



## **Report of the Board Of Selectmen on the Capital Budgeting Schedule**

February 26, 2009

### **Town of Wellesley FY10 Capital**

As part of the annual budget process, boards and departments submit their five-year capital requests. The Board of Selectmen, through the Executive Director, gains an understanding of individual board needs and facilitates the discussions about funding the current budget, as well as the longer term Town-Wide Financial Plan (TWFP). Projects are subject to multi-year discussion and analysis, and may not, ultimately be funded. Projects are categorized by funding source: cash capital, debt financed inside the levy, exempt debt, and capital exclusions.

### **Cash Capital**

Cash capital can include items like equipment replacement (vehicles, computers, boilers), software upgrades, facilities maintenance and repairs. Cash capital is not synonymous with fixed assets, because the Town does not capitalize items under \$25,000 (such as computers) and cash capital is sometimes used as a tool to remove anomalies from the operating budgets.

### **Facilities FY10**

Although not the most significant in terms of dollars, the facilities maintenance cash capital budget represents the greatest change in philosophy for the Town. In recent years there has been gathering sentiment that the Town needs to spend more money maintaining its buildings. The Town has centralized town-wide building maintenance and the function reports to the Executive Director and the Assistant Superintendent of Schools, who in turn report to the Board of Selectmen and the School Committee, respectively. It is expected that this budget will receive more focus as inventories of facilities needs are performed.

### **Facilities FY11-FY14**

Facilities needs will become clearer as the town-wide facilities maintenance function develops. Some known items include the following capital projects:

- Plumbing/Heating/Interior improvements at various schools– approx. \$750,000 in FY11 through FY14
- Lighting retrofits at elementary schools – approx. \$100,000 in FY11
- Roof replacement at the main Fire Station - \$95,000 in FY11

### **DPW FY10**

Because of the current economic outlook, the Board of Public Works has recommended the FY10 capital budget include a one-time reduction in the Street Resurfacing program as well as

the deferral of some equipment replacements and facilities work. Highlights of the DPW FY10 capital requests are as follows:

- Replacement or major refurbishment of nine vehicles - \$413,000
- Resurfacing 4-6 miles of streets for street improvements- \$385,000. Note, that the DPW halted resurfacing work in FY09 due to the high price of asphalt. In the expectation that asphalt prices would not remain at current levels, the unexpended balance will be moved forward to FY10. This will provide a total of \$700,000 for street improvements in FY10.

#### DPW FY11 – FY14

DPW highly recommends returning the Street Resurfacing program to full funding in the FY11 capital budget. The estimated cost for Street Resurfacing for FY11 – FY14 is \$2.9 million.

The other major cash capital expense for DPW is the periodic replacement and regular maintenance of 129 vehicles and 250 pieces of equipment. Each year, the DPW staff analyzes vehicle fleet needs to update a multi-year replacement schedule with the intent of minimizing the impact on the Town's budget. The average annual cost is \$750,000 for each of the years FY11–FY14.

#### Schools FY10

School capital is a compilation of recommendations derived from architectural studies, and the School Department's analysis in consultation with the Town's Facilities Maintenance Director. The School capital request also includes an average of \$620,000 per year for Technology (\$495,000 in FY2010). This technology includes the purchase of computers through a regular replacement cycle that has migrated from six years to five years.

#### Schools FY11 – FY14

Included in the School five-year capital plan are certain major items not included in the recently completed Middle School renovation project. Because of increased Middle School enrollment, additional classrooms will be required at the middle school each year beginning in FY11 through FY14. An estimate to make these modifications has not been completed and therefore has not been included.

The FY11 and FY12 infrastructure projection has increased from FY10 due to the additional classrooms required at the High School - \$0.5 million and \$0.1million.

### **Capital Requests Requiring Borrowing**

The Town borrows for larger (capitalized) assets having a longer useful life; typically ten years or more. The Town has employed a prudent fiscal practice of amortizing this debt as rapidly as practical within the levy limit.

Sometimes very large capital needs outstrip the Town's taxing authority. The Town has recently had a series of significant initiatives: a Middle School upgrade, Elementary Infrastructure improvements, Pond Dredging, Drainage Construction, and, most recently, a new High School. All of these projects were financed with exempt debt.

The Town also approved a capital exclusion to fund 10 years of contributions to funding its Other Post Employment Benefits (OPEB) liability.

#### FY10

The Town's facilities needs have been apparent in recent years – the largest issue being that of the High School facility. Other significant facilities needs have included the MLP/Water/Sewer garage (offices funded entirely by these Enterprise Funds and therefore not part of this schedule) and the Elementary School Infrastructure project. Because of recent capital acquisitions, there are no projects recommended for additional borrowing in the FY10 budget.

#### FY11 - FY14

The most significant borrowing request in the next several years is the proposed construction of DPW offices to be constructed adjacent to the existing Highway Building for a total estimated cost of \$5.3 million (with the majority of the spending in FY12).

Other DPW borrowing capital requests include the following:

- Reconstruction of the Wellesley portion of the Wales Street Bridge- \$350,000 in FY11
- Street Reconstruction of Kingsbury, Bacon, and Cliff - \$2M from FY11 - FY14
- Hunnewell Field Improvements - \$1.7 million (majority of spending in FY14).

The Natural Resources Commission (NRC) requests \$1.6 million in FY11 to implement the Fuller Brook Park Restoration Master Plan, which remedies erosion and disrepair of pathways, bridges, and brooks. Funding for this project has previously been delayed, and as a result of changes in State and Federal Park Standards and Codes and the costs of making portions of the park ADA accessible, implementation costs have increased. CPA Funding assistance will be requested.

At the request of the DPW, the NRC requests \$280,000 in FY12 to provide funding for parks, playgrounds, and playing fields improvements.

The Fire Department estimates that a new Ladder Truck (request of \$850,000) will be needed in 2013 to replace the present truck that is 17 years old (the lifecycle for this apparatus is between 15-20 years).

Last year's capital plan included borrowed funds to replace the single glazed windows at the Middle School. As projected Middle School enrollments will require space modifications in the near term, this request has been moved out beyond this five-year plan. Working with the Facilities Maintenance Director, the School Department will develop a plan that may allow this window replacement to be phased in over several years.

**Town of Wellesley  
FY2010 - FY2014 Capital Improvement Plan  
Summary Schedule**

Department	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total
<b>CASH CAPITAL</b>										<b>\$</b>
Executive Director	-	20,000	10,000	26,092						
NIS	-	-	-	41,000	67,000	117,000	20,000	-	-	<b>\$ 204,000</b>
Police	-	15,272	76,104	51,126	53,709	78,356	62,935	-	-	<b>\$ 195,000</b>
Fire	21,000		46,000	64,050	61,525	86,500	44,000	43,500	-	<b>\$ 235,525</b>
Facilities Maintenance	156,500	156,100	159,800	366,708	422,300	726,205	337,800	398,300	407,300	<b>\$ 2,291,905</b>
Natural Resources Commission	83,150	25,000	56,000	35,000	50,000	106,000	181,000	221,000	121,000	<b>\$ 679,000</b>
Morses Pond	-	-	-	50,000	50,000	81,020	109,202	109,261	30,261	<b>\$ 379,744</b>
Planning	50,000	20,000	50,000	25,000	-	10,000	10,000	10,000	10,000	<b>\$ 40,000</b>
Schools	935,699	1,165,319	982,811	775,507	687,876	1,566,851	1,154,662	927,614	991,340	<b>\$ 5,328,343</b>
Public Works	1,124,000	1,107,500	1,303,500	1,303,500	1,358,500	2,451,000	2,019,500	2,289,499	1,925,500	<b>\$ 10,043,999</b>
Library		23,700	42,504	36,300	36,500	53,000	33,000	33,000	33,000	<b>\$ 188,500</b>
Town Clerk	16,000	16,000	16,000	52,000	-	-	-	-	-	<b>\$ -</b>
Recreation	10,600	6,400	-	-	-	-	-	-	-	<b>\$ -</b>
PCB Remediation/COA Tolles	-	-	200,000	25,000	-	-	-	-	-	<b>\$ -</b>
<b>Total Cash Capital</b>	<b>\$ 2,396,949</b>	<b>\$ 2,555,291</b>	<b>\$ 2,942,719</b>	<b>\$ 2,851,283</b>	<b>\$ 2,787,410</b>	<b>\$ 5,275,932</b>	<b>\$ 3,972,099</b>	<b>\$ 4,032,174</b>	<b>\$ 3,518,401</b>	<b>\$ 19,586,016</b>
<b>DEBT CAPITAL INSIDE LEVY</b>										
Fire Equipment	-	-	-	475,000	-	-	-	850,000	-	<b>\$ 850,000</b>
BOS-Linden/Weston Rd Signals	-	-	-	90,000	-	-	-	-	-	<b>\$ -</b>
DPW-Sprague Field	-	-	-	700,000	-	-	-	-	-	<b>\$ -</b>
Schools	-	-	797,000	2,590,000	-	-	-	-	-	<b>\$ -</b>
Schools - Seaver Street	-	-	3,609,500	-	-	-	-	-	-	<b>\$ -</b>
Public Works	377,200	1,454,000	-	-	-	1,420,000	4,075,000	1,050,000	3,165,000	<b>\$ 9,710,000</b>
Natural Resources	-	-	-	-	-	1,600,000	280,000	-	-	<b>\$ 1,880,000</b>
Recreation	-	115,000	-	-	-	-	-	-	-	<b>\$ -</b>
<b>Total Borrowed Inside Levy</b>	<b>\$ 377,200</b>	<b>\$ 1,569,000</b>	<b>\$ 4,406,500</b>	<b>\$ 3,855,000</b>	<b>\$ -</b>	<b>\$ 3,020,000</b>	<b>\$ 4,355,000</b>	<b>\$ 1,900,000</b>	<b>\$ 3,165,000</b>	<b>\$ 12,440,000</b>
<b>DEBT/CAPITAL EXCLUSION</b>										
Morses Pond	-	-	650,000	-	-	-	-	-	-	<b>\$ -</b>
Schools Infrastructure	-	-	11,207,000	-	-	-	-	-	-	<b>\$ -</b>
Public Works Drainage	-	-	1,306,000	-	-	-	-	-	-	<b>\$ -</b>
New High School	-	-	-	123,583,000	-	-	-	-	-	<b>\$ -</b>
OPEB (Retiree healthcare)	-	-	18,000,000	-	-	-	-	-	-	<b>\$ -</b>
<b>Total Capital Exclusion</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,163,000</b>	<b>\$ 123,583,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 2,774,149</b>	<b>\$ 4,124,291</b>	<b>\$ 38,512,219</b>	<b>\$ 130,289,283</b>	<b>\$ 2,787,410</b>	<b>\$ 8,295,932</b>	<b>\$ 8,327,099</b>	<b>\$ 5,932,174</b>	<b>\$ 6,683,401</b>	<b>\$ 32,026,016</b>

**Town of Wellesley  
FY2010 - FY2014 Capital Improvement Plan  
Board of Selectmen Departments**

Capital Project	FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total
<b>NIS</b>						
- Storage Area Network (SAN)	-	42,000	-	-	-	
- Gigabit network switches	20,000	20,000	-	-	-	
- MS Office upgrade	-	20,000	20,000	-	-	
- Backup replacement - Tape Autoloader	14,000	-	-	-	-	
- Windows 2008 Server	-	20,000	-	-	-	
- Orthophotography services (GIS flyover)	33,000	15,000	-	-	-	
	67,000	117,000	20,000	-	-	\$ 204,000
<b>Police</b>						
- Mobile and portable radio replacement	44,377	41,662	40,000	-	-	
- New Server	9,332	-	-	-	-	
- New Firearms	-	-	22,935	-	-	
- Touchprint Booking Station	-	36,694	-	-	-	
	53,709	78,356	62,935	-	-	\$ 195,000
<b>Fire</b>						
- Portable radio replacement	13,525	14,000	14,000	-	-	
- Medtronic Defibrillators	18,000	-	-	-	-	
- Replace Protective Clothing	30,000	30,000	30,000	-	-	
- Replace 2001 Ford command vehicle	-	42,500	-	-	-	
- Replace 2002 Ford command vehicle	-	-	-	43,500	-	
	61,525	86,500	44,000	43,500	-	\$ 235,525
Total Cash	\$ 182,234	\$ 281,856	\$ 126,935	\$ 43,500	\$ -	\$ 634,525
<b>Fire</b>						
- Replace 1996 KME Aerial Ladder Truck	-	-	-	850,000	-	\$ 850,000
Total Borrowed	\$ -	\$ -	\$ -	\$ 850,000	\$ -	\$ 850,000
<b>Grand Total Selectmen</b>	<b>\$ 182,234</b>	<b>\$ 281,856</b>	<b>\$ 126,935</b>	<b>\$ 893,500</b>	<b>\$ -</b>	<b>\$ 1,484,525</b>

**Town of Wellesley  
FY2010 - FY2014 Capital Improvement Plan  
Facilities Maintenance Department**

Capital Project		FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total
<b>Town Hall</b>	Chiller	115,000	-	-	-	-	\$ 115,000
<b>Library</b>	Carpet Replacement	10,000	-	-	-	-	\$ 10,000
<b>Police Station</b>	Replace carpet with VCT in high traffic areas	5,000	-	-	-	-	\$ 5,000
	Additional Closet in admin offices	5,000	-	-	-	-	\$ 5,000
<b>Fire Station #1</b>	Ceiling and wall repairs	4,500	-	-	-	-	\$ 4,500
	Structural floor-construction - Upgrade	20,000	-	-	-	-	\$ 20,000
<b>Fire Station #2</b>	Boiler replacement	8,000	-	-	-	-	\$ 8,000
	Replace air dryer	2,000	-	-	-	-	\$ 2,000
	Emergency lighting controls upgrade	3,500	-	-	-	-	\$ 3,500
	Apparatus epoxy floor	6,500	-	-	-	-	\$ 6,500
	Kitchen cabinets and counters	12,000	-	-	-	-	\$ 12,000
	Replace front door	3,500	-	-	-	-	\$ 3,500
	Asphalt roof replacement	-	95,000	-	-	-	\$ 95,000
<b>Morses Pond Bathhouse</b>	Roof Replacement	20,000	-	-	-	-	\$ 20,000
<b>Lighting Retrofits</b>	Schofield	-	62,475	-	-	-	\$ 62,475
	Upham	-	37,652	-	-	-	\$ 37,652
	Other Facility Capital Projects:	-	159,800	159,800	159,800	159,800	\$ 639,200
	<b>Total Town Facilities</b>	<b>215,000</b>	<b>354,927</b>	<b>159,800</b>	<b>159,800</b>	<b>159,800</b>	<b>1,049,327</b>
<b>School Facilities</b>	Infrastructure without Space Reconfiguration	122,380	229,500	143,000	193,500	212,500	\$ 900,880
	Maintenance	22,290	62,500	25,000	35,000	25,000	\$ 169,790
	Safety	-	10,000	10,000	10,000	10,000	\$ 40,000
	Vehicles	-	34,278	-	-	-	\$ 34,278
	<b>School Subtotal</b>	<b>144,670</b>	<b>336,278</b>	<b>178,000</b>	<b>238,500</b>	<b>247,500</b>	<b>1,144,948</b>
<b>Other Items</b>	Vehicle	23,000	-	-	-	-	\$ 23,000
	Two-Way radios for MS and HS	3,500	-	-	-	-	\$ 3,500
	Emergency batteries at Sprague and Bates	12,000	-	-	-	-	\$ 12,000
	Utility Trailer	1,200	-	-	-	-	\$ 1,200
	High School Smoke Detectors	7,500	-	-	-	-	\$ 7,500
	Maintenance shed door	2,500	-	-	-	-	\$ 2,500
	Hardy shed door	2,500	-	-	-	-	\$ 2,500
	Middle School Shed	10,430	-	-	-	-	\$ 10,430
	Field house reconfiguration	-	35,000	-	-	-	\$ 35,000
	<b>Additional School-Related Items</b>	<b>62,630</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>97,630</b>
	<b>Total School</b>	<b>207,300</b>	<b>371,278</b>	<b>178,000</b>	<b>238,500</b>	<b>247,500</b>	<b>1,242,578</b>
<b>Grand Total Facilities</b>		<b>\$ 422,300</b>	<b>\$ 726,205</b>	<b>\$ 337,800</b>	<b>\$ 398,300</b>	<b>\$ 407,300</b>	<b>\$ 2,291,905</b>

**Town of Wellesley**  
**FY2010 - FY2014 Capital Improvement Plan**  
**Other Departments**

	Capital Project	FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total	
<b>Natural Resources</b>	Tree Planting	30,000	30,000	30,000	30,000	30,000	\$ 150,000	
	Trails Improvements	-	6,000	6,000	6,000	6,000	\$ 24,000	
	Pest management turf plan	-	10,000	10,000	10,000	10,000	\$ 40,000	
	Comprehensive Pond Management	-		100,000	-	-	\$ 100,000	
	Morses Pond Shore Line Erosion Study	-	15,000	-	-	-	\$ 15,000	
	Abbott Pond Restoration Study	-	-	-	40,000	-	\$ 40,000	
	State Street Pond Restoration Study	-	-	-	-	40,000	\$ 40,000	
	Encroachment Boundary Markers	-	5,000	5,000	5,000	5,000	\$ 20,000	
	Park Path/Sidewalk Repairs	20,000	30,000	30,000	30,000	30,000	\$ 140,000	
	Ice Skating Rinks	-	10,000	-	-	-	\$ 10,000	
	Kelley Athletic Tennis Courts	-	-	-	100,000		\$ 100,000	
		Subtotal	50,000	106,000	181,000	221,000	121,000	\$ 679,000
								\$ -
	Fuller Brook Preservation		1,600,000				\$ 1,600,000	
	Park Path/Sidewalk Repairs			280,000			\$ 280,000	
	Total Borrowed	-	1,600,000	280,000	-	-	1,880,000	
	Total Natural Resources	50,000	1,706,000	461,000	221,000	121,000	2,559,000	
<b>Morses Pond</b>	Web Design/Education	20,000	10,000	4,162	4,200	4,200	\$ 42,562	
	Education Program Development	-	10,000	10,000	10,000	10,000	\$ 40,000	
	Bylaw review	-	25,000				\$ 25,000	
	Design, permitting, other support	20,000	20,000	10,000	10,000	10,000	\$ 70,000	
	Construction/Demo & Monitoring of LID	9,000	5,000	5,000	5,000	5,000	\$ 29,000	
	Manual Harvesting	1,000	1,020	1,040	1,061	1,061	\$ 5,182	
	Design, permitting, other support	-	10,000	-	-	-	\$ 10,000	
	Planting/Monitoring	-	-	79,000	79,000	-	\$ 158,000	
	Total Morses Pond	50,000	81,020	109,202	109,261	30,261	\$ 379,744	

**Town of Wellesley**  
**FY2010 - FY2014 Capital Improvement Plan**  
**Other Departments**

	<b>Capital Project</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2012</b>	<b>FY2013</b>	<b>FY2014</b>	<b>FY10-14 Total</b>
<b>Planning</b>	Office Park Development	-	10,000	-	-	-	\$ 10,000
	Bicycle Plan	-	-	10,000	-	-	\$ 10,000
	General Residence	-	-	-	10,000	-	\$ 10,000
	Mixed Use Zoning	-	-	-	-	10,000	\$ 10,000
	Total Planning	-	10,000	10,000	10,000	10,000	\$ 40,000
<b>Library</b>	Equipment Replacement	8,500	-	-	-	-	\$ 8,500
	Computer /Server Replacement	28,000	28,000	28,000	28,000	28,000	\$ 140,000
	Replacement of Furnishings	-	5,000	5,000	5,000	5,000	\$ 20,000
	New Library Van	-	20,000	-	-	-	\$ 20,000
	Total Library	36,500	53,000	33,000	33,000	33,000	\$ 188,500



**Town of Wellesley  
FY2010 - FY2014 Capital Improvement Plan  
School Department**

Division	FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total
Instructional	\$ 26,479	\$ 95,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 241,479
Equipment	66,360	92,000	163,000	66,000	83,000	\$ 470,360
Furnishing	52,990	150,000	150,000	150,000	150,000	\$ 652,990
Infrastructure	35,000	628,200	139,419	20,000	20,000	\$ 842,619
Safety	11,749	-	-	-	-	\$ 11,749
Technology	495,298	601,651	662,243	651,614	698,340	\$ 3,109,146
Total School Capital*	\$ 687,876	\$ 1,566,851	\$ 1,154,662	\$ 927,614	\$ 991,340	\$ 5,328,343

\*School Facilities Maintenance Capital is budgeted in Facilities Maintenance Department (\$ 207,300 in FY2010)

Exhibit A

**Town of Wellesley**  
**FY2010 - FY2014 Capital Improvement Plan**  
**Department of Public Works**

Capital Project	FY2010	FY2011	FY2012	FY2013	FY2014	FY10-14 Total
Street Improvement	\$ 385,000	\$ 725,000	\$ 725,000	\$ 725,000	\$ 725,000	\$ 3,285,000
Street Rehabilitation	25,000	-	-	150,000	150,000	\$ 325,000
Sidewalk Restoration	160,000	160,000	160,000	160,000	160,000	\$ 800,000
Private Ways	20,000	20,000	20,000	15,000	15,000	\$ 90,000
Catch Basin Rehabilitation	12,000	12,000	12,000	12,000	12,000	\$ 60,000
DPW/RDF Facilities	173,500	360,000	222,500	122,500	22,500	\$ 901,000
Other Improvements	5,000	75,000	25,000	25,000	25,000	\$ 155,000
Vehicle Procurement	433,000	759,000	682,000	906,999	693,000	\$ 3,473,999
Athletic/Playground Improvements	145,000	340,000	173,000	173,000	123,000	\$ 954,000
Total Cash	\$ 1,358,500	\$ 2,451,000	\$ 2,019,500	\$ 2,289,499	\$ 1,925,500	\$ 10,043,999
Street Rehabilitation	-	470,000	375,000	-	1,250,000	\$ 2,095,000
		Kingsbury St	Bacon St		Cliff Road	
Wales Street Bridge Reconstruction		350,000				
DPW Facilities-Garage/Office	-	400,000	3,600,000	900,000	390,000	\$ 5,290,000
Athletic/Playground Improvements	-	200,000	100,000	150,000	1,525,000	\$ 1,975,000
Total Borrowed	\$ -	\$ 1,420,000	\$ 4,075,000	\$ 1,050,000	\$ 3,165,000	\$ 9,360,000
Grand Total DPW	\$ 1,358,500	\$ 3,871,000	\$ 6,094,500	\$ 3,339,499	\$ 5,090,500	\$ 19,403,999