSS AMT																					
Ambulance	5	275,000	Ambulance	57,190	57,190	57,190	57,190	57,190															
Fire Chief Vehicle	7	55,503	General Fund	8,422	8,422	8,422	8,422	8,422	8,422	8,422	8,422	8,422											
Hook Lift DPW	7	165,000	General Fund	25,036	25,036	25,036	25,036	25,036	25,036	25,036	25,036	25,036											
Hook Lift DPW Water	7	70,000	Water	9,104	9,104	9,104	9,104	9,104	9,104	9,104	9,104	9,104											
Diesel DPW	7	70,000	General Fund	10,622	10,622	10,622	10,622	10,622	10,622	10,622	10,622	10,622											
Diesel DPW Water (Est)	7	60,000	Water	10,622	10,622	10,622	10,622	10,622	10,622	10,622	10,622	10,622											

**GROSS LEASES** 120,996 120,996 120,996 120,996 120,996 63,806 63,806 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

Total By Source:																							
General Fund	3,218,008	3,003,836	2,015,829	1,843,469	1,811,031	1,725,919	1,648,431	1,578,914	1,554,926	1,525,039	1,383,576	1,371,963	1,304,226	1,293,276	1,285,813	1,272,776	1,263,163						
CPC	154,643	150,713	324,883	315,338	305,838	296,338	286,838	267,588	258,838	251,038	244,338	233,238	227,288	221,338	215,332	209,325	203,263						
Ambulance	184,173	181,086	285,806	273,190	264,190	198,000	189,000	0	0	0	0	0	0	0	0	0	0						
Water	475,660	462,616	581,700	563,091	424,941	415,716	362,211	333,055	323,625	308,475	299,475	290,475	191,250	185,625	0	0	0						
Septic Fund	30,078	30,097	30,116	31,464	27,547	27,565	27,584	12,603	12,622	12,641	12,660	12,679	0	0	0	0	0						
<b>Total</b>	<b>4,062,562</b>	<b>3,828,348</b>	<b>3,238,334</b>	<b>3,026,552</b>	<b>2,833,547</b>	<b>2,663,538</b>	<b>2,514,064</b>	<b>2,192,160</b>	<b>2,150,011</b>	<b>2,097,193</b>	<b>1,940,049</b>	<b>1,908,355</b>	<b>1,722,764</b>	<b>1,700,239</b>	<b>1,501,145</b>	<b>1,482,101</b>	<b>1,466,426</b>						
MSBA Reimbursement K-8	(920,943)	(920,943)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Net General Fund	2,297,065	2,082,893	2,015,829	1,843,469	1,811,031	1,725,919	1,648,431	1,578,914	1,554,926	1,525,039	1,383,576	1,371,963	1,304,226	1,293,276	1,285,813	1,272,776	1,263,163						

**Town of Southborough  
Debt Service  
Principal and Interest**

Southborough  
Existing Debt/Lease Schedule  
28-Nov-22

Project - Debt/Borrowing	FY 2039	FY 2040	FY 2041	FY 2042	FY 2043	FY 2044	FY 2045	FY 2046	FY 2047	TOTAL
MWRA Title V	0	0	0	0	0	0	0	0	0	11,757
MWRA Title V	0	0	0	0	0	0	0	0	0	105,000
MWRA Title V	0	0	0	0	0	0	0	0	0	150,899
Trottier/Finn/Woodward	0	0	0	0	0	0	0	0	0	2,173,300
Neary Renovations Phase 2	0	0	0	0	0	0	0	0	0	153,828
Neary Renovations Phase 3****	0	0	0	0	0	0	0	0	0	210,064
Water System Improvements	0	0	0	0	0	0	0	0	0	291,969
Water Main Replacement	0	0	0	0	0	0	0	0	0	3,084,255
DPW Fuel Tank	0	0	0	0	0	0	0	0	0	136,500
Public Safety Building Project	328,438	320,000	311,250	302,500	293,750	285,000	276,250	267,500	258,750	9,641,971
Public Safety Land	19,706	19,200	18,675	18,150	17,625	17,100	16,575	16,050	15,525	575,198
Depietri Field Repairs	0	0	0	0	0	0	0	0	0	126,250
Trottier Track Repairs	0	0	0	0	0	0	0	0	0	181,500
St Marks Golf Course Repairs	0	0	0	0	0	0	0	0	0	165,000
Public Safety Building Project	826,056	825,356	828,169	825,200	827,550	829,150	0	0	0	19,033,008
Public Safety Building Project	78,750	77,250	75,750	0	0	0	0	0	0	1,975,000
Public Safety Building Project	0	0	0	0	0	0	0	0	0	278,585
Water Mains	0	0	0	0	0	0	0	0	0	540,000
CPA Burnett House	0	0	0	0	0	0	0	0	0	1,078,302
Fire Department Fire Truck	0	0	0	0	0	0	0	0	0	236,500
911 Field Recreation	0	0	0	0	0	0	0	0	0	258,000
CPC Library Restoration	42,000	41,200	40,400	0	0	0	0	0	0	1,033,055
Fire Truck	0	0	0	0	0	0	0	0	0	5,983
Finn Boiler	0	0	0	0	0	0	0	0	0	9,875
Fire Truck	0	0	0	0	0	0	0	0	0	8,396
Finn Boiler	0	0	0	0	0	0	0	0	0	8,880
Fire Tender	0	0	0	0	0	0	0	0	0	435,814
Fire Truck	0	0	0	0	0	0	0	0	0	602,802
Finn Boiler	0	0	0	0	0	0	0	0	0	696,198
Water System Improvements Newton	0	0	0	0	0	0	0	0	0	
Town House Renovation	110,200	106,400	102,600	98,800						
Neary School Feasibility										
<b>GROSS Debt</b>	<b>1,405,150</b>	<b>1,389,406</b>	<b>1,376,844</b>	<b>1,244,650</b>	<b>1,138,925</b>	<b>1,131,250</b>	<b>292,825</b>	<b>283,550</b>	<b>274,275</b>	<b>43,207,889</b>
<b>DEBT - LEASES</b>										
Ambulance										285,950
Fire Chief Vehicle										58,954
Hook Lift DPW										175,252
Hook Lift DPW Water										63,728
Diesel DPW										74,354
Diesel DPW Water (Est)										74,354
<b>GROSS LEASES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>732,592</b>
	1,252,950	1,241,806	1,233,844	1,145,850	1,138,925	1,131,250	292,825	283,550	274,275	37,095,469
	152,200	147,600	143,000	98,800	0	0	0	0	0	4,707,777
	0	0	0	0	0	0	0	0	0	1,575,445
	0	0	0	0	0	0	0	0	0	5,217,915
	0	0	0	0	0	0	0	0	0	267,656
<b>GROSS Debt</b>	<b>1,405,150</b>	<b>1,389,406</b>	<b>1,376,844</b>	<b>1,244,650</b>	<b>1,138,925</b>	<b>1,131,250</b>	<b>292,825</b>	<b>283,550</b>	<b>274,275</b>	<b>48,864,262</b>
	0	0	0	0	0	0	0	0	0	
	1,252,950	1,241,806	1,233,844	1,145,850	1,138,925	1,131,250	292,825	283,550	274,275	

(4,923,781)

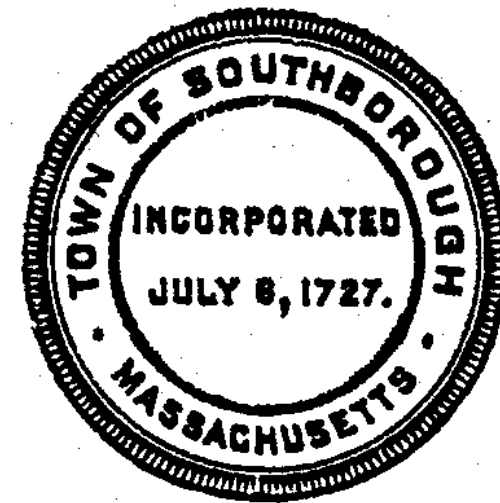


# Capital Planning Committee

Select Board and Advisory Update –

FY23 Capital Recommendations for Spring Town  
Meeting

December 20, 2022



# Committee Members

- Jason Malinowski, Chair
- Lisa Braccio, Vice Chair
- Jeff Hark, Clerk
- Joseph Palmer
- Tony Schoener
- Karen Wheeler

# Five Year Capital Spend Trend

	Projected	Actual	Actual	Actual	Actual	Actual
	2024	2023	2022	2021	2020	2019
G/F Appropriated Capital	1,300,000	903,500	903,081	739,507	1,140,345	1,172,015
G/F Debt Service (incl. Lease)	2,015,829	3,003,836	3,300,909	3,332,008	3,409,370	3,451,076
Total	3,315,829	3,907,336	4,203,990	4,071,515	4,549,715	4,623,091
	-	-	-	-	-	-
OPERATING BUDGET	57,737,517	56,983,269	55,512,356	53,974,799	52,773,634	52,147,342
	5.74%	6.86%	7.57%	7.54%	8.62%	8.87%
W/F Appropriated Capital		20,000	65,000	-	-	35,000
W/F Debt Service (incl Lease)		462,776	475,800	474,010	545,977	397,602
Total	0	482,776	540,800	474,010	545,977	432,602
WATER BUDGET	-	2,179,345	2,074,456	1,697,355	1,661,267	1,680,929
		22.15%	26.07%	27.93%	32.87%	25.74%

# Debt/Lease Obligation (10 year outlook)

Total By Source:	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
General Fund	3,218,008	3,003,836	2,015,829	1,843,469	1,811,031	1,725,919	1,648,431	1,578,914	1,554,926	1,525,039	1,383,576	1,371,963
CPC	154,643	150,713	324,883	315,338	305,838	296,338	286,838	267,588	258,838	251,038	244,338	233,238
Ambulance	184,173	181,086	285,806	273,190	264,190	198,000	189,000	0	0	0	0	0
Water	475,660	462,616	581,700	563,091	424,941	415,716	362,211	333,055	323,625	308,475	299,475	290,475
Septic Fund	30,078	30,097	30,116	31,464	27,547	27,565	27,584	12,603	12,622	12,641	12,660	12,679
	<b>4,062,562</b>	<b>3,828,348</b>	<b>3,238,334</b>	<b>3,026,552</b>	<b>2,833,547</b>	<b>2,663,538</b>	<b>2,514,064</b>	<b>2,192,160</b>	<b>2,150,011</b>	<b>2,097,193</b>	<b>1,940,049</b>	<b>1,908,355</b>
MSBA Reimbursement K- 8	(920,943)	(920,943)	0	0	0	0	0	0	0	0	0	0
Net General Fund	2,297,065	2,082,893	2,015,829	1,843,469	1,811,031	1,725,919	1,648,431	1,578,914	1,554,926	1,525,039	1,383,576	1,371,963

Reflects current approved projects only

# Process

- All department heads were asked to update 10-year capital plan for projects, cost, timing.
  - For items proposed in next two fiscal years, capital request forms and bids were required
- All department heads joined a public meeting to explain their requests and answer questions from Committee
- Unlike prior years, no articles have been pulled by Dept. Heads to date
- Per Capital Policy, all capital items were vetted, regardless of funding source

# FY24 Recommended Capital Summary

- Insert upon vote of committee

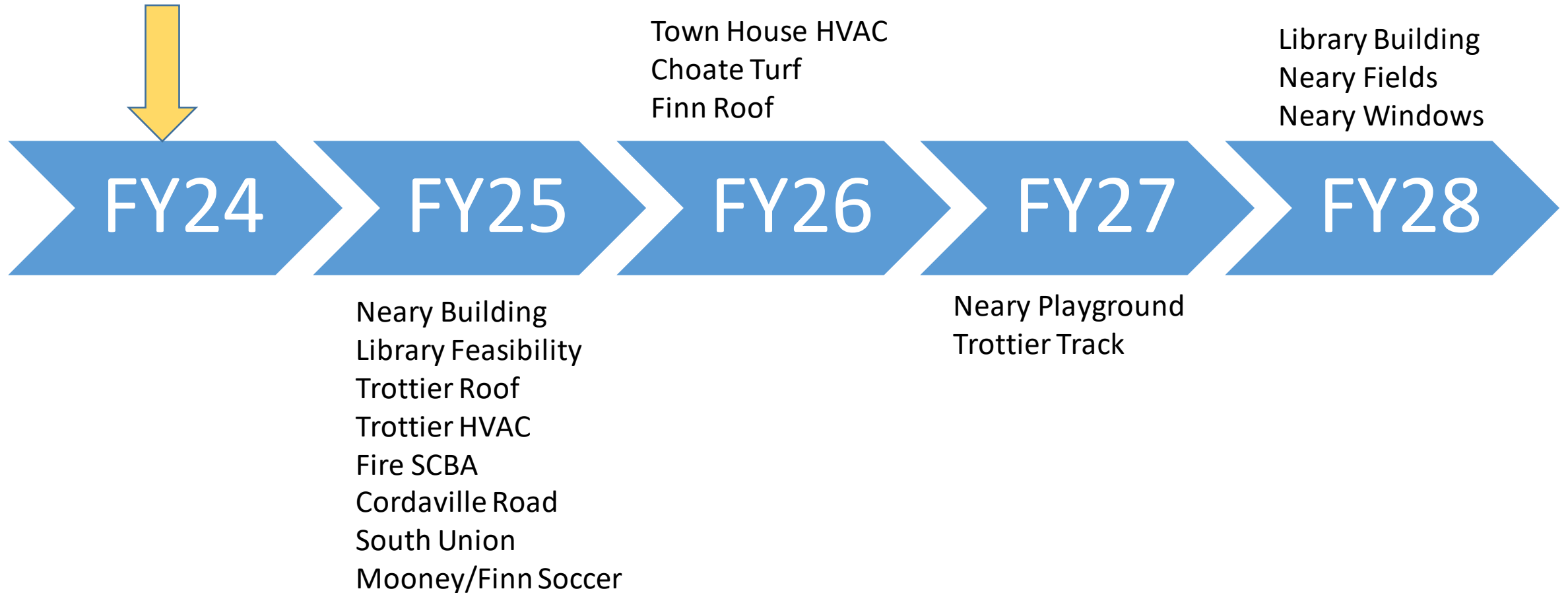
# Additional Items for Consideration Before Town Meeting

Athletic Complex – final decisions and recommendations coming out of tonight

Road/Sidewalk Maintenance – After completion of pavement management program deliverables

Fire Department Tower Truck

# What's on the horizon?





# Capital Project Oversight

- Working on formal quarterly update process to be connected with your regular updates
- Anticipate a regular annual process per the capital policy on turnbacks

# Requests of Select Board

- South Union – determine final path
- Former Station 2 – determine current/future use
- Round out current committee to allow formation of CIPC
- Coordination with Capital as PILOT discussions occur to allow for clean warrant article to be presented to Town Meeting

Thank You!

**Town of Southborough, Massachusetts**

**Capital Planning Committee**

**Monday November 28<sup>th</sup>, 2022 7:30 PM**

**Virtual Zoom Meeting**

May be watched or may participate in the meeting remotely with the meeting link at: <https://www.southboroughtown.com/remotemeetings>.

*Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting will be conducted via remote participation. No in-person attendance by members of the public will be permitted.*

Agenda (all items may have one or more votes taken to the extent action is required):

- I. Call Meeting to Order
- II. Approval of Meeting Minutes from November 14, 2022
- III. Review of current debt schedule and ambulance fund balance
- IV. Review and vote on all proposed capital articles for 2023 Town Meeting
- V. Review and vote on presentation for Select Board and Advisory
- VI. Public Comment
- VII. Meeting Schedule
- VIII. Other business that may properly come before the Committee
- IX. Adjournment

Jason W. Malinowski, Chair