

**Town of Meredith  
Capital Improvements Program (CIP)  
2009-2018**

**EXECUTIVE SUMMARY**

Annually the Capital Improvement Program (CIP) Advisory Committee reviews capital needs and recommends a program of capital improvement projects over a ten year period. The primary purpose of the CIP is aid the Board of Selectmen and the School Board in their consideration of the annual budget. As a preface to the following recommendations, it is important to note:

1. Capital Improvements totaling \$17,745,608 have been identified by the various town departments and the school district.
2. The total recommended CIP costs for 2009 is \$1,738,263. Existing and proposed debt service totals \$1,346,950 or 77% of the total CIP recommended costs for that program year.
3. In 2009, recommendations for municipal capital improvements supported by the General Fund, exclusive of debt service, total \$354,000.
4. For 2009, the Town Manager has advised that the 2009 Budget will be a status quo year with no new programs, personnel or equipment in order to meet the goals of the Board of Selectmen. The Board of Selectmen reached consensus on July 28, 2008 that their philosophy was a 2009 Budget with no more than 2 % increase over the 2008 Approved Budget.

The CIP Committee continues to balance recommended capital improvements with the fiscal impact on taxpayers. Despite the public support for capital improvements in the past, the unmet needs of our community are significant.

Many of these capital improvements require better information in order to determine actual needs and to better estimate project costs that the Committee can rely. The significant demands on our limited resources requires prioritization of projects, phasing of some projects, pre-funding of improvements through the continued use of expendable trusts, when necessary bonding of projects, and in some instances, deferral of projects to subsequent years.

## **RECOMMENDATIONS OF THE COMMITTEE**

### **Fire Department**

#### Fire Equipment Replacement Expendable Trust Fund:

Recommendation: No funds are recommended at this time.

Rationale: In 2008, the Town will purchase an aerial platform/ pumper truck utilizing existing funds from the Fire Equipment Replacement Expendable Trust Fund.

#### Fire Station:

Recommendation: No additional funds are needed.

Rationale: The fire station expansion approved in 2008 is under construction, within budget and on time. The debt service associated with the project will go into full effect in 2009 (\$214,661/ year for 15 years).

### **Department of Public Works**

#### Capital Equipment:

Recommendation: No funds are recommended at this time.

Rationale: To meet the Selectmen's '09 budget directive, the Department of Public Works has not requested any major equipment replacements in 2009.

The Committee requests that in 2009 that the Town Manager provide a complete capital equipment inventory as part of the update process so that proposed replacements are represented in a complete context. Energy considerations and reduced capital replacement costs should be taken into consideration especially in difficult economic times.

#### Roads:

Recommendations. \$100,000 towards the Batchelder Hill Road project.

Rationale: In 2008, \$250,000 was appropriated. Bids came in substantially higher than budgeted. Filling the funding shortfall should be a high priority. (It is the Committee's view that completing this project is of higher priority than the \$100,000 requested by for Old Follet Road in 2009).

Recommendation: \$25,000 towards the Main Street Rehabilitation Expendable Trust Fund established in 2008.

Rationale: this fund was created in 2008 together with a payment of \$25,000. The 2009 and 2010 payments to the fund will allow the town to proceed with survey and design.

The Committee requests that in 2009, that the Town Manager provides a complete road inventory as part of the update process together with the Town's criteria for determining road reconstruction priorities.

## **General Government.**

### Waterfront Infrastructure:

Recommendation: Continue to fund the Waterfront Infrastructure Expendable Trust Fund at \$35,000 per year for 2009-2011 as previously scheduled.

Rationale: The priority identified for this ETF is the repair/replacement of the docks at Cattle Landing. DPW is in the process of developing an inventory of town docks, which should be provided through the Town Manager to the Committee for the 2009 update cycle.

### Wicwas Dam:

Recommendation: No additional funds are recommended.

Rationale: Construction funds for the Wicwas Dam have been previously scheduled for 2010 and 2011. This is a joint project with NHDOT. NHDES has requested repairs due to the possibility of overflow washing out the road. The CIP Advisory Committee was previously advised that NHDOT had not yet confirmed their financial participation. There was no project update in 2008.

## **Conservation.**

### Open Space/Conservation:

Recommendation: No additional funds are recommended for the Open Space Expendable Trust Fund at this time.

Rationale: Fund raising is currently underway for the Page Pond project. Although the 2008 bond authorization (400,000) has not yet been exercised the potential debt associated with this authorization is included in the attached analysis (\$50,279/ year for 10 years). The Conservation Commission agreed to forego any requests for payments to the Open Space ETF during the life of the loan.

## **Parks and Recreation.**

### Recreation Facilities:

Recommendation: Establish a Recreation Facilities Improvements Expendable Trust Fund. Allocate \$50,000 in 2009 and \$50,000 in 2010 for the purpose of making improvements to Childs Park located in Meredith Center. The scope of improvements may include replacement of an existing playground; add a restroom/warming hut building, maximize parking and re-surfacing of the basketball court.

Rationale: Childs Park is an important neighborhood park in Meredith Center. The park improvements would be coordinated so as to accommodate future safety improvements at this intersection. The department continues to develop an overall facilities improvement plan for all facilities under its jurisdiction.

## **Water Department**

The Water Department and the Water System Committee (WSC) met with the CIP Advisory Committee on two occasions in 2008. The CIP Committee was updated on the progress made towards developing a facilities plan for the source, treatment, storage and distribution components of the water works. As of the September CIP meeting, the WSC demonstrated significant progress; however definitive plans and priorities were not yet available. Work of the WSC will necessarily continue beyond the fall 2008 CIP process. The CIP Committee is supportive of the work being accomplished by the WSC and looks forward to the 2009 cycle at which time a completed plan and rate study can be considered.

### Water System Improvements:

Recommendation: Allocate \$100,000 in 2009 towards the Water System Improvements Expendable Trust.

Rationale: The WSC and the Water Department have identified various short term needs including raw water pump replacements, SCADA system upgrades, meter replacements, leak detection and a groundwater source study. A portion of the short term needs may be fundable thru capital reserves on hand to be determined by the Board of Selectmen. The \$100,000 should be applied to the priorities that are presented during the 2009 budget process.

## **Sewer Department.**

### Sewer System Improvements:

Recommendation: Funds for significant sewer system improvements or payments to a Sewer System Improvements ETF were not scheduled at this time.

Rationale: A study of the sewer system is under way and may be completed by year end 2008. No information or updates have been presented to the CIP Advisory Committee. Upon completion of the study, system needs will be better defined, estimated and prioritized. This information will feed into the 2009 amendment process.

## **Inter-Lakes School District.**

### Facilities Expendable Trust:

Recommendation. Allocate \$37,312 for payment to the Facilities Expendable Trust Fund. This represents Meredith's share of a \$50,000 total ETF payment.

Rationale: The District utilizes funds when needed to make repairs to existing facilities.

## **Total Requested Projects by Year by Department - Spreadsheet Format.**

The attached spreadsheet identifies projects requested by each department, the estimated net cost for each project, the year in which a project has been requested and if applicable, the year in which the project has been scheduled by the CIP Advisory Committee. The spreadsheet also includes summaries of existing and proposed debt.

**TOTAL REQUESTED PROJECTS BY YEAR BY DEPARTMENT  
RECOMMENDATIONS - 10/01/2008  
NET COST (Taxation)**

<u>PROJECTS</u>			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Fire Department</b>												
Equipment Replacement	Requested	Year										
	\$ -											
<b>Fire Department Total:</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Public Works</b>												
Equipment:												
Kenworth Dump Truck (Replacement) (Highway)	\$ 170,000	2010		\$ 145,000.00								
Brush Chipper (Highway)	\$ 90,000	2011			\$ 90,000.00							
Kenworth Dump Truck (Replacement) (Highway)	\$ 170,000	2012				\$ 155,000.00						
CAT Loader (Replacement) (Highway)	\$ 250,000	2013					\$ 250,000.00					
1994 Tub Grinder (Replacement) (Solid Waste)	\$ 250,000	2014						\$ 250,000.00				
International Loader (Replacement) (Highway)	\$ 125,000	2015							\$ 125,000.00			
Dresser Loader (Replacement) (Highway)	\$ 100,000	2016								\$ 100,000.00		
<b>Equipment Totals:</b>			\$ -	\$ 145,000.00	\$ 90,000.00	\$ 155,000.00	\$ 250,000.00	\$ 250,000.00	\$ 125,000.00	\$ 100,000.00	\$ -	\$ -
Roads:												
Batchelder Hill Road (supplement to project)	\$ 250,000	2008	\$ 100,000.00									
Bayshore Drive (Joint Project)	\$ 174,100	2009	\$ -									
Old Follet Road	\$ 100,000	2009										
Bonney Shores/Sawmill Shores	\$ 110,000	2010										
Jeness Hill Road (Joint Project)	\$ 314,620	2011										
Main Street Rehab (Survey & Design) (ETF)	\$ 150,000	2007	\$ 25,000.00	\$ 25,000.00								
**Main, So. Main & Lang Street (Joint Dept Project)	\$ 550,000	2011				\$ 550,000.00						
**Main & So. Main Streets Hydrant Replacements - Roadway Per Water Dept Estimates (DPW verification needed)	\$ 150,000	????										
<b>Roads Totals:</b>			\$ 125,000.00	\$ 25,000.00	\$ -	\$ 550,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facilities:												
New Highway Garage	\$ 3,800,000	2013		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00						
<b>Facilities Totals:</b>				\$ 100,000.00	\$ 100,000.00	\$ 100,000.00						
<b>Public Works Total:</b>			\$ 125,000.00	\$ 270,000.00	\$ 190,000.00	\$ 805,000.00	\$ 250,000.00	\$ 250,000.00	\$ 125,000.00	\$ 100,000.00	\$ -	\$ -
<b>General Government</b>												
Waterfront Infrastructure Improvements - ETF	\$ 125,000	2007	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00							
Wicwas Dam Construction	\$ 200,000	2009		\$ 50,000.00	\$ 50,000.00							
Municipal Building - ETF	\$ -											
Downtown Parking - ETF	\$ -											
<b>General Government Total:</b>			\$ 35,000.00	\$ 85,000.00	\$ 85,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Conservation</b>												
Open Space/Conservation - ETF												
<b>Conservation Total:</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Parks &amp; Recreation</b>												
Childs Park Improvements - ETF (Recreation Facility Improvements)	\$ 110,000	2012	\$ 50,000.00	\$ 50,000.00								
Prescott Park Phase II (Field Reconstruction)	??	??										
<b>Parks &amp; Recreation Total:</b>			\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Meredith Public Library</b>												
Meredith Public Library Total:			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL REQUESTED PROJECTS BY YEAR BY DEPARTMENT

**RECOMMENDATIONS - 10/01/2008  
NET COST (Taxation)**

<u>Water Department</u>	<u>Requested</u>		<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b><u>Distribution System Improvements:</u></b>												
Avery St/Water St Main Extension & Rehab	\$ 620,000	2008										
Bayshore Drive Project (Water Line Replacement)	\$ 236,043	2009	\$ -									
Lower Ladd Hill Water Main Replacement	\$ 800,000	2010										
Jenness Hill Water Main Replacement	\$ 107,923	2011										
Infrastructure Repair/Refurbish, Replace (ETF)	\$ 300,000	2013					\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Water Main Extension to Well	\$ 250,000	2015							\$ 250,000.00			
Water Main Extension to Storage Tank	\$ 1,000,000	2016								\$ 1,000,000.00		
**Main St Hydrant Replacement/So. Main St Water Main	\$ 300,000	????										
<b><u>Water Treatment Plant:</u></b>												
SCADA System Upgrade (Water ONLY)	\$ 110,000	2009	\$ -									
Property Acquisition	TBD	????										
Upgrade/Expansion - Design	\$ 500,000	????										
Upgrade/Expansion - Construction	\$ 2,500,000	????										
Water Treatment Disinfection Change	\$ 400,000	????										
<b><u>Water Storage Tank:</u></b>												
Property Acquisition	\$ 150,000	2011										
Storage Tank - Design	\$ 100,000	2014										
Storage Tank - Construction	\$ 1,800,000	2015										
<b><u>Water Supply:</u></b>												
Water System Improvements - ETF	????	2008	\$ 100,000.00									
Groundwater Source Study - Phases I & II	\$ 110,000	2009	\$ 110,000.00									
Groundwater Source Study - Land Acquisition	\$ 250,000	2010										
	\$ 200,000	2013										
Groundwater Source Study - Well Installation	\$ 250,000	2015										
Estimated Water Revenue Offset - 60%			\$ (66,000.00)	\$ -	\$ -	\$ -	\$ (180,000.00)	\$ (180,000.00)	\$ (330,000.00)	\$ (780,000.00)	\$ (180,000.00)	\$ (180,000.00)
<b>Water Department Total:</b>			\$ 144,000.00	\$ -	\$ -	\$ -	\$ 120,000.00	\$ 120,000.00	\$ 220,000.00	\$ 520,000.00	\$ 120,000.00	\$ 120,000.00
<b><u>Sewer Department</u></b>												
			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Sewer System Improvements - ETF	\$ 25,000	2008										
SCADA System (Sewer ONLY)	\$ 40,000	2009	\$ -									
Sewer System Rehab - Slip Lining Sewer Mains	\$ 400,000	2009										
Jenness Hill Sewer Extension (Joint Project)	\$ 107,923	2011										
Estimated Sewer Revenue Offset - 60%												
<b>Sewer Department Total:</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Water &amp; Sewer Utility Project Totals:</b>			\$ 144,000.00	\$ -	\$ -	\$ -	\$ 120,000.00	\$ 120,000.00	\$ 220,000.00	\$ 520,000.00	\$ 120,000.00	\$ 120,000.00
<b>General Fund Project Totals:</b>			\$ 210,000.00	\$ 405,000.00	\$ 275,000.00	\$ 805,000.00	\$ 250,000.00	\$ 250,000.00	\$ 125,000.00	\$ 100,000.00	\$ -	\$ -
<b>Total Municipal Proposed CIP Projects:</b>			\$ 354,000.00	\$ 405,000.00	\$ 275,000.00	\$ 805,000.00	\$ 370,000.00	\$ 370,000.00	\$ 345,000.00	\$ 620,000.00	\$ 120,000.00	\$ 120,000.00
<b><u>SCHOOL DISTRICT PROJECTS</u></b>												
			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Plant Improvements - ETF (ie: Roof Replacement - High School)			37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312
<b>School District Project Total:</b>			37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312

**TOTAL DEBT SERVICES REQUIREMENTS BY YEAR BY DEPARTMENT  
RECOMMENDATIONS - 10/01/2008  
NET COST (Taxation)**

<u>PROPOSED DEBT</u>			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Lower Ladd Hill Water Main Replacement	\$ 950,000	2010										
DPW Garage (20 Years @ 5.5%)	\$ 3,800,000	2013						324,320	324,320	324,320	324,320	324,320
Water Storage Tank (Land Acquisition not included)	\$ 1,800,000	2015										
Water Treatment Plant Expansion (Land Acquisition not included)	\$ 2,500,000	????										
Proposed Municipal Debt:			-	-	-	-	-	324,320	324,320	324,320	324,320	324,320

<u>EXISTING MUNICIPAL DEBT</u>			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Meredith Public Library Expansion			84,770									
Pleasant Street (60% W&S, 40% General Fund)			113,027	181,744	120,335							
- Utility Payment Amount			(67,816)	(109,047)	(72,201)							
Plymouth Street/Rte 3 North (60% W&S, 40% General Fund)			121,976	118,917	89,890	44,944	43,756	42,567	41,379	41,379	40,191	40,191
- Utility Payment Amount			(73,186)	(71,350)	(53,934)	(26,966)	(26,253)	(25,540)	(24,828)	(24,828)	(24,115)	(24,115)
Open Space/Conservation			61,475	59,480	57,485	55,504	53,495	51,500				
Water System (50% W&S, 50% General Fund)			141,284	137,685	136,745	140,913	137,289	133,750	129,375			
- Utility Payment Amount			(70,642)	(68,843)	(68,372)	(70,456)	(68,645)	(66,875)	(64,688)			
Community Center			292,425	285,863	279,300	272,738	266,175	259,613	253,050	246,050	239,050	239,050
Police Station Bond			211,746	204,261	196,776	189,404	181,806	174,321	166,836	159,382	76,866	76,866
Bundled Project (60% W&S, 40% General Fund)			70,877	70,877	70,877	70,877	70,877	70,877	70,877	70,877	70,877	70,877
- Utility Payment Amount			(42,526)	(42,526)	(42,526)	(42,526)	(42,526)	(42,526)	(42,526)	(42,526)	(42,526)	(42,526)
Fire Department Building (15 Years @ 5.0%)			214,661	214,661	214,661	214,661	214,661	214,661	214,661	214,661	214,661	214,661
Page Pond Conservation Bond (10 years @ 5.0%)			50,279	50,279	50,279	50,279	50,279	50,279	50,279	50,279	50,279	50,279
Existing Municipal Debt:			1,108,350	1,032,001	979,315	899,370	658,501	640,213	572,003	492,861	402,870	402,870

<u>EXISTING WATER &amp; SEWER UTILITY DEBT</u>			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Pleasant Street (60% W&S, 40% General Fund)			67,816	109,047	72,201	-	-	-	-	-	-	-
Plymouth Street/Rte 3 North (60% W&S, 40% General Fund)			73,186	71,350	53,934	26,966	26,253	25,540	24,828	24,828	24,115	24,115
Water System (50% W&S, 50% General Fund)			70,642	68,843	68,372	70,456	68,645	66,875	64,688	-	-	-
Bundled Project (60% W&S, 40% General Fund)			42,526	42,526	42,526	42,526	42,526	42,526	42,526	42,526	42,526	42,526
Existing Water & Sewer Debt:			254,170	291,766	237,034	139,949	137,425	134,942	132,041	67,354	66,641	66,641

<u>SCHOOL DISTRICT DEBT</u>			<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Reconstruction of Track/Lower Field (Gross \$1.45 M)			238,600	230,464	222,327	214,191						
Total School District Debt Total:			238,600	230,464	222,327	214,191	-	-	-	-	-	-

**SUMMARY OF PROJECTS & DEBTS**

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>PROPOSED NEW Debt Service:</b>	-	-	-	-	-	324,320	324,320	324,320	324,320	324,320
<b>EXISTING General Fund Debt Service:</b>	1,108,350	1,032,001	979,315	899,370	658,501	640,213	572,003	492,861	402,870	402,870
<b>EXISTING SAU School Debt Service:</b>	238,600	230,464	222,327	214,191	-	-	-	-	-	-
<b>Total Proposed/Existing Debt Service:</b>	1,346,950	1,262,465	1,201,642	1,113,561	658,501	964,533	896,322	817,181	727,189	727,189
<b>Total General Fund Project Requests:</b>	210,000	405,000	275,000	805,000	250,000	250,000	125,000	100,000	-	-
<b>Total Water &amp; Sewer Utility Project Requests:</b>	144,000	-	-	-	120,000	120,000	220,000	520,000	120,000	120,000
<b>Total SAU School Project Requests:</b>	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312	37,312
<b>Total Proposed CIP Costs:</b>	1,738,263	1,704,778	1,513,954	1,955,873	1,065,813	1,371,845	1,278,635	1,474,493	884,502	884,502
<b>Program Capacity (2006):</b>	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000	1,870,000
<b>Variance Total Costs to Capacity:</b>	131,737	165,222	356,046	(85,873)	804,187	498,155	591,365	395,507	985,498	985,498
<b>Debt as a Percentage of CIP Costs:</b>	77%	74%	79%	57%	62%	70%	70%	55%	82%	82%