



# Project Request Form

OCD use:
CIP project # ASD-01_____

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: AMHERST MIDDLE SCHOOL      2. DATE REQUEST PREPARED: 3/10/2015
3. ITEM / PROJECT NAME: GYM FLOOR & BLEACHER REPLACEMENT
4. REQUEST PREPARED BY: JIM MINER      5. DEPT PRIORITY:     OF     PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

REMOVE, REINSTALL, REFINISH AND RELINE HARDWOOD GYMNASIUM FLOOR

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES     NO     Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |  |   |
|--|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety* | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies    | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement         | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services           | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                        | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                              | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2016.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

ORIGINAL 1973 HARDWOOD FLOOR HAS BEEN REPAIRED AND RESURFACED PREVIOUSLY. PRESENT CONDITION DOES NOT ALLOW REASONABLE FURTHER REPAIR WITH ACCEPTABLE RESULTS. REPLACEMENT IS NECESSARY. BLEACHERS ARE ORIGINAL INSTALLATIONS, ARE FAILING FROM A STRUCTURE AND SAFETY STANDPOINT AND WILL BE REPLACED IN CONJUNCTION WITH THE GYM FLOOR RENOVATION.

10. ESTIMATED USEFUL LIFE (Years):   20+        11. YEAR REQUEST REQUIRED: FY15 \_\_\_\_\_

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING   2015              

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ 75,000 _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: Safer playing conditions _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ 75,000 _____ <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
Operating budget line, outright purchase	\$75,000 _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$75,000 _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # ASD-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU-39 BRICK SCHOOL 2. DATE REQUEST PREPARED: 3/10/2015  
 3. ITEM / PROJECT NAME: HEATING SYSTEM REPLACEMENT  
 4. REQUEST PREPARED BY: JIM MINER 5. DEPT PRIORITY:     OF     PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

I REPLACE THE VINTAGE STEAM HEATING SYSTEM WITH AN UP TO DATE ENERGY EFFICIENT SYSTEM.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Lease between ASD & SAU-39

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input checked="" type="checkbox"/> Other UPGRADE _____                                  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2016.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

REPLACE THE 2 ZONE, OIL FIRED, STEAM HEATING SYSTEM WITH AN ENERGY EFFICIENT, MULTIZONE HVAC SYSTEM. THE PRESENT SYSTEM IS INEFFICIENT, 2 ZONE, COSTLY TO OPERATE, UNSATISFACTORY FOR OCCUPANT COMFORT AND FUTURE UNREPAIRABLE FAILURE IS EXPECTED.

10. ESTIMATED USEFUL LIFE (Years): 40+ 11. YEAR REQUEST REQUIRED: FY15  
 12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
 LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2015

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$110,000 _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ 110,000 <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$110,000 _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
Operating budget line, outright purchase	_____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$110,000 _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # ASD-03

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU-39 BRICK SCHOOL 2. DATE REQUEST PREPARED: 3/10/15  
 3. ITEM / PROJECT NAME: WINDOW REPLACEMENT  
 4. REQUEST PREPARED BY: JIM MINER 5. DEPT PRIORITY:      OF      PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

REPLACE THIRTY SIX (36) LARGE DOUBLE HUNG WINDOWS

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES      NO      Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <u>    </u> Removes imminent threat to public health or safety*    | g. <u>    </u> Provides incentive to economic development             |
| b. <u>X</u> Alleviates substandard condition or deficiencies          | h. <u>    </u> Eligible for matching funds available for limited time |
| c. <u>    </u> Responds to federal or state requirements to implement | i. <u>    </u> Continuation of existing project                       |
| d. <u>X</u> Improves the quality of existing services                 | j. <u>    </u> Expanded public demand                                 |
| e. <u>    </u> Provides added capacity to serve growth                | k. <u>X</u> Extends useful life of current facility or equipment      |
| f. <u>X</u> Reduces long-term operating costs                         | l. <u>    </u> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2016.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

REPLACE THE EXISTING ORIGINAL 1854 WINDOWS WITH NEW, UP TO DATE TECHNOLOGY, HISTORICALLY ACCEPTABLE REPLACEMENTS. IMPROVE OCCUPANT COMFORT, LOWER HEATING/COOLING COSTS.

10. ESTIMATED USEFUL LIFE (Years):      50+      11. YEAR REQUEST REQUIRED:      FY17     

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES X NO     

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING      2015               

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>30,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<u>X</u> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ 30,000 <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
Operating budget line, outright purchase \$30,000 _____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$30,000 _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # **ASD-CUR-01**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU 39, Curr and PD, ASD      2. DATE REQUEST PREPARED: 3/18/15
3. ITEM / PROJECT NAME: Alignment to new student learning standards
4. REQUEST PREPARED BY: Nicole Heimarck      5. DEPT PRIORITY: 1 OF 1 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)  
 SAU 39 is currently redesigning their curricular programs to meet the rigorous expectations outlined in the newly adopted student learning standards. Please reference Common Core State Standards, Next Generation Science Standards, Art Standards, the C3 Framework for SS and Outcomes for 21<sup>st</sup> Century Learners.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
 (Examples: Department Strategic Plan, Amherst Master Plan; etc.)  
 This is mapped out in a state and national expectation to improve student readiness for college and career. Students will take their first assessment measuring college and career readiness during the spring of 2015.

YES  NO  Plan or document reference: SAU 39 Strategic Plan, State Standards

8. ITEM / PROJECT RATIONALE: (check all that apply)
- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input type="checkbox"/> Alleviates substandard condition or deficiencies                  | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____  |
- \*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Alignment to new standards is a multi-year endeavor. As new standards are rolled out we need to closely examine our instructional materials and practices to those standards ensuring we are appropriately preparing students for college and career.

We are projecting an instructional material purchase in the STEM field (science, technology, engineering, and math) over the next 2-3 years. Most materials purchased will fall into science and engineering as our math curriculum and programming was recently revised to meet the new learning standards.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: 2
12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
 LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 2015 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>10,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known: _____	

\$ \_\_\_\_\_ Capital Reserve fund + \$ \_\_\_\_\_ annually  
 \$ 150,000 Other \_Instructional materials, resources, and equipment \_\_\_\_\_  
 (-) \$ \_\_\_\_\_ annually  
**\$ 110,000 Total Project Cost**

**14. Sources of Funding**

Grant from: \_Title IIa for professional services\_no more than \$10,000  
 Loan from: \_\_\_\_\_ \$ \_\_\_\_\_  
 Donation/bequest/private \$ \_\_\_\_\_  
 User fees & charges \$ \_\_\_\_\_  
 Capital reserve withdrawal \$ \_\_\_\_\_  
 Current Revenue \$ \_\_\_\_\_  
 General obligation bond \$ \_\_\_\_\_  
 Revenue bond \$ \_\_\_\_\_  
 Operating Budget \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 Total project cost \$ 150,000 \_\_\_\_\_  
 Minus Revenue \$ 10,000 \_\_\_\_\_  
 Project cost \$ 140,000 \_\_\_\_\_

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

None at this time

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>100,000</u>
Minus Revenue	\$ _____
Project cost	\$ <u>100,000</u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>100,000</u>
Minus Revenue	\$ _____
Project cost	\$ <u>100,000</u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>400,000</u> _____
Minus Revenue	\$ _____
Project cost	\$ <u>400,000</u> _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: <u>Homeland Security</u>	\$ <u>40,000</u>	<i>Not Guaranteed</i>
Loan from: _____	\$ _____	
Donation/bequest/private	\$ _____	
User fees & charges	\$ _____	
Capital reserve withdrawal	\$ <u>40,000</u>	
Current Revenue	\$ _____	
General obligation bond	\$ _____	
Revenue bond	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total project cost	\$ _____	
Minus Revenue	\$ _____	
Project cost	\$ <u>\$80,000</u>	

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: <u>Homeland Security</u>	\$ <u>50,000</u>	<i>Not Guaranteed</i>
Loan from: _____	\$ _____	
Donation/bequest/private	\$ _____	
User fees & charges	\$ _____	
Capital reserve withdrawal	\$ <u>50,000</u>	
Current Revenue	\$ _____	
General obligation bond	\$ _____	
Revenue bond	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total project cost	\$ _____	
Minus Revenue	\$ _____	
Project cost	\$ <u>100,000</u>	

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

This item is projected to extend beyond 2019 due to the cited 2023 expected equipment replacement date. Grant funds are likely, but not guaranteed. Currently, there is a CRF for the Communications Center which is funded @ \$15,000 per year for major equipment repair and maintenance.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # DPW-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-16-15
3. ITEM / PROJECT NAME: Capital Road Repairs
4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 1 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

After lengthy analysis in both 2013 and 2014 there are many roads needing reconstruction after the road bond is completed. The DPW Strategic Plan addendum 2016 identified 14.364 additional miles at a cost of \$11,419,209.46. No contingency is available to meet this need

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: 2013 CIP Submittal, 2013 Strategic Plan, 2014 & 2016 adendum  
amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- It is more cost effective to maintain a good road when it is still good, continued town support to increase the budget maintenance line will eventually meet those needs.
- Amherst's roads didn't fall apart over night, and although most of the original bond addressed many of our older roads, between 1970 and 1999 34.06 miles of town roads road were added. Emphasis on drainage (the most destructive enemy to any road) was not always the highest priority.
- The first group of roads identified in the Strategic Plan Addendum are considered beyond routine maintenance and will require approximately \$85.20 per square yard to bring them back. This will require another substantial investment.
- Interest from bonding road reconstruction continues to place a stranglehold on future budgets. Emphasis must be placed on funding a road reconstruction line within the operating budget

10. ESTIMATED USEFUL LIFE (Years): 20+ 11. YEAR REQUEST REQUIRED: 2017, 2018 at the latest

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>2,283,841.89</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ <u>9,135,394.57</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ <u>11,419,209.46</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Budget over multiple year increases</u>	<u>\$11,419,209.46</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	<u>\$11,419,209.46</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage, Transfer Station roof

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # DPW-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15
3. ITEM / PROJECT NAME: Jones, Mack Hill, Manchester, New Boston, & Boston Post Road sidewalk
4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 2 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Construct 5, 215 feet of residential sidewalk that connects a loop between Boston Post (Wilkins School 350') with New Boston Road (485''), Jones Road (2,200'), Mack Hill Road (1,580), and Manchester Road (600') with the center of town.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- a.  Removes imminent threat to public health or safety\*
- b.  Alleviates substandard condition or deficiencies
- c.  Responds to federal or state requirements to implement
- d.  Improves the quality of existing services
- e.  Provides added capacity to serve growth
- f.  Reduces long-term operating costs
- g.  Provides incentive to economic development
- h.  Eligible for matching funds available for limited time
- i.  Continuation of existing project
- j.  Expanded public demand
- k.  Extends useful life of current facility or equipment
- l.  Other \_\_\_\_\_

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- Children and adults are walking this route (in the road). With baby carriages and scooters
- Jones Road, there is a direct conflict with walkers, the playing fields (used 7 days per week), and parking for events.
- This project will greatly improve pedestrian safety both for seniors who use this walking loop for exercise and for school age children who will be able to safely walk to school. This was a considered the second most important safety concern by our committee and the first concern has now been addressed using town funds.

As part of a Road Reconstruction program, the town has invested tax monies in replacing and revitalizing sidewalks within the village. Many seniors and parents walk this proposed loop as part of an exercise program. This is the single most heavily traffic walked in the town of Amherst.

- Amherst has a historic village with two elementary schools, a very vibrant common (with lots of events), a town library, and some playing fields.
- In survey studies of parents and elementary students for the Safe Routes to School analysis report, it was revealed that without proper sidewalks, it was not deemed safe to walk the streets to school.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: \_\_\_\_\_

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS Dollar Amount (in current \$) \$ <u>45,300</u> Planning/feasibility analysis \$ <u>20,000</u> Professional services \$ <u>8,000</u> Real estate acquisition \$ _____ Site preparation \$ <u>254,723.20</u> Construction \$ _____ Furnishings & equipment \$ _____ Vehicles & capital equipment \$ _____ Capital Reserve fund \$ _____ Other _____ \$ <u>328,023.20</u> <b>Total Project Cost</b>	IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs _____ Add personnel _____ Increased O & M costs _____ Reduce personnel _____ Decreased O & M costs Explain: _____ Dollar cost of impacts if known: + \$ _____ annually (-) \$ _____ annually
--	---	--

**14. Sources of Funding**

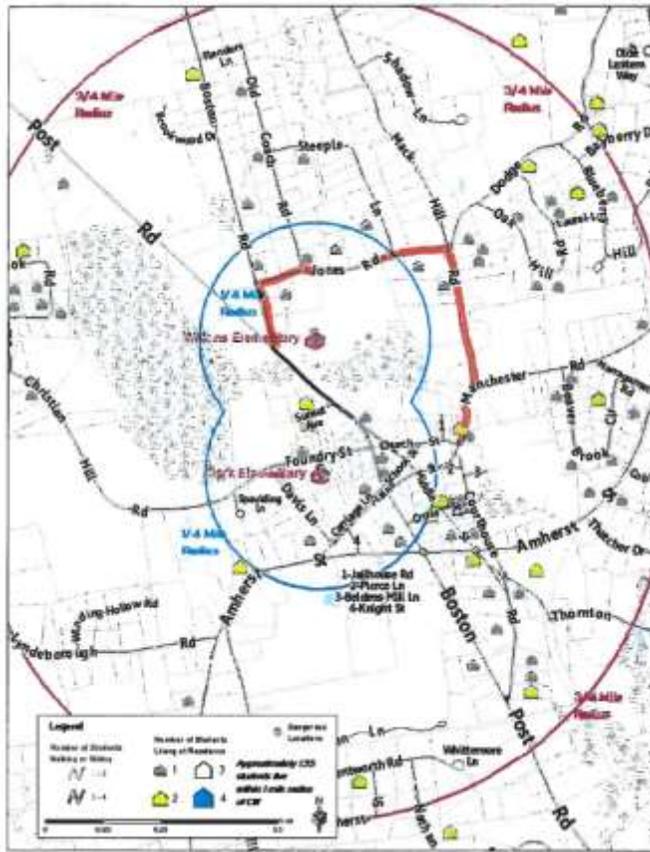
Grant from: <u>Federal gov.</u>	\$ <u>262,418.56</u>
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Warrant Article</u>	\$ <u>65,604.64</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>328,023.20</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # DPW-03

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15
1. ITEM / PROJECT NAME: 40' X 50' Standalone DPW Mechanic's garage
2. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 2 OF 5 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

See Attached

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: it was part of this years Ways and Means report to the Board of Selectmen

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development  |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time                                  |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project   |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment                         |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input checked="" type="checkbox"/> Other <u>as our mechanic's role expands this helps address onqoing needs</u> |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

See attached sheet

10. ESTIMATED USEFUL LIFE (Years): 40+ 11. YEAR REQUEST REQUIRED: 2017

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ <u>        </u> Planning/feasibility analysis	<input type="checkbox"/> Add personnel
	\$ <u>        </u> Professional services	<input type="checkbox"/> Increased O & M costs
	\$ <u>        </u> Real estate acquisition	<input type="checkbox"/> Reduce personnel
	\$ <u>10,000</u> Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ <u>100,000</u> Construction	Explain: <u>Increased efficiency of repairs</u>
	\$ <u>25,000</u> Furnishings & equipment	Dollar cost of impacts if known:
	\$ <u>        </u> Vehicles & capital equipment	+ \$ <u>        </u> annually
	\$ <u>        </u> Capital Reserve fund	(-) \$ <u>        </u> annually
\$ <u>        </u> Other <u>        </u>		
\$ <u>135,000</u> Total Project Cost		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Warrant Article	\$ 125,000
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ 125,000

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**



## DEPARTMENT OF PUBLIC WORKS

22 Dodge Road  
Amherst, NH 03031  
Tel. (603) 673-2317 Fax (603) 249-8857

bberry@amherstnh.gov

#6 The Public Works garage is a flat roof, five bay 75' long x 45' wide x 12' 6" high building used to store vehicles and equipment used to maintain roads and buildings trades equipment used for town building maintenance. It is heated by waste oil with home heating oil backup.

#9 Public Works has on file (with CIP) a 5.5 million dollar garage without a target year. Realistically, with the economic upswing still in its infancy, I do not see bonding a new complex happening anytime soon.

There are three issues,

1. Unavailability of space to do a repair that might take more than the daily shift.
2. Existing garage will not support a vehicle lift.
3. There is not enough available space to support a tire changing and balancing machine or A/C equipment

Besides maintaining eighteen DPW vehicles, the mechanic also performs basic maintenance on seven police cruisers, five recreation vehicles, one Community Development vehicle, and one Town Hall car.

Each night, (specifically in winter) space used by the DPW mechanic, must be used to house/store plow/sanding equipment. Every inch of available coverage is used to protect vehicles/equipment from the elements.

Our current maintenance area is twelve feet six inches (12' 6") to ceiling. This height restriction makes any kind of vehicle lift impossible and all work is done from a creeper on the floor. This isn't anything new, but it makes even the simplest project, more labor intensive.

I am recommending a standalone forty (40) foot by fifty (50) foot metal building on eight (8) foot knee walls, wall/ceiling insulation, radiant heated concrete floor, LED interior lighting, and skylights.

I believe we are looking at approximately a \$125,000 project.





# Project Request Form

OCD use:  
CIP project # DPW-04

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-11-15  
 3. ITEM / PROJECT NAME: Rec – 3 (2008 F-350 pickup/dump)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The Recreation F-550 is jointly shared and expensed between Recreation (spring, summer, fall) and DPW (winter) to meet maintenance needs. This shared approach has successfully eliminated the need to add additional vehicles to the town fleet.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- During spring, summer, and fall months this truck is used for recreation field maintenance. During winter months, DPW uses it for road maintenance, plowing, sanding, and pretreating roads.
- The outer dump body walls are severely rusted needing repair, sand blasting, and repainting (hope to send that out early spring)
- The capital dollars would be split between two departments
- If a vehicle is on the road, it is productive but if it is in the shop with the hood up, it isn't useful to anybody requiring the regrouping of staff and planned projects.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2020

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>25,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>25,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Lease/Purchase budget line	\$25,000
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # DPW-05

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-11-15  
 3. ITEM / PROJECT NAME: Rec-1 (2004 F-550)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The Recreation F-550 is jointly shared and expensed between Recreation (spring, summer, fall) and DPW (winter) to meet maintenance needs. This shared approach has successfully eliminated the need to add additional vehicles to the town fleet.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- During spring, summer, and fall months this truck is used for recreation field maintenance. During winter months, DPW uses it for road maintenance, plowing, sanding, and pretreating roads.
- The outer dump body walls are severely rusted needing repair, sand blasting, and repainting (hope to send that out early spring)
- The capital dollars would be split between two departments
- If a vehicle is on the road, it is productive but if it is in the shop with the hood up, it isn't useful to anybody requiring the regrouping of staff and planned projects.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2017

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>70,400</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>70,400</u> Total Project Cost	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Lease/Purchase from budget	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # DPW-06

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15  
 3. ITEM / PROJECT NAME: Horace Greeley Road over Pulpit Brook, Bridge #060/158  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY:     OF     PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace 3 rotted steel culvert pipes with an engineered concrete pre-stressed bridge. The Town receives 40% upfront, spends the additional 60% and at project completion (after State inspection) is reimbursed the remaining 40%

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: State Aid Bridge Program 2010, Strategic Planning 2013 Addendum 2016, CIP submittal 2014

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development                        |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input checked="" type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                       |
| d. <input type="checkbox"/> Improves the quality of existing services                         | j. <input checked="" type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment              |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- The steel pipes are three quarters submerged under water, but annual inspections show significant rust/rot and deflection.
- When this bridge closes, it will create a 7.5 mile detour.
- Plans and bid documents may be available by late spring (2015).
- Reconstruction is scheduled for 2020 but because of the \$0.04 increase in the gas tax, the project may be accelerated.
- Each bridge will take about five months construction time to replace.

10. ESTIMATED USEFUL LIFE (Years): 50-75 11. YEAR REQUEST REQUIRED: Fy-16

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2020 but may be accelerated

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>200,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ <u>962,650</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
<b>\$<u>1,162,650</u> Total Project Cost</b>		

**14. Sources of Funding**

Grant from: <u>NH DOT Bridge program</u>	\$ <u>930,120</u>
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ <u>232,530</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>1,162,650</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage, Transfer Station Roof

**CIP COMMITTEE NOTES:**



**THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION**



March 5, 2013

**CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER**

**JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER**

Bruce Berry  
Public Works Director  
Town of Amherst  
PO Box 960  
Amherst, NH 03031-0960

RE: AMHERST, #20231  
Horace Greeley Road over Pulpit Brook - Br. #060/158  
**ENGINEERING STUDY APPROVAL**

Dear Mr. Berry:

The Department has reviewed the Engineering Study dated February 2013 (letter to me dated February 21, 2013) as prepared by Hoyle, Tanner & Associates, Inc. (HTA) and finds it to be satisfactory.

The total estimated construction item total for the selected alternative is \$1,162,650. (\$1,388,265 in 2019 dollars with a 3% annual inflation applied).

We acknowledge that the current steel pipe-arches are severely corroded and received a Bridge Deficiency letter on October 6, 2010. We anticipate that this bridge will not make it until the programmed year of FY 2020. We understand that the Town was planning to use advanced construction before this option was taken away. With State Aid Bridge funding in flux, it is currently difficult to predict what accommodation we can make to help you address this bridge sooner if it is a higher priority than your other projects.

Please note that the current programmed amounts are \$100,000 for PE, \$5,000 for ROW and \$455,000 for CON for a project total of \$560,000. As you can see, the CON cost will be considerably higher than the Bridge Design estimate done in 2010, mostly due to poor soils and the need for deep foundations and also some slightly longer roadway approaches. We do agree with the HTA bridge alternative and the length of roadway.

If there are any questions, please contact us.

Sincerely,

for Nancy J. Mayville, P.E.  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance  
Telephone: (603) 271-2107

NJM/dmp

cc: Mark Richardson, NHDOT  
Stephen Liakos, NHDOT  
Sean James, Hoyle, Tanner & Associates, Inc.

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483  
TELEPHONE: 603-271-3734 • FAX: 603-271-3914 • TDD: RELAY NH 1-800-735-2964 • INTERNET: WWW.NHDOT.COM

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THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



January 27, 2014

CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

James O'Mara Jr., Town Administrator  
Town of Amherst  
PO Box 960  
Amherst, NH 03031

RE: INTERIM INSPECTION OF MUNICIPALLY-OWNED BRIDGES  
TOWN OF AMHERST

Dear Mr. O'Mara:

Enclosed are copies of interim bridge inspection reports for three municipally owned bridges in the Town of Amherst, which have been made to update our annual submission to the Federal Government. Please note that Red List bridges are in bold type.

<u>Bridge #</u>	<u>Location</u>	<u>Recommended Posting</u>
-----------------	-----------------	----------------------------

*In order to be legal and enforceable, weight signs (black letters on a white background) need to be located at each end of the bridge. Advisory width signs (black letters on yellow background) should also be located at each end of the bridge. At the Town's discretion, you may post a structure at a lower weight limit than the Department's recommended posting.*

060/158	Horace Greeley Road over Pulpit Brook	No Posting Required
109/090	New Boston Road over Beaver Brook	No Posting Required
134/100	Manchester Road over Beaver Brook	"Bridge Closed" and Barricaded

Please note if there are any changes in the recommended weight posting or lack of postings for your bridge. Even though a bridge may be recommended for a weight posting or closure by the State, the decision to properly post or close the structure is the responsibility of the municipal officials. It is the best interest of the municipality to post or sign your bridges in accordance with these recommendations. A failure to warn motorists of potential bridge hazards could result in tort liability claims. Also, if your bridges are not posted properly, it will result in forfeiture of any possible Federal Highway Funds for projects in your municipality.

Our bridge inspectors have indicated that the bridges listed above are in compliance with DOT's recommendations; therefore no action needs to be taken by the Town. Please call if there are any questions.

Sincerely,

Nancy J. Mayville, P.E.  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance  
Tel: (603) 271-2107 / Fax: (603) 271-8093

NJM/sa  
Enclosures

cc: Amherst Public Works Director  
Commissioner, Department of Education  
Risk Management Representative, Local Government Center

S:\Planning\Community Assistance\1-Municipalities\Amherst\Bridge Inspection\Interim 1-27-14.doc

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483  
TELEPHONE: 603-271-3734 • FAX: 603-271-3914 • TDD: RELAY NH 1-800-735-2964 • INTERNET: WWW.NHDOT.COM







# Project Request Form

OCD use:  
CIP project # DPW-07

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15  
 3. ITEM / PROJECT NAME: Boston Post sidewalk between Bean Field and Homestead Road  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 3 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

This is a placeholder for a Transportation Enhancement grant but will meet grant threshold of \$200,000 will need expansion to include a foot bridge heading northwest over the Souhegan River

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Safe Routes to School plan 2013, Strategic Plan 2013

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Students walk between the Bean property and Homestead Circle along the road edge. A sidewalk at this location would greatly enhance a significant public safety concern.

Current funding levels cannot support this project.

This project must be expanded in length to be considered for 80% federal reimbursement or a joint 50/50 warrant article with the schools

10. ESTIMATED USEFUL LIFE (Years): 25+ 11. YEAR REQUEST REQUIRED: FY-to be determined

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ <u>10,000</u> Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ <u>83,493.13</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>93,493.13</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**



# Project Request Form

OCD use:  
CIP project # DPW-08

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-11-15  
 3. ITEM / PROJECT NAME: Truck 7 Supervisors vehicle (F-350)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

This 4X4 vehicle has a plow and is filled with all the things a working supervisor would carry to perform his duties

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- The working foreman's role is predominately out in the field. This vehicle racks up more mileage than any other vehicle in the DPW fleet and while it does not meet the CIP threshold for consideration, it does impact the DPW line item budget.
- When the F-350 replaced, it will be with an F250 equivalent.

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2021

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>25,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ <u>25,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Lease/purchase budget line	\$25,000
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ 25,000

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**



# Project Request Form

OCD use:  
CIP project # DPW-09

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-10-15  
 3. ITEM / PROJECT NAME: 2007 Massy Ferguson  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY:     OF     PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

A 5435 farm tractor with winter plow and various summer attachments (sweeper, fertilizer spreader, two [different size] posthole diggers, & power rake)

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

This tractor is used year round,

- During mud season, the power rake is used to fill and reposition 1 1/2" stone in ruts and potholes. This practice adds stability and strength to saturated gravels.
- In the summer it fertilizes commons, groom freshly graded gravel roads with the front runner rake (power angle) attachment, and repairs guardrail posts with the posthole digger.
- During winter maintenance, this machine plows town parking lots and helps push back village intersections.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2019

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014            

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>55,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>55,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/Purchase line from budget</u>	<u>\$55,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
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- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:







# Project Request Form

OCD use:  
CIP project # DPW-10

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/17/15  
 3. ITEM / PROJECT NAME: New Boston Road over Beaver Brook, Bridge # 109/090  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY:     OF     PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The town did a partial repair of this bridge in 2009 however it is still red listed and will remain so until additional repairs can be made

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input type="checkbox"/> Improves the quality of existing services                         | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

NHDOT has this bridge red listed and inspects it yearly for failure. We believe when the next phase of repairs are completed DOT will remove it from their deficiency listing. This is a concrete deck with concrete knee walls poured on top of fieldstone granite placed over ledge. The ledge bottom is the lowest point in the streambed.

- Full replacement (with state bridge aid) is estimated around \$750,000.
- Permanent repairs (engineering and construction) around \$75,000. Repairs are not eligible for reimbursable bridge aid.
- This is a budget item that funding never exists to complete. The project requires;
  - Engineered plans
  - A bid package
  - Bid award
  - construction

10. ESTIMATED USEFUL LIFE (Years): 50+ 11. YEAR REQUEST REQUIRED: FY-2019

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014            

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>20,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ <u>55,000</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>75,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Taxation</u> _____	\$ <u>75,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>75,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
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- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage, Transfer Station roof

**CIP COMMITTEE NOTES:**



THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION



January 27, 2014

CHRISTOPHER D. CLEMENT, SR.  
COMMISSIONER

JEFF BRILLHART, P.E.  
ASSISTANT COMMISSIONER

James O'Mara Jr., Town Administrator  
Town of Amherst  
PO Box 960  
Amherst, NH 03031

RE: INTERIM INSPECTION OF MUNICIPALLY-OWNED BRIDGES  
TOWN OF AMHERST

Dear Mr. O'Mara:

Enclosed are copies of interim bridge inspection reports for three municipally owned bridges in the Town of Amherst, which have been made to update our annual submission to the Federal Government. Please note that Red List bridges are in bold type.

<u>Bridge #</u>	<u>Location</u>	<u>Recommended Posting</u>
060/158	Horace Greeley Road over Pulpit Brook	No Posting Required
109/090	New Boston Road over Beaver Brook	No Posting Required
134/100	Manchester Road over Beaver Brook	"Bridge Closed" and Barricaded

*In order to be legal and enforceable, weight signs (black letters on a white background) need to be located at each end of the bridge. Advisory width signs (black letters on yellow background) should also be located at each end of the bridge. At the Town's discretion, you may post a structure at a lower weight limit than the Department's recommended posting.*

Please note if there are any changes in the recommended weight posting or lack of postings for your bridge. Even though a bridge may be recommended for a weight posting or closure by the State, the decision to properly post or close the structure is the responsibility of the municipal officials. It is the best interest of the municipality to post or sign your bridges in accordance with these recommendations. A failure to warn motorists of potential bridge hazards could result in tort liability claims. Also, if your bridges are not posted properly, it will result in forfeiture of any possible Federal Highway Funds for projects in your municipality.

Our bridge inspectors have indicated that the bridges listed above are in compliance with DOT's recommendations; therefore no action needs to be taken by the Town. Please call if there are any questions.

Sincerely,

Nancy J. Mayville, P.E.  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance  
Tel: (603) 271-2107 / Fax: (603) 271-8093

NJM/sa  
Enclosures

cc: Amherst Public Works Director  
Commissioner, Department of Education  
Risk Management Representative, Local Government Center

S:\Planning\Community Assistance\1-Municipalities\Amherst\Bridge Inspection\Interim 1-27-14.doc





# Project Request Form

OCD use:  
CIP project # DPW-11

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 3-9-15
3. ITEM / PROJECT NAME: Truck 10 (a 10 wheel 14 yard dump truck)
4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 1 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace 52,000 GVW International dump truck with new dump body, plow, wing, sander, groundspeed controls, calcium chloride system, onspot chains, road watch (temp sensor), and rear view camera

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- With a limited workforce, our two ten wheel trucks give us the ability to move more product (14 yards as opposed to 7 yards) using fewer drivers.
- The older style cab is obsolete but received a \$8,000 facelift (rust) in 2014 to pass state inspection which included sand blasting and painting. It was down a good part of that fall with nagging mechanical issues. In the summer of 2013, the truck had a Kelly Blue Book value of \$22,650 (see page 34 of 2014 Strategic Plan). In 2015 it had approximately \$3,000 worth of wiring and cold starting issues
- Besides summer use, both ten wheelers are the lifeblood of pushing back road with their larger wings during winter season
- For winter road maintenance, this truck is equipped with necessary deicing equipment to comply with the Clean Water Act of 1972

Maintenance history has shown, reliability decreases and maintenance costs increase as a vehicle ages.

EPA is clamping down on vehicles that sit outside and drip fluids.

10. ESTIMATED USEFUL LIFE (Years): 12 11. YEAR REQUEST REQUIRED: 2017

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2013 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS Dollar Amount (in current \$)	IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>194,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>194,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Lease / Purchase over 5 years	\$ 199,820
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

CIP COMMITTEE NOTES:







# Project Request Form

OCD use:  
CIP project # DPW-12

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 3-10-15  
 3. ITEM / PROJECT NAME: Truck 12, replace Ranger pickup with F-250  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 2 OF   PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace/upgrade existing Buildings and Grounds supervisor's vehicle (2003 Ranger 4x4) which was purchased used, currently has topped 185,000 miles, with an F-250 4x4 w/plow.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input checked="" type="checkbox"/> Expanded public demand                      |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

As written in the previous submittal, though less than the minimum amount for CIP consideration, pickups/utility vehicles are part of the overall vehicle/equipment replacement program and are included only to give reviewers a clearer picture of the overall lease/purchase plan.

Truck 12 is currently a 4x4 Ranger that is typically loaded with building trade tools and while a ½ ton replacement is too light for regular plowing or sanding roads, this backup strategy certainly bailed us out this previous winter (2014-15) with the unavailability of two full sized dump plow/sander trucks for the season.

Voters have not / do not, support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs and replace vehicles/equipment

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY-17

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2015

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>25,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ _____ <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/ purchase line from budget</u>	<u>\$24,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

CIP COMMITTEE NOTES:







# Project Request Form

OCD use:  
CIP project # DPW-13

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-10-15  
 3. ITEM / PROJECT NAME: Truck 15 (first of the 2005 - 6 wheel dump truck twins)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY:    OF    PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

2005 International dump truck with wing, plow, ground speed controls, sander, wet system, onspot chains, rear view camera, & thermal temp (air/ground) system

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

This vehicle is used for all forms of summer road maintenance and is critical to our winter maintenance program. The equipment it carries for winter road maintenance meets the EPA Stormwater requirements of the Clean Water Act.

This vehicle has experienced some difficulty with the required EPA mandated vapor re-burn system and it is unclear if International will continue to review waivers from the government. The truck will be 13 years old and even with our repainting program, vehicle repair history has proven it will experience significant frame and body rot by replacement time.

Each year its replacement is pushed off it creates a significant negative impact on the our vehicle repair budget line

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2018

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING               

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	<input type="checkbox"/> Add personnel
	\$ _____ Professional services	<input type="checkbox"/> Increased O & M costs
	\$ _____ Real estate acquisition	<input type="checkbox"/> Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>167,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
\$ <u>167,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/Purchase budget line</u>	<u>\$167,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
  - 2024 Chipper for \$30,000
  - 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
  - 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
  - 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
  - 2028 Truck 14 (6 wheel dump) @ \$155,000
- Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**



**Howard P. Fairfield, LLC**

Phone: 207.474.9836  
 Fax: 207.474.6526

Invoice	EQUINV000013277
Date	3/9/2015
Page	1

MUNICIPAL SPECIALISTS



**WH Rose**

Phone: 860.228.8258  
 Fax: 860.228.8313

Please Remit to:

**Howard P. Fairfield, LLC**  
**P.O. Box 414351**  
**Boston, MA 02241-4351**

Bill To:

LIBERTY INTERNATIONAL TRUCKS, I  
 1400 S WILLOW STREET  
 MANCHESTER NH 03109

Ship To:

LIBERTY INTERNATIONAL TRUCKS, I  
 TOWN OF AMHERST  
 HIGHWAY DEPARTMENT  
 AMHERST NH 03031

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Work Order #	Truck #
01-4312-10-2740	LIBINT	HACBOB	OUR TRUCK	30	23058-NH	3HAWDAARFL684229

Ordered	Shipped	B/O	Item Number	Description	U of M
1	1	0	R132TEL39PH IV9145	EVEREST REVERSIBLE TRIP EDGE11' POLY PLOW	EA
1	1	0	W132-10 IW6461	EVEREST 11' WING 10DEG BACKER ANGLE	EA
1	1	0	ACPF/HCC36/ST62	LOW MOUNT EVEREST	EA
1	1	0	PT IV8367	EVEREST HVY-DUTY PT HITCH (W/LONG SIDE PLATES)	EA
1	1	0	EV1001056SS-STOCK 0713-2405	HOPPER 10'X56 STAINLESS STEEL	EA
1	1	0	SL31610-26X38 1404096	DURACCLASS 10' MEDIUM DUTY 6/8 YD BODY (SL6YD10)	EA
1	1	0	CENTRAL HYDRAULIC 4003852107/1747092	HYDRAULIC CONTROL SYSTEM COMPONENTS	EA
1	1	0	HYDRAULIC	HYDRAULIC COMPONENTS	EA

Subtotal	\$69,209.00
FET	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Total	\$69,209.00

All Parts returns subject to a minimum 20% restocking fee





# Project Request Form

OCD use:  
CIP project # **DPW-14**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT Amherst Heritage Commission & Amherst Public Works 2. DATE REQUEST PREPARED: 03/12/15

3. ITEM / PROJECT NAME: Last Phase of Town Hall renovations

4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 1 OF 5 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The (1825) Amherst Town Hall is rich with history and as the present day caretakers of the building; we have a responsibility for its maintenance by craftsmen who understand proper architectural restoration. There are three parts to this submittal, 1) restoration of windows and frames w/interior storm windows, 2) Pointing up and repair of exterior brick (there are 5 different versions of compound) work. 3) Stripping and painting the wooden addition clapboards and trim.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- a.  Removes imminent threat to public health or safety\*
- b.  Alleviates substandard condition or deficiencies
- c.  Responds to federal or state requirements to implement
- d.  Improves the quality of existing services
- e.  Provides added capacity to serve growth
- f.  Reduces long-term operating costs
- g.  Provides incentive to economic development
- h.  Eligible for matching funds available for limited time
- i.  Continuation of existing project
- j.  Expanded public demand
- k.  Extends useful life of current facility or equipment
- l.  Other A good preventative maintenance program

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

This project will

- 1) Fully restore eleven 12 over 12 style, fourteen 6 over 6 style, two small 6 over 6 style, five 2 over 2 style and the 7 lite fan transom window over the front door.
- 2) Analyze, clean, and point, the various versions with lime mortar made from burned limestone (rather than ground limestone). Lime mortar has low compression strength, high flexibility, absorbs movement, and protects the brick. The burning process is what gives lime mortar the properties required for historic masonry preservation.
- 3) Scrape, prime, and paint the wooden clapboards addition on the northeast corner of Town Hall

10. ESTIMATED USEFUL LIFE (Years): 40 11. YEAR REQUEST REQUIRED: FY-17

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS Dollar Amount (in current \$) \$ <u>1,000</u> Planning/feasibility analysis \$ <u>60,000</u> Professional services \$ _____ Real estate acquisition \$ _____ Site preparation \$ <u>32,000</u> Construction \$ _____ Furnishings & equipment \$ _____ Vehicles & capital equipment \$ _____ Capital Reserve fund \$ _____ Other _____ \$ <u>93,000</u> <b>Total Project Cost</b>	IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs _____ Add personnel _____ Increased O & M costs _____ Reduce personnel _____ Decreased O & M costs Explain: <u>all three items are preventative maintenance items to reduce costs</u> Dollar cost of impacts if known: + \$ _____ annually (-) \$ _____ annually
--	---	--

**14. Sources of Funding**

Grant from: <u>various submittals</u>	\$ <u>3,000</u>
Loan from: _____	\$ _____
Donation/bequest/private	\$ <u>3,000</u>
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>93,000</u> <u>budget estimate</u>
Minus Revenue	\$ <u>6,000</u> <u>est.</u>
Project cost	\$ <u>87,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage, & Transfer Station Enclosure

**CIP COMMITTEE NOTES:**



Two pictures of the front entrance, notice not only the variations in lime mortar perhaps some burned limestone and some by other means. The top picture shows brick deterioration in the lower left hand corner by door. The doors in need of paint, speak for themselves. Oh they shrink in the winter and swell in the summer. Above the door is the 7 lite fan transom window.



An example of the 12 over 12 style window needing full restoration including rotted sills, additionally the northeast addition needs to be scraped, primed, and painted.







# Project Request Form

OCD use:  
CIP project # DPW-15

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-10-15  
 3. ITEM / PROJECT NAME: Truck 14 (2005 - 6 wheel dump truck)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

2005 International dump truck with wing, plow, ground speed controls, sander, wet system, onspot chains, rear view camera, & thermal temp (air/ground) system

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- This vehicle is used for all forms of summer road maintenance and is critical to our winter maintenance program.
- This vehicle has experienced some difficulty with the required EPA mandated vapor re-burn system and it is unclear if International will continue to review waivers from the government. The truck will be 13 years old and even with our repainting program, vehicle repair history has proven it will experience significant frame and body rot by replacement time.
- Each year its replacement is pushed off it creates a significant negative impact on the our vehicle repair budget line
- For winter road maintenance, this truck is equipped with necessary deicing equipment to comply with the Clean Water Act of 1972

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program.

Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: 2018

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>167,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>167,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/Purchase budget line</u>	<u>\$167,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
  - 2024 Chipper for \$30,000
  - 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
  - 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
  - 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
  - 2028 Truck 14 (6 wheel dump) @ \$155,000
- Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:



**Howard P. Fairfield, LLC**

Phone: 207.474.9836  
 Fax: 207.474.6526

Invoice	EQUINV000013277
Date	3/9/2015
Page	1

MUNICIPAL SPECIALISTS



**WH Rose**

Phone: 860.228.8258  
 Fax: 860.228.8313

Please Remit to:

**Howard P. Fairfield, LLC**  
**P.O. Box 414351**  
**Boston, MA 02241-4351**

Bill To:

LIBERTY INTERNATIONAL TRUCKS, I  
 1400 S WILLOW STREET  
 MANCHESTER NH 03109

Ship To:

LIBERTY INTERNATIONAL TRUCKS, I  
 TOWN OF AMHERST  
 HIGHWAY DEPARTMENT  
 AMHERST NH 03031

Purchase Order No.	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Work Order #	Truck #
01-4312-10-2740	LIBINT	HACBOB	OUR TRUCK	30	23058-NH	3HAWDAARFL684229
Ordered	Shipped	B/O	Item Number	Description	U of M	
1	1	0	R132TEL39PH IV9145	EVEREST REVERSIBLE TRIP EDGE11' POLY PLOW	EA	
1	1	0	W132-10 IW6461	EVEREST 11' WING 10DEG BACKER ANGLE	EA	
1	1	0	ACPF/HCC36/ST62	LOW MOUNT EVEREST	EA	
1	1	0	PT IV8367	EVEREST HVY-DUTY PT HITCH (W/LONG SIDE PLATES)	EA	
1	1	0	EV1001056SS-STOCK 0713-2405	HOPPER 10'X56 STAINLESS STEEL	EA	
1	1	0	SL31610-26X38 1404096	DURAClass 10' MEDIUM DUTY 6/8 YD BODY (SL6YD10)	EA	
1	1	0	CENTRAL HYDRAULIC 4003852107/1747092	HYDRAULIC CONTROL SYSTEM COMPONENTS	EA	
1	1	0	HYDRAULIC	HYDRAULIC COMPONENTS	EA	

Subtotal	\$69,209.00
FET	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
<b>Total</b>	<b>\$69,209.00</b>

All Parts returns subject to a minimum 20% restocking fee





# Project Request Form

OCD use:  
CIP project # **DPW-16**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-10-15  
 3. ITEM / PROJECT NAME: Truck 9 (2006 F-550 one ton)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

2006 17,500 GVW with plow, sander, liquid deicer saddle tank, and liquid pre-treat spray bar system for winter usage and the spray bar system is also used to aid compaction and stabilize gravels during road grading or repairing/reconstructing short sections of paved roads

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

At time of replacement, this truck will be 13 years old and its dump body has already been replaced once. The truck has topped 89,000 miles, does not require a CDL, and is used locally twelve months of the year by fulltime and summer staff for summer and winter road maintenance.

Examples of usage include but not limited to: patching, brush cutting, chipping, flagging for road projects, stoning gravel roads during spring thaw, and center of town plowing (small narrow roads)

10. ESTIMATED USEFUL LIFE (Years): 12 11. YEAR REQUEST REQUIRED: FY-19

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: <u>Older vehicles cost more to repair</u>
	\$ _____ Furnishings & equipment	_____
	\$ <u>70,400</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>70,400</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Budget – Lease/Purchase line</u>	<u>\$ 70,400</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	<u>\$ 70,400</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # **DPW-17**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-16-15  
 3. ITEM / PROJECT NAME: Remove/resurface asphalt parking for Emergency Safety Complex (Police, Fire, EMS)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 3 OF 5 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Remove existing asphalt, add approximately 120' of slotted trench drain, and 500' new drainage (15") and two catch basins, repave with 3.5" of new asphalt

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The parking area shows signs of base gravel heaving and the asphalt is breaking up. Several years ago, DPW repaired a sinkhole in front of Central Fire and removed about 10 yards of buried stumps. The drainage is nonexistent and the two existing leaching basins are of little or no value (difficult for water to reach them).

During late winter early spring, first responders, must battle icing conditions within their own complex leading to expensive slip and falls

Proposing to mill existing asphalt, add two new catch basins, and culvert pipe drainage

10. ESTIMATED USEFUL LIFE (Years): 20+ 11. YEAR REQUEST REQUIRED: FY-18

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>5,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ <u>151,710</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>156,710</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Building repair line in budget</u>	\$ <u>156,710</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage, Transfer Station shelter

**CIP COMMITTEE NOTES:**



# Project Request Form

OCD use:  
CIP project # **DPW-18**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-11-15

3. ITEM / PROJECT NAME: Truck 2 (6 wheel dump truck & part of the 08 twins)

4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The orderly replacement of a 2008 six wheel dump truck (12 years old at this writing) with plow, wing, sander, temp sensor, ground speed controls, and liquid deicers (the last two being EPA Stormwater requirements).

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- a.  Removes imminent threat to public health or safety\*
- b.  Alleviates substandard condition or deficiencies
- c.  Responds to federal or state requirements to implement
- d.  Improves the quality of existing services
- e.  Provides added capacity to serve growth
- f.  Reduces long-term operating costs
- g.  Provides incentive to economic development
- h.  Eligible for matching funds available for limited time
- i.  Continuation of existing project
- j.  Expanded public demand
- k.  Extends useful life of current facility or equipment
- l.  Other \_\_\_\_\_

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- This vehicle is used for all forms of summer maintenance work and is critical to our winter maintenance program. The ground speed control and liquid deicers meet EPA Stormwater requirements
- This vehicle has experienced some difficult with turbo's and the required EPA mandated vapor re-burn system, and other electronic components within the engine. It also experienced and engine fire in the fall of 2014 requiring \$37,000 worth of repairs and was lost to us for six months.
- For winter road maintenance, this truck is equipped with necessary deicing equipment to comply with the Clean Water Act of 1972
- The truck will be 13 years old and history has proven will be experiencing significant body rot by that time.
- Each year the replacement is pushed off, represents an approximate 05% inflation in cost.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY - 2021

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS Dollar Amount (in current \$)	IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>155,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>155,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<i>Lease/ Purchase from budget</i>	\$ <u>155,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>155,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/Purchase from budget line</u>	\$ <u>90,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>90,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # **DPW-20**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03-11-15  
 3. ITEM / PROJECT NAME: Truck 8 (2008 6 wheel dump truck)  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The orderly replacement of a 2008 six wheel dump truck (12 years old at this writing) with plow, wing, sander, temp sensor, ground speed controls, and liquid deicers (the last two being EPA Stormwater requirements).

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

This vehicle is used for all forms of summer maintenance work and is critical to our winter maintenance program. The ground speed control and liquid deicers meet EPA Stormwater requirements.

This vehicle has experienced some difficult with the required EPA mandated vapor re-burn system, and other electronic components within the engine. The truck will be 12 years old and history has proven will be experiencing significant body rot by that time.

Each year the replacement is pushed off, represents an approximate 05% inflation in cost.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs.

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY-2020

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: <u>Increased operations, decreased</u>
	\$ _____ Furnishings & equipment	<u>maintenance</u>
	\$ <u>155,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>155,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Lease/Purchase budget line _____	\$ 155,000
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ 155,000

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:







# Project Request Form

OCD use:  
CIP project # **DPW-21**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15  
 3. ITEM / PROJECT NAME: Continuous roof over sorting tables and walkway deck  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 4 OF 5 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Continuous carriage shed type (truss) metal or fiberglass roof over the complete deck protecting employees, users, and the products being trashed or recycled. Protecting the deck, and creating a better means of lighting it (in winter months) creates a safer environment for everyone.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The Transfer Station was renovated in 2008 with a half million combined dollars (town & Landfill District funds). Temporary roofs were built over each station and nothing has changed since.

Some would say there is more interaction with residents at the Transfer Station than any other town department, yet employees work out in the elements with minimal protection (small shed on either end) regardless of whether conditions. We have room to do better by both our employees and facility users.

During inclement weather, a roof would significantly improve the safety of our customers and employees alike.

10. ESTIMATED USEFUL LIFE (Years): 40+ 11. YEAR REQUEST REQUIRED: \_\_\_\_\_ FY-to be determined

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>10,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ <u>5,000</u> Site preparation	_____ Decreased O & M costs
	\$ <u>55,000</u> Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>70,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**







# Project Request Form

OCD use:  
CIP project # **DPW-22**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: 03/16/15  
 3. ITEM / PROJECT NAME: New Public Works Garage  
 4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: 5 OF 5 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

This is a placeholder to replace the DPW Garage which was built in the 60's with its last vehicle renovation in the mid 70's. It will house five of the twenty-six motorized vehicle or equipment owns and maintains. Everything else is outside year round in the elements. We lost the suspended sander hanger storage to decay compromising our limited protection. Our space is limited, land acquisition (8-10 acres) will be necessary as well

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Ways and Means report 2013, Master Plan (goal 1)

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

A

A

10. ESTIMATED USEFUL LIFE (Years): 50+ 11. YEAR REQUEST REQUIRED: To be determined

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ <u>90,000</u> Planning/feasibility analysis	<input type="checkbox"/> Add personnel
	\$ _____ Professional services	<input type="checkbox"/> Increased O & M costs
	\$ <u>780,000</u> Real estate acquisition	<input type="checkbox"/> Reduce personnel
	\$ <u>50,000</u> Site preparation	<input type="checkbox"/> Decreased O & M costs
	\$ <u>4,416,600</u> Construction	Explain: _____
	\$ <u>200,000</u> Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>5,536,600</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

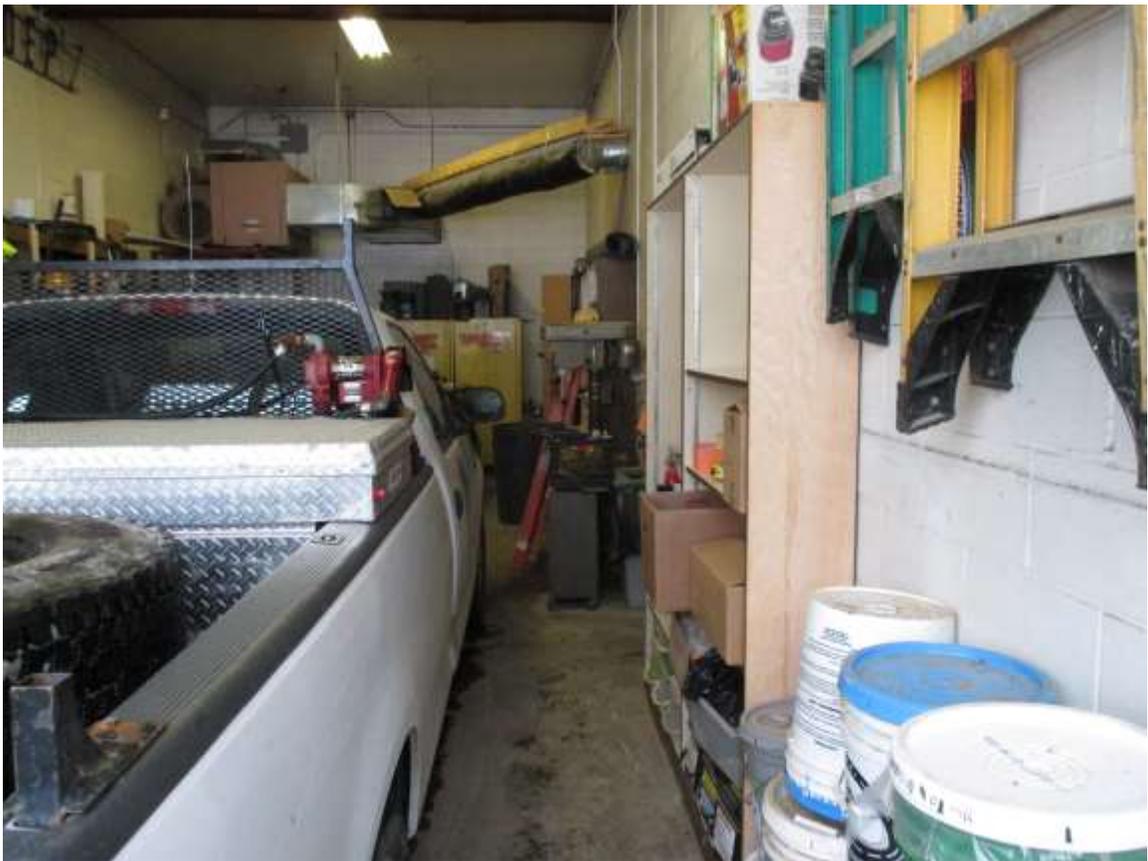
Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$5,536,600
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

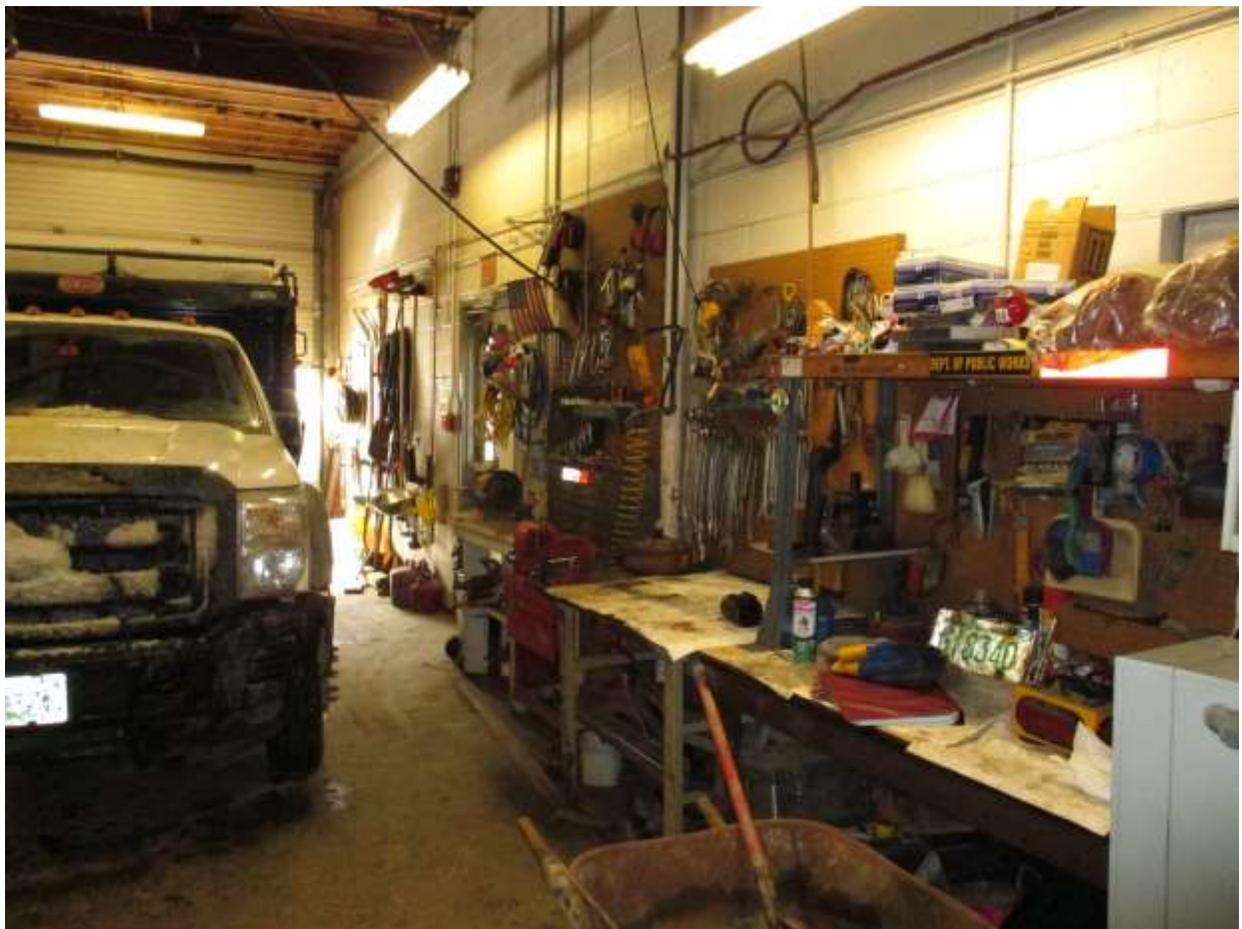
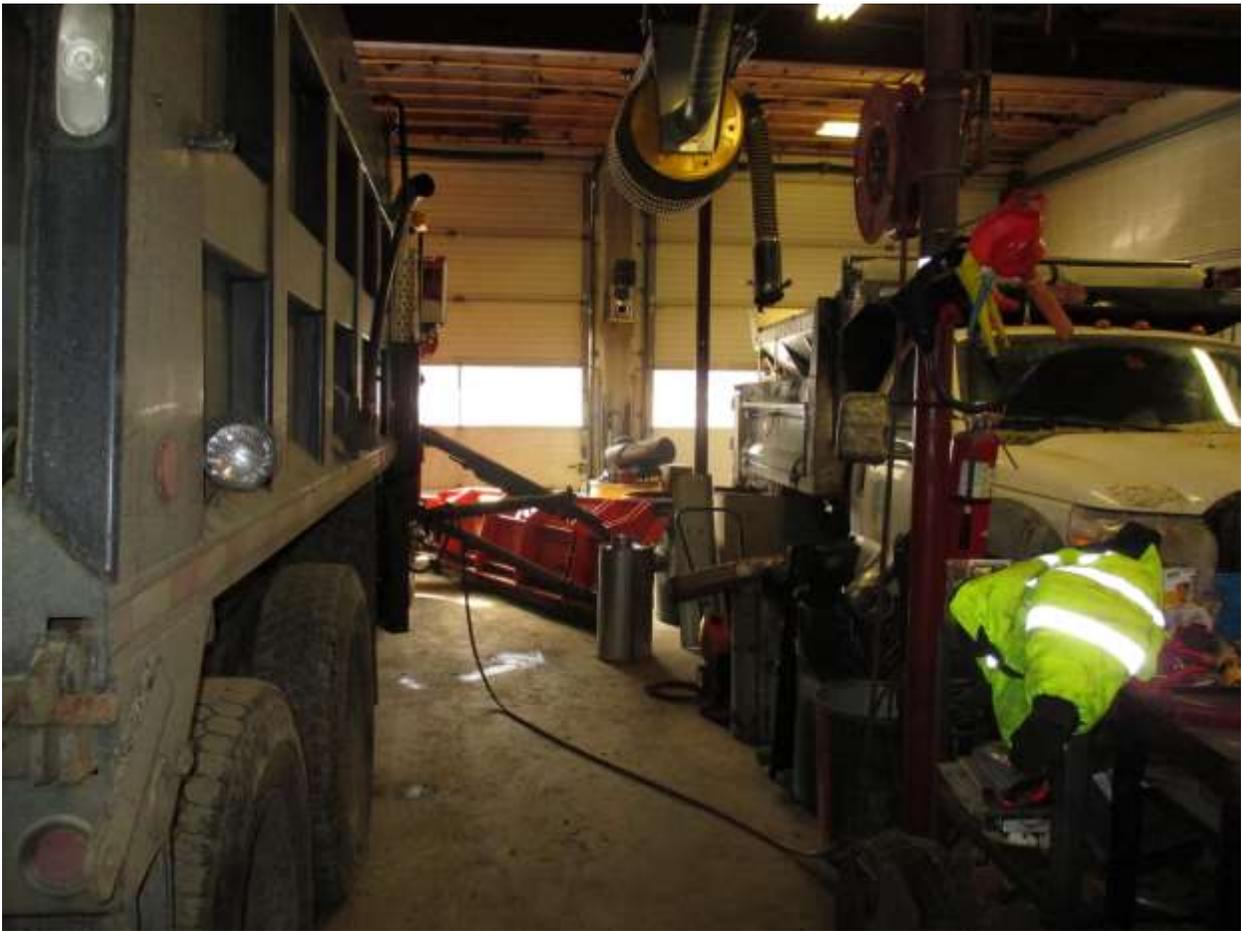
Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:













This Lego style concrete block construction started constructed in 2014 comes in at about \$16,000 per bay. The original three are constructed for one tons, the partially constructed (where the backhoe is) will handle a full 6 wheeler with the wing down. Eventually plan to close bays in with garage doors.



# Project Request Form

OCD use:  
CIP project # DPW-23

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Public Works 2. DATE REQUEST PREPARED: \_\_\_\_\_
3. ITEM / PROJECT NAME: Truck 17 (2012, ten wheel dump truck)
4. REQUEST PREPARED BY: Bruce W. Berry, Director 5. DEPT PRIORITY: OF PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace 52,000 GVW Freightliner dump truck with new dump body, plow, wing, sander, groundspeed controls, calcium chloride system, onspot chains, road watch (temp sensor), and rear view camera

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: amherstnh.gov/wp-content/uploads/2013/09/Strategic-Plan-update-Sept-14pw.pdf

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                      | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

- With a limited workforce, larger capacity trucks give us the ability to move more product (14 yards as opposed to 7 yards) using fewer drivers. Besides summer use, both ten wheelers are the lifeblood of pushing back road with their larger wings during winter season.
- For winter road maintenance, this truck is equipped with necessary deicing equipment to comply with the Clean Water Act of 1972
- Maintenance history has shown, reliability decreases and maintenance costs increase as a vehicle ages.
- EPA is clamping down on vehicles that sit outside and drip fluids.

Voters have not / do not support DPW Capital Reserves or outright purchases; we are behind in our replacement program. Lease/Purchasing from the budget seems to be the only way to control repair costs

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY-2022

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>194,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>194,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
<u>Lease/Purchase line in budget</u>	\$ <u>194,000</u>
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>194,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

- 2023+ Bridge Replacement (Thornton Ferry Road I over Beaver Brook & Boston Post Road over Caesars Brook) \$3,324,108, Truck 11 an F-250 for \$23,000, and Truck 4 (6 wheel dump) for \$155,000
- 2024 Chipper for \$30,000
- 2025 Truck 13, an F-250 P/U for \$23,000, Truck 1 an F-550 dump for \$70,400, Truck 6 (6 wheel dump) \$155,000, Trackless (roadside mower sidewalk maintenance machine) \$143,000
- 2026 Loader @ \$155,000 & Loader/backhoe @ \$120,000
- 2027 Truck 12 an F-250 @ \$23,000, Recreation 3 an F-350 we pay half of \$32,075, Truck 15 (6 wheel dump) @ \$155,000, & Truck 10 (10 wheel dump) \$177,000
- 2028 Truck 14 (6 wheel dump) @ \$155,000

Yet to be determined – Public Works Garage

**CIP COMMITTEE NOTES:**



# Project Request Form

OCD use:  
CIP project # EMS-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: EMS 2. DATE REQUEST PREPARED: 3.17.15  
 3. ITEM / PROJECT NAME: Replacement Ambulance A2  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 1 OF 4 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replacement of 2001 Ford F-350 4X% Ambulance in 2016.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Previous CIP Plan and Department strategic plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Urgently needed due to age and overall maintenance condition of town 2<sup>nd</sup> ambulance. Essential to quality of our service and the medical needs of the community.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: FY16

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 14 15 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ 196,000 Capital Reserve fund	+ \$50,000 annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ _____ <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>225,000</u> _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # EMS-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: EMS 2. DATE REQUEST PREPARED: 3.17.15  
 3. ITEM / PROJECT NAME: Replacement Paramedic Response Vehicle  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 2 OF 4 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replacement of 2005 Ford Explorer 4X% Paramedic Response Vehicle

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Previous CIP Plan and Department strategic plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____  |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Priority need in 2017 due to age and overall maintenance condition of town primary paramedic response vehicle. Essential to the quality of our service and the medical needs of the community.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: FY17

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 15 16 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ 28,000 Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ _____ <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ 28,000 _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # EMS-03

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: EMS 2. DATE REQUEST PREPARED: 3.17.15  
 3. ITEM / PROJECT NAME: Replacement Paramedic Response Vehicle  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 3 OF 4 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replacement of 2005 Ford Explorer 4X% Paramedic Response Vehicle in 2021

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Previous CIP Plan and Department strategic plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Priority need due to age and overall maintenance condition of town primary paramedic response vehicle. Essential to the quality of our service and the medical needs of the community.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: 2021

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 15 16 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ 29,000 Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ _____ <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ 29,000 _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # EMS-04

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: EMS 2. DATE REQUEST PREPARED: 3.17.15  
 3. ITEM / PROJECT NAME: Replacement Ambulance A1  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 4 OF 4 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replacement of 2001 Ford F-350 4X% Ambulance in 2022.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Previous CIP Plan and Department strategic plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Not anticipated needed until 2022 due to age and overall maintenance condition of town 2<sup>nd</sup> ambulance. Essential to quality of our service and the medical needs of the community.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: 2022

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 14 15 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ 196,000 Capital Reserve fund	+ \$50,000 annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ _____ <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>230,000</u> _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15  
 3. ITEM / PROJECT NAME: Replace 1991 Fire Engine  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 1 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 23 years old and going on 24.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service life is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2017/2018

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
 LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 16

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>575,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: <u>    AFG    </u>	\$ <u>Possible not probable</u>
Loan from: <u>                    </u>	\$ <u>                    </u>
Donation/bequest/private	\$ <u>                    </u>
User fees & charges	\$ <u>                    </u>
Capital reserve withdrawal	\$ <u>  575,000  </u>
Current Revenue	\$ <u>                    </u>
General obligation bond	\$ <u>                    </u>
Revenue bond	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
Total project cost	\$ <u>                    </u>
Minus Revenue	\$ <u>                    </u>
Project cost	\$ <u>                    </u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15  
 3. ITEM / PROJECT NAME: Finish 2<sup>nd</sup> Floor of Central Fire Station  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 2 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Complete second floor of central fire station to include sleeping quarters, showers, additional office space and storage space. This will facilitate a full merger of Fire and EMS and allow the police department to take over the EMS facility.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

When the station was built in 1988 the second floor was framed to reduce the cost of future expansion, now 25 years later it still is not finished. Currently the fire department is not staffed 24/7 partially due to the fact we have not finished the second floor. We do not have living quarters such as female and male showers, locker rooms or sleeping quarters that would be include in the second floor. During major events such as snow storms, hurricanes or floods 2-3 time per year firefighters sleep at the station voluntarily and sleep on tables or folding chairs because we have no living quarters..

After a fire or hazardous materials emergency firefighters are contaminated with toxic and cancer causing materials. To remove these material firefighters need to take a shower, change their clothing, wash their clothing this is not possible as we do not have the facilities to do this.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2017/2018

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 12, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>195,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: ___ AFG _____	\$ ___ Possible but not probable
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>195,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>195,000</u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-03

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15  
 3. ITEM / PROJECT NAME: Replace 1994 Fire Engine  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 3 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 20 years old and going on 21.

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service life is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2020/2021

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ <u>575,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: <u>    AFG    </u>	\$ <u>Possible not probable</u>
Loan from: <u>                    </u>	\$ <u>                    </u>
Donation/bequest/private	\$ <u>                    </u>
User fees & charges	\$ <u>                    </u>
Capital reserve withdrawal	\$ <u>  575,000  </u>
Current Revenue	\$ <u>                    </u>
General obligation bond	\$ <u>                    </u>
Revenue bond	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
Total project cost	\$ <u>                    </u>
Minus Revenue	\$ <u>                    </u>
Project cost	\$ <u>  575,000  </u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-04

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15
3. ITEM / PROJECT NAME: Refurbish 1997 Ladder Tower
4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 4 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 17 years old and going on 18 and past due for refurbishing.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service life is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2018/2019

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
\$ <u>50,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>50,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>50,000</u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-05

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15
3. ITEM / PROJECT NAME: Replace 2003 Fire Engine
4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 5 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 11 years old and going on 12 and past due for refurbishing.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service live is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2023/2024

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ <u>550,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: <u>    AFG    </u>	\$ <u>Possible not probable</u>
Loan from: <u>                    </u>	\$ <u>                    </u>
Donation/bequest/private	\$ <u>                    </u>
User fees & charges	\$ <u>                    </u>
Capital reserve withdrawal	\$ <u>550,000</u>
Current Revenue	\$ <u>                    </u>
General obligation bond	\$ <u>                    </u>
Revenue bond	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
<u>                                    </u>	\$ <u>                    </u>
Total project cost	\$ <u>                    </u>
Minus Revenue	\$ <u>                    </u>
Project cost	\$ <u>                    </u>

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-06

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15
3. ITEM / PROJECT NAME: Refurb 2003 Engine
4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 6 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 8 years old and going on 9 years old. Although a quality truck we have experienced problems with the fiberglass tank that will need to be replaced.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety*    | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service life is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2016/2017

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>40,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>40,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>40,000</u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-07

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15
3. ITEM / PROJECT NAME: Replace 2006 Ford Brush/Commend Vehicle
4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 7 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Having a command vehicle with adequate communications equipment, accountability systems and response plans is essential to successfully managing emergencies. Equally important is having redundancy and backup plans therefor we never rely on just one piece of equipment in case it fails or is unavailable for a variety of reasons. In this case the Deputy Chief Vehicle serves multiple purposes. Transportation for conducting inspections, as a vehicle for fighting brush or forest fires and a backup command vehicle.

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input checked="" type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input checked="" type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                                 |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Vehicle will be 10 years old next year, we are experiencing significant problems with the electronics that are likely to cost 5-8 thousand dollars to correct. Our mechanics have recommended replacement as soon as possible.

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY 2017/2018

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>50,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>50,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>50,000</u>

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-08

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15
3. ITEM / PROJECT NAME: Refurbish 2007 Tanker
4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 8 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Service life of a fire engine based on the National Fire Protection Association is 10 years of primary service and five years as a reserve apparatus. Being a small New England town our experience is we can safely get 20 years of service. A 20 year replacement schedule is common in New England. This truck is now 8 years old and going on 9 years old. Although a quality truck we have experienced problems with the fiberglass tank that will need to be replaced.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input checked="" type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input checked="" type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                                 |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Based on the National Consensus standards a fire engine service life is 15 years due to changes in technology and safety features. We stretch this life to 20 years of based on the size of Amherst and the number of calls we answer. In the past we have refurbished apparatus at 10 years of age in order to stretch the life of the truck to 20 years of age. We now have two trucks past due for refurbishing due to budget constraints.

Based on the current size of Amherst (12k population 34 sq miles) four fire engines is adequate to maintain a favorable Insurance Service Office Fire Suppression Rating. Our current Public Protection Classification (PPC) is based on a number of factors including the number of fire apparatus we have. In order to maintain this rating and adequate fire apparatus the Town of Amherst needs to replace a fire engine every five years. We are now 7 years behind.

10. ESTIMATED USEFUL LIFE (Years): 20 11. YEAR REQUEST REQUIRED: FY 2019/2020

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>50,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>50,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>50,000</u>

---

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # FD-09

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15  
 3. ITEM / PROJECT NAME: Replace 2009 Ford Commend Vehicle  
 4. REQUEST PREPARED BY: Matt Conley 5. DEPT PRIORITY: 9 OF 9 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Having a command vehicle with adequate communications equipment, accountability systems and response plans is essential to successfully managing emergencies. The number one reason for losing a firefighter life in the line of duty is insufficient management and accountability.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input checked="" type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies       | h. <input checked="" type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input checked="" type="checkbox"/> Expanded public demand                                 |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth                | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Previous Chief purchased a pickup truck thinking it would also be used as a utility vehicle. The vehicle primary function is incident command and should be an SUV to accommodate an appropriate command console in the rear for incident management.

10. ESTIMATED USEFUL LIFE (Years): 10 11. YEAR REQUEST REQUIRED: FY 2020/2021

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
 LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 10, 13, 14, 15

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>50,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ <u>50,000</u>
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>50,000</u>

---

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # **GG-01**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: General Government 2. DATE REQUEST PREPARED: 03.17.15  
 3. ITEM / PROJECT NAME: Recreation Land Acquisition  
 4. REQUEST PREPARED BY: James M. O'Mara, Jr. 5. DEPT PRIORITY: 1 OF 1 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Approximately 8- 10 acres of flat land for playing fields, playground and associated parking.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: AMP Goal 2 (pages 63 & 64)/Recreation Master Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input checked="" type="checkbox"/> Provides incentive to economic development  |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input checked="" type="checkbox"/> Expanded public demand                      |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth          | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The anticipated loss of two flat fields and a baseball diamond in September 2014, coupled with both a public and private growth trend indicates the need for more playing space. The Town has no playing space of its own and relies on a strong relationship with our schools to meet past and current recreational needs of the community. Land acquisition is necessary to meet current needs and future demands of team sports.

Based on recent sales survey data from Assessing Department land is estimated at \$78,000 per acre

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: TBD

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING FY2015, FY2016 , , ,

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ <u>30,000</u> Planning/feasibility analysis	<input type="checkbox"/> Add personnel
	\$ _____ Professional services	<input type="checkbox"/> Increased O & M costs
	\$ <u>780,000</u> Real estate acquisition	<input type="checkbox"/> Reduce personnel
	\$ _____ Site preparation	<input type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ <u>810,000</u> <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>810,000</u> _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # **GG-02**

## 2017-2022 CIP Project Request Form

1. DEPARTMENT: General Government 2. DATE REQUEST PREPARED: 03.17.2015  
 3. ITEM / PROJECT NAME: Land Acquisition - DPW  
 4. REQUEST PREPARED BY: James M. O'Mara, Jr. 5. DEPT PRIORITY: 2 OF 2 PROJECT

5. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

The Town currently has no identifiable land to accommodate the building of a much needed new facility for our Department of Public Works. A five (5) acre minimum is required to erect a DPW facility.

6. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Amherst Master Plan; departmental work program(s); etc.)

YES  NO  Plan or document reference (attach supporting materials): AMP Goal 1 (page 69)

7. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety          | g. <input checked="" type="checkbox"/> Provides incentive to economic development           |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____   |

8. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

9. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUIRED: TBD

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO   
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ <u>5,000</u> Planning/feasibility analysis	<input type="checkbox"/> Add personnel
	\$ _____ Professional services	<input type="checkbox"/> Increased O & M costs
	\$ <u>100,000</u> Real estate acquisition	<input type="checkbox"/> Reduce personnel
	\$ _____ Site preparation	<input type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
\$ <u>105,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Impact fee account	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
Special assessment	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2019 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # HC-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Amherst Heritage Commission      2. DATE REQUEST PREPARED: 16 March 2015
3. ITEM / PROJECT NAME: Amherst Stone Wall Maintenance and Repair (M&R) and Education Initiative
4. REQUEST PREPARED BY: Will Ludt, Chair, Amherst Heritage Commission      5. DEPT PRIORITY: 1 OF 2 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)  
 Numerous stone walls are in need of repair and maintenance. Several key stone walls are used as boundary markers on scenic roads are overgrown with thicket and brush, some in need of maintenance and repair . This initiative is a 3 year project, will start the M&R of stone walls along scenic roads and other stone walls within Amherst and end with implementation of a interpretive center. Will enhance Amherst's rural character.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
 (Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: Heritage Commission Strategic Plan; Amherst Master Plan; RSA 235:18 II

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input checked="" type="checkbox"/> Provides incentive to economic development  |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input type="checkbox"/> Improves the quality of existing services                   | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input checked="" type="checkbox"/> Other <u>  </u> Maintenance and Repair      |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Protection of the Amherst's important cultural resources -historic stone walls- saving one of the beautiful features of the town for the people of tomorrow and preserving the rural character of the town. The NH Scenic Road Ordinance regulates activities affecting trees and stone walls in the vicinity of Town owned roads. Inserting a line item in the Capital Improvements Program (CIP) for maintenance and repair of municipally-owned stone walls is another way communities can demonstrate a commitment to saving stone walls. The historic character of Amherst rural roads should be respected. Work near these roadways will be carefully monitored. The project will entail a small amount of funds to clean up, make minor repairs and maintain the town's priority stonewalls. As a community outreach and education program, project is envisioned be a paid summer work program for high school students and residents, administered and overseen by volunteers from the Heritage Commission, in coordination with DPW. The initiative has 3 years of period of performance. Year 1: Survey, Identify and establish priorities for M&R, Education- Interpretive Center, Year 2: Conduct M&R and conduct education classes, Year 3: Finalize M&R, education classes, establish stewardship program for continued yearly support

10. ESTIMATED USEFUL LIFE (Years): 15      11. YEAR REQUEST REQUIRED: FY2017-\$8,000; FY18- \$12,00; FY19- \$10,000

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING               

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS Dollar Amount (in current \$)	IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs
	\$ 1,500      Planning/feasibility analysis	<u>      </u> Add personnel
	\$ 7,000      Professional services	\$5,000 Increased O & M costs
	\$ <u>      </u> Real estate acquisition	<u>      </u> Reduce personnel
	\$ <u>      </u> Site preparation	<u>      </u> Decreased O & M costs
	\$ <u>      </u> Construction	Explain: \$5,000/\$9.00 per hour= 555 hours

\$ _____	Furnishings & equipment	_____
\$ _____	Vehicles & capital equipment	Dollar cost of impacts if known:
\$ _____	Capital Reserve fund	+ \$ _____ annually
\$ 21,500	Other _____	(-) \$ _____ annually
\$ 30,000	<b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$1,000/year
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$30,000
Minus Revenue	<u>\$3,000</u>
Project cost	\$27,000

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # LIB-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Library / Public Works 2. DATE REQUEST PREPARED: 3/17/15
3. ITEM / PROJECT NAME: Library Expansion
4. REQUEST PREPARED BY: Amy Lapointe/ Bruce Berry 5. DEPT PRIORITY: 1 OF 1  
PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Add space for evolving library needs. The last renovation was completed in 1987 and public library use has changed dramatically since then. Different types of collections, computer use, collaborative study, informational programs for all ages, and public meeting room space have influenced library arrangement. In the short term, the library is reconfiguring collections and seating areas but that might only be a short term solution.

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: current reconfiguration referred to in Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input checked="" type="checkbox"/> Continuation of existing project                     |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input checked="" type="checkbox"/> Expanded public demand                               |
| e. <input checked="" type="checkbox"/> Provides added capacity to serve growth          | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                           | l. <input type="checkbox"/> Other _____   |

\*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The library has over 100,000 visitors per year. Despite an increase in "remote" users (ex. eBooks) physical visits to the library continue to increase especially for groups using meeting room space, individuals looking for comfortable space to spend time, and patrons of all ages attending public programming. Space is continually necessitating compromises in what services can and will be delivered and inhibiting growth in public programming.

Twenty-five hundred square feet of expansion on the existing footprint could be accomplished by adding a second floor over the flat roof and tying together the 1911, 1971, and 1987 expansions with the original structure. 2,500 sq ft x \$200 per sq construction foot = \$500,000

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: FY2021- on the horizon

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually

\$ \_800,000\_\_ Total Project Cost

14. Sources of Funding

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$whatever remains of \$168k fun after current project
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ __800,000 est__

15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)

CIP COMMITTEE NOTES:



13. COST ESTIMATE:  
(Itemize if necessary)

CAPITAL COSTS	
Dollar Amount (in current \$)	
\$ _____	Planning/feasibility analysis
\$ _____	Professional services
\$ _____	Real estate acquisition
\$ _____	Site preparation
\$ _____	Construction
\$ _____	Furnishings & equipment
\$ _____	Vehicles & capital equipment
\$ _____	Capital Reserve fund
\$ _____	Other _____
\$ <u>150,000</u>	<b>Total Project Cost</b>

IMPACT ON OPERATING & MAINTENANCE

Costs or Personnel Needs	
_____	Add personnel
_____	Increased O & M costs
_____	Reduce personnel
_____	Decreased O & M costs
Explain: _____	
_____	
Dollar cost of impacts if known:	
+ \$ _____	annually
(-) \$ _____	annually

14. Sources of Funding

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ <u>150,000</u>
Minus Revenue	\$ _____
Project cost	\$ _____

15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # REC-01

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Parks & Recreation 2. DATE REQUEST PREPARED: 3/11/15  
 3. ITEM / PROJECT NAME: 2001 Pick-Up Truck Replacement  
 4. REQUEST PREPARED BY: Craig Fraley 5. DEPT PRIORITY: 1 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace 2001 – Two Wheel Drive Maintenance Truck

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES X NO \_\_\_ Plan or document reference: 2010 Recreation Needs Assessment and Master Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. ___ Removes imminent threat to public health or safety*    | g. ___ Provides incentive to economic development                |
| b. <u>X</u> Alleviates substandard condition or deficiencies  | h. ___ Eligible for matching funds available for limited time    |
| c. ___ Responds to federal or state requirements to implement | i. ___ Continuation of existing project                          |
| d. <u>X</u> Improves the quality of existing services         | j. ___ Expanded public demand                                    |
| e. ___ Provides added capacity to serve growth                | k. <u>X</u> Extends useful life of current facility or equipment |
| f. <u>X</u> Reduces long-term operating costs                 | l. ___ Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The 2001 truck is a 2 wheel drive vehicle that is not conducive for winter use. This includes snow removal at P MEC, pulling a trailer with ice rink equipment, transporting ski and snowboard equipment to and from Crotched Mountain during the ski program and general maintenance around the facilities.

We have also been told by the former vehicle maintenance technician that the truck may not pass inspection due to rotting frame.

10. ESTIMATED USEFUL LIFE (Years): 12-15 years 11. YEAR REQUEST REQUIRED: FY17

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES X NO \_\_\_

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2016 \_\_\_ \_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS		IMPACT ON OPERATING & MAINTENANCE	
	Dollar Amount (in current \$)		Costs or Personnel Needs	
	\$ _____	Planning/feasibility analysis	_____	Add personnel
	\$ _____	Professional services	_____	Increased O & M costs
	\$ _____	Real estate acquisition	_____	Reduce personnel
	\$ _____	Site preparation	_____	Decreased O & M costs
	\$ _____	Construction	Explain: _____	
	\$ _____	Furnishings & equipment	_____	
	\$ <u>X</u> _____	Vehicles & capital equipment	Dollar cost of impacts if known:	
	\$ _____	Capital Reserve fund	+ \$ _____	annually
	\$ _____	Other _____	(-) \$ _____	annually
	\$ <u>32,000</u>	<b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # REC-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Parks & Recreation 2. DATE REQUEST PREPARED: 3/11/15  
 3. ITEM / PROJECT NAME: 2007 ExMark Replacement  
 4. REQUEST PREPARED BY: Craig Fraley 5. DEPT PRIORITY: 2 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace 2007 – ExMark Mower

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: 2010 Recreation Needs Assessment and Master Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |   |
|---|---|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____   |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The 2007 ExMark is our older of our two filed mowers. This type of mower has a 10 year life span. In FY15 we put \$3000 into maintaining the mower. As this mower gets older, the maintenance cost will also increase as will the days the mower is in the shop. The 2007 has 1900 hours of use on it. This mower is run for about 400 hours annually bringing this mower to the replacement threshold of 2200-2500 hours.

We hope to replace the mower with a propane motor. The propane motors are the new norm in commercial lawnmowers. Gas mowers are clogging and not running as well with the lower octane gas being used. Propane does not have this issue.

10. ESTIMATED USEFUL LIFE (Years): 12-15 years 11. YEAR REQUEST REQUIRED: FY17

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2016 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	
	\$ <input checked="" type="checkbox"/> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
\$ _____ Other _____	(-) \$ _____ annually	
\$ <u>\$14,000</u> <b>Total Project Cost</b>		

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # REC-03

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: Parks & Recreation 2. DATE REQUEST PREPARED: 3/11/15  
 3. ITEM / PROJECT NAME: 2009 Ex-Mark Mower Replacement  
 4. REQUEST PREPARED BY: Craig Fraley 5. DEPT PRIORITY: 3 OF 3 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace existing 8 year Ex-Mark Zero Turn Gas Mower with a new Ex-Mark Zero Turn Propane mower. The Department operates two mowers in the cutting season to maintain 9 ball fields as well as the beach, Peabody Mill and office.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?

(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES  NO  Plan or document reference: 2010 Recreation Needs Assessment and Master Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*         | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement      | i. <input type="checkbox"/> Continuation of existing project                       |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services        | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                     | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input checked="" type="checkbox"/> Reduces long-term operating costs                | l. <input type="checkbox"/> Other _____  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

The Department operates two mowers in the cutting season to maintain 9 ball fields as well as the beach, Peabody Mill and around the office. This type of mower has about a 10 year life span. The 2009 currently has 1,000 hours on it. It is anticipated this machine runs 400-500 hours annually.

Maintenance costs on existing 2009 X-Mark has not been significant yet but will increase in a couple of years. Switching from gas to propane will also increase life span as the type of gas being used wears the mowers out faster than propane will.

10. ESTIMATED USEFUL LIFE (Years): 2200-2500 hours 11. YEAR REQUEST REQUIRED: FY20

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING                         

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ _____ Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	<input checked="" type="checkbox"/> Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ <u>14,000</u> Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually

\$ \_\_\_\_\_ Other \_\_\_\_\_ (-) \$1,500 \_\_\_\_\_ annually  
 \$ 14,000 **Total Project Cost**

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ <u>14,000</u> _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$ <u>14,000</u> _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

CIP COMMITTEE NOTES:



**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$ _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$ _____
_____	\$ _____
<u>Operating budget line, outright purchase</u>	2017 - \$200,000, 2018 - \$200,000, 2019 - \$200,000
	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$600,000 _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # SSD-02

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU-39 SOUHEGAN HIGH SCHOOL      2. DATE REQUEST PREPARED: 3/10/2015
3. ITEM / PROJECT NAME: ATHLETIC TRACK REPLACEMENT
4. REQUEST PREPARED BY: JIM MINER      5. DEPT PRIORITY:      OF      PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)

Replace athletic running track. Same layout as the existing. Newer material technology.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
(Examples: Department Strategic Plan, Amherst Master Plan; etc.)

YES      NO      Plan or document reference: \_\_\_\_\_

8. ITEM / PROJECT RATIONALE: (check all that apply)

- |  |   |
|--|---|
| a. <input checked="" type="checkbox"/> Removes imminent threat to public health or safety* | g. <input type="checkbox"/> Provides incentive to economic development                      |
| b. <input checked="" type="checkbox"/> Alleviates substandard condition or deficiencies    | h. <input type="checkbox"/> Eligible for matching funds available for limited time          |
| c. <input type="checkbox"/> Responds to federal or state requirements to implement         | i. <input type="checkbox"/> Continuation of existing project                                |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services           | j. <input type="checkbox"/> Expanded public demand  |
| e. <input type="checkbox"/> Provides added capacity to serve growth                        | k. <input checked="" type="checkbox"/> Extends useful life of current facility or equipment |
| f. <input type="checkbox"/> Reduces long-term operating costs                              | l. <input checked="" type="checkbox"/> Other: SAFETY _____                                  |

\*Note Removes imminent threat to public health or safety can **ONLY** be checked if funding requested in FY2016.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

1991 original running track is showing signs of continued deterioration and cracking as well as unsafe surface conditions. Track was resurfaced in 2007 but is now beyond effective repair. Full replacement is required to attain acceptable standards.

10. ESTIMATED USEFUL LIFE (Years): 25      11. YEAR REQUEST REQUIRED: FY15 \_\_\_\_\_

12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2015               

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ 220,000 Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
	\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known:
	\$ _____ Capital Reserve fund	+ \$ _____ annually
	\$ _____ Other _____	(-) \$ _____ annually
	\$ 220,000 <b>Total Project Cost</b>	

**14. Sources of Funding**

Grant from: _____	\$ _____
Loan from: _____	\$ _____
Donation/bequest/private	\$ _____
User fees & charges	\$ _____
Capital reserve withdrawal	\$110,000 _____
Current Revenue	\$ _____
General obligation bond	\$ _____
Revenue bond	\$110,000 _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total project cost	\$ _____
Minus Revenue	\$ _____
Project cost	\$220,000 _____

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**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021 (List and provide brief description)**

CIP COMMITTEE NOTES:



# Project Request Form

OCD use:  
CIP project # **SSD-CUR-01**

## FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU 39, Curr and PD, SCSD      2. DATE REQUEST PREPARED: 3/18/15
3. ITEM / PROJECT NAME: Alignment to new student learning standards
4. REQUEST PREPARED BY: Nicole Heimarck      5. DEPT PRIORITY: 1 OF 1 PROJECTS

6. ITEM / PROJECT DESCRIPTION ( Provide complete description and attach additional explanatory materials if needed)  
 SAU 39 is currently redesigning their curricular programs to meet the rigorous expectations outlined in the newly adopted student learning standards. Please reference Common Core State Standards, Next Generation Science Standards, Art Standards, the C3 Framework for SS and Outcomes for 21<sup>st</sup> Century Learners.

7. IS THE ITEM/PROJECT IDENTIFIED IN A LONG RANGE PLAN OR PROGRAM?  
 (Examples: Department Strategic Plan, Amherst Master Plan; etc.)  
 This is mapped out in a state and national expectation to improve student readiness for college and career. Students will take their first assessment measuring college and career readiness during the spring of 2015.

YES  NO  Plan or document reference: SAU 39 Strategic Plan, State Standards

8. ITEM / PROJECT RATIONALE: (check all that apply)
- |   |  |
|---|--|
| a. <input type="checkbox"/> Removes imminent threat to public health or safety*               | g. <input type="checkbox"/> Provides incentive to economic development             |
| b. <input type="checkbox"/> Alleviates substandard condition or deficiencies                  | h. <input type="checkbox"/> Eligible for matching funds available for limited time |
| c. <input checked="" type="checkbox"/> Responds to federal or state requirements to implement | i. <input checked="" type="checkbox"/> Continuation of existing project            |
| d. <input checked="" type="checkbox"/> Improves the quality of existing services              | j. <input type="checkbox"/> Expanded public demand                                 |
| e. <input type="checkbox"/> Provides added capacity to serve growth                           | k. <input type="checkbox"/> Extends useful life of current facility or equipment   |
| f. <input type="checkbox"/> Reduces long-term operating costs                                 | l. <input type="checkbox"/> Other _____  |
- \*Note *Removes imminent threat to public health or safety* can **ONLY** be checked if funding requested in FY2017.

9. ITEM / PROJECT JUSTIFICATION NARRATIVE (Explain urgency, timing, need, etc. Be brief yet complete)

Alignment to new standards is a multi-year endeavor. As new standards are rolled out we need to closely examine our instructional materials and practices to those standards ensuring we are appropriately preparing students for college and career. At the high school level we still have to align to these standards, whereas there is greater alignment at the K-8 levels.

We are projecting an instructional material purchase in the STEM field (science, technology, engineering, and math) over the next 2-3 years. Most materials purchased will fall into science and engineering.

10. ESTIMATED USEFUL LIFE (Years): \_\_\_\_\_ 11. YEAR REQUEST REQUIRED: 2
12. HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP'S? YES  NO
- LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1<sup>ST</sup> YEAR FUNDING 2014 2015 \_\_\_\_\_

13. COST ESTIMATE: (Itemize if necessary)	CAPITAL COSTS	IMPACT ON OPERATING & MAINTENANCE
	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	_____ Add personnel
	\$ <u>10,000</u> Professional services	_____ Increased O & M costs
	\$ _____ Real estate acquisition	_____ Reduce personnel
	\$ _____ Site preparation	_____ Decreased O & M costs
	\$ _____ Construction	Explain: _____
	\$ _____ Furnishings & equipment	_____
\$ _____ Vehicles & capital equipment	Dollar cost of impacts if known: _____	

\$ \_\_\_\_\_ Capital Reserve fund + \$ \_\_\_\_\_ annually  
 \$ 100,000 Other \_Instructional materials, resources, and equipment \_\_\_\_\_  
 (-) \$ \_\_\_\_\_ annually  
**\$ 110,000 Total Project Cost**

**14. Sources of Funding**

Grant from: \_Title IIa for professional services\_no more than \$10,000  
 Loan from: \_\_\_\_\_ \$ \_\_\_\_\_  
 Donation/bequest/private \$ \_\_\_\_\_  
 User fees & charges \$ \_\_\_\_\_  
 Capital reserve withdrawal \$ \_\_\_\_\_  
 Current Revenue \$ \_\_\_\_\_  
 General obligation bond \$ \_\_\_\_\_  
 Revenue bond \$ \_\_\_\_\_  
 Operating Budget \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 Total project cost \$ 110,000 \_\_\_\_\_  
 Minus Revenue \$ 10,000 \_\_\_\_\_  
 Project cost \$ 100,000 \_\_\_\_\_

**15. ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2022 (List and provide brief description)**

None at this time

CIP COMMITTEE NOTES:

