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. **X** Removes imminent threat to public health or safety*
   b. **X** Reduces long-term operating costs
   c. Responds to federal or state requirements to implement
   d. **X** Improves the quality of existing services
   e. **X** Provides added capacity to serve growth
   f. **X** Improves the quality of existing services
   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. **X** Extends useful life of current facility or equipment
   l. **X** Increases public demand

   *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 _X_ NO ___

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2015 __ 2015 __ 2015 __

13. **COST ESTIMATE:**
   (Itemize if necessary)

   **CAPITAL COSTS**
   
   Dollar Amount (in current $)
   
   $_______ Planning/feasibility analysis
   $75,000__ Professional services
   $_______ Real estate acquisition
   $_______ Site preparation
   $_______ Construction
   $_______ Furnishings & equipment
   $_______ Vehicles & capital equipment
   $_______ Capital Reserve fund
   $_______ Other ______________________
   $75,000__ **Total Project Cost**

   **IMPACT ON OPERATING & MAINTENANCE**
   Costs or Personnel Needs
   Add personnel
   Increased O & M costs
   Reduce personnel
   Decreased O & M costs
   Explain: Safer playing conditions

   Dollar cost of impacts if known:
   + $_______ annually
   (-) $_______ annually

14. **DEPARTMENT:** AMHERST MIDDLE SCHOOL
15. **DATE REQUEST PREPARED:** 3/10/2015
16. **ITEM / PROJECT NAME:** GYM FLOOR & BLEACHER REPLACEMENT
17. **REQUEST PREPARED BY:** JIM MINER
18. **DEPT PRIORITY:** __OF ____ PROJECTS

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

   REMOVE, REINSTALL, REFINISH AND RELINE HARDWOOD GYMNASIUM FLOOR

20. **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: ____________________________

21. **ITEM / PROJECT RATIONALE:** (check all that apply)
   a. **X** Removes imminent threat to public health or safety*
   b. **X** Reduces long-term operating costs
   c. Responds to federal or state requirements to implement
   d. **X** Improves the quality of existing services
   e. **X** Provides added capacity to serve growth
   f. **X** Improves the quality of existing services
   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. **X** Extends useful life of current facility or equipment
   l. **X** Increases public demand

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

22. **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.

23. **ESTIMATED USEFUL LIFE (Years): __20+ ______**
24. **YEAR REQUEST REQUIRED:** FY15
25. **HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP’S?** YES _X_ NO ___

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2015 __ 2015 __ 2015 __

26. **COST ESTIMATE:**
   (Itemize if necessary)

   **CAPITAL COSTS**
   
   Dollar Amount (in current $)
   
   $_______ Planning/feasibility analysis
   $75,000__ Professional services
   $_______ Real estate acquisition
   $_______ Site preparation
   $_______ Construction
   $_______ Furnishings & equipment
   $_______ Vehicles & capital equipment
   $_______ Capital Reserve fund
   $_______ Other ______________________
   $75,000__ **Total Project Cost**

   **IMPACT ON OPERATING & MAINTENANCE**
   Costs or Personnel Needs
   Add personnel
   Increased O & M costs
   Reduce personnel
   Decreased O & M costs
   Explain: Safer playing conditions

   Dollar cost of impacts if known:
   + $_______ annually
   (-) $_______ annually
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Grant from:</td>
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<td>Loan from:</td>
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<td>Donation/bequest/private</td>
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<td>User fees &amp; charges</td>
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<tr>
<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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<td>$_________</td>
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<tr>
<td>Operating budget line, outright purchase</td>
<td>$75,000</td>
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<td>______________________________</td>
<td>$_________</td>
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<tr>
<td>Total project cost</td>
<td>$_________</td>
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<tr>
<td>Minus Revenue</td>
<td>$_________</td>
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<tr>
<td>Project cost</td>
<td>$75,000</td>
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</table>

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

CIP COMMITTEE NOTES:
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)

   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. ___ 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  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 UP TO DATE, MULTIZONE HVAC SYSTEM. THE PRESENT SYSTEM IS INEFFECTIVE, 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 1ST YEAR FUNDING 2015 _______ _______  

13. COST ESTIMATE:  
    (Itemize if necessary)
    CAPITAL COSTS
    Dollar Amount (in current $)
    $_________ Planning/feasibility analysis  
    $110,000 ___ Professional services  
    $_________ Real estate acquisition  
    $_________ Site preparation  
    $_________ Construction  
    $_________ Furnishings & equipment  
    $_________ Vehicles & capital equipment  
    $_________ Capital Reserve fund  
    $_________ Other _____________________  
    $110,000 Total Project Cost

    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

1

OCD use: 
CIP project # ____ASD-02
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 $110,000_________  
   - Project cost $110,000_________  

15. **ANTICIPATED ITEMS/PROJECTS YOUR DEPARTMENT IS PROJECTING AFTER 2021** (List and provide brief description)
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. _X_ Removes imminent threat to public health or safety*  g. ___ Provides incentive to economic development
   b. _X_ 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. _X_ Improves the quality of existing services  j. ___ Expanded public demand
   e. ___ Provides added capacity to serve growth  k. _X__ Extends useful life of current facility or equipment
   f. _X_ Reduces long-term operating costs  l. ___ 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 ___ NO ___
    LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2015

13. COST ESTIMATE: CAPITAL COSTS
    (Itemize if necessary)

   Dollar Amount (in current $)  IMPACT ON OPERATING & MAINTENANCE Costs or Personnel Needs
   $_____ Planning/feasibility analysis  _____ Add personnel
   $30,000 Professional services  _____ Increased O & M costs
   $_____ Real estate acquisition  _____ Reduce personnel
   $_____ Site preparation  _X_ Decreased O & M costs
   $_____ Construction  Explain: ________________________________
   $_____ Furnishings & equipment
   $_____ Vehicles & capital equipment
   $_____ Capital Reserve fund
   $_____ Other ________________________________
   $ 30,000_ Total Project Cost

   Dollar cost of impacts if known:
   + $_______ annually
   (-) $_______ annually
14. **Sources of Funding**

<table>
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<tr>
<th>Source</th>
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<tr>
<td>Project cost</td>
<td>$30,000</td>
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</table>

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

CIP COMMITTEE NOTES:
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 21st 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 X NO Plan or document reference: SAU 39 Strategic Plan, State Standards

8. ITEM / PROJECT RATIONALE: (check all that apply)
a. ___ Removes imminent threat to public health or safety*
g. ___ Provides incentive to economic development
b. ___ 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. ___ Improves the quality of existing services
j. ___ Expanded public demand
e. ___ Provides added capacity to serve growth
k. ___ Extends useful life of current facility or equipment
f. ___ 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)

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: ________

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

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014 2015 ________

13. COST ESTIMATE: CAPITAL COSTS IMPACT ON OPERATING & MAINTENANCE

(Itemize if necessary) Dollar Amount (in current $) Costs or Personnel Needs

$ _______ Planning/feasibility analysis ____ Add personnel

$ __10,000___ Professional services ____ Increased O & M costs

$ _______ Real estate acquisition ____ Reduce personnel

$ _______ Site preparation ____ Decreased O & M costs

$ _______ Construction Explain:

$ _______ Furnishings & equipment Dollar cost of impacts if known:

$ _______ Vehicles & capital equipment

OCD use: CIP project # ASD-CUR-01
$ _________ 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:
1. **DEPARTMENT:** Community Development  
2. **DATE REQUEST PREPARED:** 3/17/15

3. **ITEM / PROJECT NAME:** Sewer Master Plan  
4. **REQUEST PREPARED BY:** Colleen Mailloux

5. **DEPT PRIORITY:** 1 OF 3 PROJECTS  

6. **ITEM / PROJECT DESCRIPTION:**  
   The Town is at the initial stage of discussing sewer extension feasibility with Nashua and surrounding communities. If the project meets basic feasibility test then a study will be required to define the project in relation to Amherst’s needs.

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 Master Plan and Community Development Strategic Plan

8. **ITEM / PROJECT RATIONALE:**  
   - 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:**  
   A sewer extension along the Route 101A corridor and into Bon Terrain feeds into the long-term stability of tax base and protection of Amherst and the region’s water supply. This has been the subject of numerous committees in the past, but new efforts to partner with Merrimack have brought the issue to the forefront again. The Town needs to evaluate the potential of a sewer district in this area and the costs and benefits of a partnership with neighboring communities. See attached documents from the 2010 Master Plan and the Community Development Strategic Plan at: [http://amherstnh.gov/strategic-planning-budget-process-fy15/](http://amherstnh.gov/strategic-planning-budget-process-fy15/)

10. **ESTIMATED USEFUL LIFE (Years):** 10

11. **YEAR REQUEST REQUIRED:** FY 2017

12. **HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP’S?**  
   **YES** ✔ **NO** ☐  
   List prior years project was proposed for 1ST YEAR FUNDING: 2009, 2016

13. **COST ESTIMATE:**  
   (Itemize if necessary)  
   **CAPITAL COSTS**  
   Impact on Operating & Maintenance  
   Dollar Amount (in current $)  
   - Planning/feasibility analysis  
   - Professional services  
   - Real estate acquisition  
   - Site preparation  
   - Construction  
   - Furnishings & equipment  
   - Vehicles & capital equipment  
   - Capital Reserve fund  
   - Other  
   - Total Project Cost  
   - 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

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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<td>Project cost</td>
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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

FY2017-2022 CIP Project Request Form

1. DEPARTMENT: ________________________ Community Development ________________________
2. DATE REQUEST PREPARED: 3/17/15

3. ITEM / PROJECT NAME: 2020 Master Plan

4. REQUEST PREPARED BY: ________________________ Colleen Mailloux ________________________
5. DEPT PRIORITY: 2 OF 3 PROJECTS

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

   The 2010 Master Plan document took two years to complete, starting in 2008. The Master Plan is required to be updated by State Law at least every ten years.

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: This would be an update of the current master plan.

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)

10. ESTIMATED USEFUL LIFE (Years): ___10____

11. YEAR REQUEST REQUIRED: ___ FY 2018 ______

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: ___ ___ ___ ___ ___

13. COST ESTIMATE: __________________________________________

   CAPITAL COSTS
   (Itemize if necessary)

   IMPACT ON OPERATING & MAINTENANCE
   Dollar Amount (in current $)  Costs or Personnel Needs
   $_________ Planning/feasibility analysis  _____ Add personnel
   $_____100,000 Professional services  _____ Increased O & M costs
   $_________ Real estate acquisition  _____ Reduce personnel
   $_________ Site preparation  _____ Decreased O & M costs
   $_________ Construction  Explain: __________________________________________
   $_________ Furnishings & equipment
   $_________ Vehicles & capital equipment
   $_________ Capital Reserve fund
   $_________ Other ________________________
   $_____100,000 Total Project Cost

   Dollar cost of impacts if known:
   (+) $_________ annually
   (-) $_________ annually

1
14. Sources of Funding

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<tbody>
<tr>
<td>Grant from:</td>
<td>$______</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$______</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$______</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$______</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$______</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$______</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$______</td>
</tr>
<tr>
<td>Total project cost</td>
<td>$100,000</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$100,000</td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
## Project Request Form

### FY2017-2022 CIP Project Request Form

1. **DEPARTMENT:** Community Development
2. **DATE REQUEST PREPARED:** 3/17/15
3. **ITEM / PROJECT NAME:** Engineering of Sewer District
4. **REQUEST PREPARED BY:** Colleen Mailloux
5. **DEPT PRIORITY:** 3 OF 3 PROJECTS

### Item / Project Description

The Town is pursuing a sewer utility to serve the Commercial/Industrial Districts to protect water resources and encourage economic development. This project request is to provide full engineering for the development of a sewer infrastructure in the proposed Sewer District.

### Item / Project Rationale

- **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 FY2016.

### Item / Project Justification Narrative

Through the Sewer Master Plan process the Town will identify a proposed Sewer District to serve the Route 101A and Bon Terrain Commercial/Industrial Districts in Amherst. The Town is actively seeking to form partnerships with neighboring communities on the potential for wastewater treatment. This project is intended as a future step after a partnership agreement to provide wastewater treatment is agreed to. This project will provide complete engineering services for the infrastructure required to collect and transport the districts wastewater to a neighboring community’s Wastewater Treatment Facility. Please see the Community Development Strategic Plan at: [http://amherstnh.gov/strategic-planning-budget-process-fy15/](http://amherstnh.gov/strategic-planning-budget-process-fy15/) for more details on the overall sewer expansion plan.

### Estimated Useful Life (Years)

11. **YEAR REQUEST REQUIRED:** FY 2019-2020

### Cost Estimate

- **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

**Total Project Cost**

- **Impact on Operating & Maintenance:**
  - Add personnel
  - Increased O & M costs
  - Reduce personnel
  - Decreased O & M costs

**Total: $400,000**
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 $400,000

Minus Revenue $400,000

Project cost $400,000

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

---

**CIP COMMITTEE NOTES:**
**Project Request Form**

**FY2017-2022 CIP Project Request Form**

1. **DEPARTMENT:** Communications Center  
2. **DATE REQUEST PREPARED:** 3/17/14

3. **ITEM / PROJECT NAME:** Safety Complex Communication Tower Replacement

4. **REQUEST PREPARED BY:** Mark Reams  
5. **DEPT PRIORITY:** 1 OF 2 PROJECTS

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

   Replacement of primary emergency communications tower used to dispatch Fire, Emergency Medical Services, Police, and communicate with Department of Public Works

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: Master Plan; Strategic Plan

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

   a. **X** Removes imminent threat to public health or safety*  
   d. **X** Improves the quality of existing services  
   e. ___ Provides added capacity to serve growth  
   f. ____ Reduces long-term operating costs  
   b. **X** Alleviates substandard condition or deficiencies
   c. **X** Responds to federal or state requirements to implement
   
   *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)

   Tower was constructed in the early 1980’s to facilitate emergency communications with police officers in the field, and evolved to serve as the primary radio communications dispatch tower. Tower currently serves all Amherst public safety services, and is utilized by the Public Safety Communications Center which is staffed 365/24/7. Tower is a key component in Amherst’s communications network.

10. **ESTIMATED USEFUL LIFE (Years):** 35  
11. **YEAR REQUEST REQUIRED:** FY2021

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

    LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING _-_ - _-_ - _-_ _-_ _-_ _-

13. **COST ESTIMATE:**

   **CAPITAL COSTS**  
   (Itemize if necessary)

<table>
<thead>
<tr>
<th>Dollar Amount (in current $)</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning feasibility analysis</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>Professional services</td>
<td>Add personnel</td>
</tr>
<tr>
<td>Real estate acquisition</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>Site preparation</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>Construction</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>80,000 Furnishings &amp; equipment</td>
<td>Explain: ______</td>
</tr>
<tr>
<td>Vehicles &amp; capital equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>Capital Reserve fund</td>
<td>+ $____ annually</td>
</tr>
<tr>
<td>Other</td>
<td>(-) $____ annually</td>
</tr>
<tr>
<td>80,000 Total Project Cost</td>
<td></td>
</tr>
</tbody>
</table>

---

*Note: Removes imminent threat to public health or safety can ONLY be checked if funding requested in FY2017.*
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: Homeland Security</td>
<td>$40,000</td>
<td>Not Guaranteed</td>
</tr>
<tr>
<td>Loan from:</td>
<td></td>
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<tr>
<td>Donation/bequest/private</td>
<td></td>
<td></td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$40,000</td>
<td></td>
</tr>
<tr>
<td>Current Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General obligation bond</td>
<td></td>
<td></td>
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<tr>
<td>Revenue bond</td>
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<tr>
<td>User fees &amp; charges</td>
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<tr>
<td>Total project cost</td>
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<td></td>
</tr>
<tr>
<td>Minus Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project cost</td>
<td>$80,000</td>
<td></td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
**Project Request Form**

**FY2017-2022 CIP Project Request Form**

1. DEPARTMENT: Communication Center
2. DATE REQUEST PREPARED: 3/17/15

3. ITEM / PROJECT NAME: Safety Complex Communication Dispatch Console

4. REQUEST PREPARED BY: Mark Reams
5. DEPT PRIORITY: 2 OF 2 PROJECTS

6. ITEM / PROJECT DESCRIPTION (Provide complete description and attach additional explanatory materials if needed)
   
   Replacement of dispatch center’s communications console used to dispatch emergency services

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: Master Plan; Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)
   
   a. X Removes imminent threat to public health or safety*  
   b. X Alleviates substandard condition or deficiencies  
   c. X Responds to federal or state requirements to implement  
   d. X 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. X 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)
   
   Routine replacement of dispatch console consisting of radios, computer aided dispatch software and associated components. Life expectancy is 15 years, equipment was purchased with grant funding in 2008 with a projected replacement in 2023

10. ESTIMATED USEFUL LIFE (Years): 15
11. YEAR REQUEST REQUIRED: FY2023

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING , , , , ,

13. COST ESTIMATE: CAPITAL COSTS
    
    (Itemize if necessary)
    
    IMPACT ON OPERATING & MAINTENANCE
    
    Dollar Amount (in current $)
    
    $ Planning/feasibility analysis
    $ Professional services
    $ Real estate acquisition
    $ Site preparation
    $ Construction
    $ 100,000 Furnishings & equipment
    $ Vehicles & capital equipment
    $ Capital Reserve fund
    $ Other
    
    $ 100,000 Total Project Cost
    
    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

OCD use: CIP project # COM-02
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
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<th>Notes</th>
</tr>
</thead>
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<tr>
<td>User fees &amp; charges</td>
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<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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<tr>
<td>General obligation bond</td>
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<tr>
<td>Revenue bond</td>
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<td>Revenue bond</td>
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<tr>
<td>Total project cost</td>
<td></td>
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<tr>
<td>Minus Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project cost</td>
<td>$100,000</td>
<td></td>
</tr>
</tbody>
</table>

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 at $15,000 per year for major equipment repair and maintenance.
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 X NO


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. X Reduces long-term operating costs

*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 1ST YEAR FUNDING

13. COST ESTIMATE: CAPITAL COSTS (Itemize if necessary)

Dollar Amount (in current $)

$ Planning/feasibility analysis

$ 2,283,841.89 Professional services

$ Real estate acquisition

$ Site preparation

$ 9,135,394.57 Construction

$ Furnishings & equipment

$ Vehicles & capital equipment

$ Capital Reserve fund

$ Other

$ 11,419,209.46 Total Project Cost

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

1
14. Sources of Funding

Grant from: ___________________ $_______________
Loan from: ___________________ $_______________
Donation/bequest/private $_______________
User fees & charges $_______________
Capital reserve withdrawal $_______________
Current Revenue $_______________
General obligation bond $_______________
Revenue bond $_______________

Budget over multiple year increases $11,419,209.46

Total project cost $_______________
Minus Revenue $_______________
Project cost $11,419,209.46

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:
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 X NO Plan or document reference: ________________

8. ITEM / PROJECT RATIONALE: (check all that apply)
a. ___ Removes imminent threat to public health or safety*  g. ___ Provides incentive to economic development
b. X ___ Alleviates substandard condition or deficiencies  h. ___ Eligible for matching funds available for limited time
c. ___ Responds to federal or state requirements to implement  i.  _X_ Continuation of existing project
d. X ___ Improves the quality of existing services  j.  ___ Expanded public demand
e. ___ Provides added capacity to serve growth  k. _X_ Extends useful life of current facility or equipment
f. X ___ 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)

- 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 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 1ST YEAR FUNDING ______ ______ ______ ______

13. COST ESTIMATE: CAPITAL COSTS

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Dollar Amount (in current $)</th>
<th>Impact on Operating &amp; Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>$ 45,300</td>
<td></td>
</tr>
<tr>
<td>Professional services</td>
<td>$ 20,000</td>
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<td>Real estate acquisition</td>
<td>$ 8,000</td>
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<tr>
<td>Site preparation</td>
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<td></td>
</tr>
<tr>
<td>Construction</td>
<td>$ 254,723.20</td>
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<td>Vehicles &amp; capital equipment</td>
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<td>Capital Reserve fund</td>
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<td></td>
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<tr>
<td>Other</td>
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<tr>
<td><strong>Total Project Cost</strong></td>
<td><strong>$ 328,023.20</strong></td>
<td></td>
</tr>
</tbody>
</table>
14. **Sources of Funding**

- Grant from: Federal govern. $262,418.56
- Loan from: ___________________ $________________
- Donation/bequest/private $________________
- User fees & charges $________________
- Capital reserve withdrawal $________________
- Current Revenue $________________
- General obligation bond $________________
- Revenue bond $________________
- Warrant Article $65,604.64

---

**Total project cost** $________________

**Minus Revenue** $________________

**Project cost** $328,023.20

---

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

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**CIP COMMITTEE NOTES:**
Project Request Form

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 X NO
   Plan or document reference: it was part of this year’s Ways and Means report to the Board of Selectmen

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. Removes imminent threat to public health or safety*  g. Provides incentive to economic development
   b. X Alleviates substandard condition or deficiencies  h. Eligible for matching funds available for limited time
   c. Responds to federal or state requirements to implement  i. X Continuation of existing project
   d. X Improves the quality of existing services  j. _X_ Expanded public demand
   e. Provides added capacity to serve growth  k. _X_ Extends useful life of current facility or equipment
   f. Reduces long-term operating costs  l. _X_ Other as our mechanic’s role expands this helps address ongoing needs

   *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 1ST YEAR FUNDING ___ ___ ___ ___ ___

13. COST ESTIMATE:
    CAPITAL COSTS: IMPACT ON OPERATING & MAINTENANCE
    (Itemize if necessary) Costs or Personnel Needs
    Dollar Amount (in current $)  Add personnel
    $ __________ Planning/feasibility analysis  Increased O & M costs
    $ __________ Professional services  Reduce personnel
    $ __________ Real estate acquisition  X Decreased O & M costs
    $ 10,000 Site preparation  Explain: Increased efficiency of repairs
    $ 100,000 Construction
    $ 25,000 Furnishings & equipment
    $ __________ Vehicles & capital equipment
    $ __________ Capital Reserve fund + $ ______ annually
    $ __________ Other ____________
    $ 135,000 Total Project Cost

    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 $_______________
- **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:**
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.

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 preforms 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.
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**
   
   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 X NO
   

8. **ITEM / PROJECT RATIONALE:**
   
   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**
   
   *Note Removes imminent threat to public health or safety can ONLY be checked if funding requested in FY2017.

9. **ITEM / PROJECT JUSTIFICATION NARRATIVE**
   
   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 X

13. **COST ESTIMATE:**

   **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
   
   **Total Project Cost**

   **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

<table>
<thead>
<tr>
<th>Source of Funding</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$______</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$______</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$______</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$______</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$______</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$______</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$______</td>
</tr>
<tr>
<td>Lease/Purchase budget line</td>
<td>$25,000</td>
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<tr>
<td>Total project cost</td>
<td>$______</td>
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<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$______</td>
</tr>
</tbody>
</table>

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:
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 X NO

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. X 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)

   • 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 X
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING

13. COST ESTIMATE: CAPITAL COSTS
    Itemize if necessary
    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
    $ Total Project Cost

   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

   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.
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<table>
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<tr>
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<th>Amount</th>
</tr>
</thead>
<tbody>
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<td>Current Revenue</td>
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<tr>
<td>General obligation bond</td>
<td>$______</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$______</td>
</tr>
<tr>
<td>Lease/Purchase from budget</td>
<td>$______</td>
</tr>
<tr>
<td>Total project cost</td>
<td>$______</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
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</tr>
</tbody>
</table>

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:
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 X 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. __ Removes imminent threat to public health or safety*
   b. X Alleviates substandard condition or deficiencies
   c. X 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. X Eligible for matching funds available for limited time
   i. X Continuation of existing project
   j. X 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)

   • 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 X NO ___
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 2020 but may be accelerated

13. COST ESTIMATE: (Itemize if necessary)
   CAPITAL COSTS
   IMPACT ON OPERATING & MAINTENANCE
   Dollar Amount (in current $)
   $ __________ Planning/feasibility analysis
   $ 200,000 Professional services
   $ __________ Real estate acquisition
   $ __________ Site preparation
   $ 962,650 Construction
   $ __________ Furnishings & equipment
   $ __________ Vehicles & capital equipment
   $ __________ Capital Reserve fund
   $ __________ Other
   $1,162,650 Total Project Cost
   Explain: __________________________________________
   ______________________________
   Dollar cost of impacts if known:
   + $__________ annually
   (-) $__________ annually
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: NH DOT Bridge program</td>
<td>$930,120</td>
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<tr>
<td>Loan from:</td>
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<td>Donation/bequest/private</td>
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</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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<td>General obligation bond</td>
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<td>User fees &amp; charges</td>
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<td>Revenue bond</td>
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<tr>
<td>Total project cost</td>
<td>$</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$</td>
</tr>
<tr>
<td>Project cost</td>
<td>$1,162,650</td>
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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, Transfer Station Roof

CIP COMMITTEE NOTES:
March 5, 2013

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 polar 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,

Stephan D. Laskos

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

Christopher D. Clement, Sr.
Commissioner
Bruce Berry
Public Works Director
Town of Amherst
PO Box 960
Amherst, NH 03031-0960

cc: Mark Richardson, NHDOT
Stephen Laskos, 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
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.

<table>
<thead>
<tr>
<th>Bridge #</th>
<th>Location</th>
<th>Recommended Posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>060/158</td>
<td>Horace Greeley Road over Pulpit Brook</td>
<td>No Posting Required</td>
</tr>
<tr>
<td>109/090</td>
<td>New Boston Road over Beaver Brook</td>
<td>No Posting Required</td>
</tr>
<tr>
<td>134/100</td>
<td>Manchester Road over Beaver Brook</td>
<td>&quot;Bridge Closed&quot; and Barricaded</td>
</tr>
</tbody>
</table>

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 in 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

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

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. ___ Removes imminent threat to public health or safety*  g. ___ Provides incentive to economic development
   b. X Alleviates substandard condition or deficiencies  h. ___ Eligible for matching funds available for limited time
   c. ___ Responds to federal or state requirements to implement  i. X Continuation of existing project
   d. X Improves the quality of existing services  j. ___ Expanded public demand
   e. ___ Provides added capacity to serve growth  k. X Extends useful life of current facility or equipment
   f. ___ 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)

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 X NO ___
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 2014 ___ ___ ___

13. COST ESTIMATE: IMPACT ON OPERATING & MAINTENANCE
   (Itemize if necessary) Costs or Personnel Needs
   Dollar Amount (in current $)  Add personnel
   $ 10,000 Planning/feasibility analysis  Increased O & M costs
   $ ______ Professional services  Reduce personnel
   $ ______ Real estate acquisition  Decreased O & M costs
   $ ______ Site preparation  Explain: ______________________________
   $ 83,493.13 Construction
   $ ______ Furnishings & equipment
   $ ______ Vehicles & capital equipment
   $ ______ Capital Reserve fund
   $ ______ Other __________________
   $ 93,493.13 Total Project Cost

   Dollar cost of impacts if known:
   + $________ annually
   (-) $________ annually

OCD use: CIP project # DPW-07
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)

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023+</td>
<td>Bridge Replacement (Thornton Ferry Road I over Beaver Brook &amp; 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</td>
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</tr>
<tr>
<td>2028</td>
<td>Truck 14 (6 wheel dump) @ $155,000</td>
<td></td>
</tr>
</tbody>
</table>

Yet to be determined – Public Works Garage

---

**CIP COMMITTEE NOTES:**
1. DEPARTMENT: Public Works
2. DATE REQUEST PREPARED: 03-11-15
3. ITEM / PROJECT NAME: Truck 7 Supervisor's 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.)
8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. ___ Removes imminent threat to public health or safety*  g. ___ Provides incentive to economic development
   b. X Alleviates substandard condition or deficiencies  h. ___ Eligible for matching funds available for limited time
   c. ___ Responds to federal or state requirements to implement  i. X Continuation of existing project
   d. X Improves the quality of existing services  j. ___ Expanded public demand
   e. ___ Provides added capacity to serve growth  k. ___ Extends useful life of current facility or equipment
   f. X 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 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 X
13. COST ESTIMATE: CAPITAL COSTS
   (Itemize if necessary)
   Dollar Amount (in current $)
   $ Planning/feasibility analysis
   $ Professional services
   $ Real estate acquisition
   $ Site preparation
   $ Construction
   $ Furnishings & equipment
   $ 25,000 Vehicles & capital equipment
   $ Capital Reserve fund
   $ Other _______________________
   $ 25,000 Total Project Cost
   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 $_______________
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
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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:
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.)

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. Removes imminent threat to public health or safety*
   b. X Alleviates substandard condition or deficiencies
   c. Responds to federal or state requirements to implement
   d. X Improves the quality of existing services
   e. Provides added capacity to serve growth
   f. X Reduces long-term operating costs
   g. Provides incentive to economic development
   h. Eligible for matching funds available for limited time
   i. X Continuation of existing project
   j. Expanded public demand
   k. X 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 tractor is used year round,
   • During mud season, the power rake is used to fill and reposition 1½” stone in runs and potholes. This practice adds stability and strength to soft 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 X NO ___
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

   IMPACT ON OPERATING & MAINTENANCE
   (Itemize if necessary)
   Dollar Amount (in current $)
   $ Planning/feasibility analysis
   $ Professional services
   $ Real estate acquisition
   $ Site preparation
   $ Construction
   $ Furnishings & equipment
   $ Vehicles & capital equipment
   $ Capital Reserve fund
   $ Other ________________
   $ Total Project Cost

   Explain: ____________________________

   Dollar cost of impacts if known:
   + $ annually
   (-) $ annually

14. SIGNATURE: ____________________________

   Date: 03-10-15
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source of Funding</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: __________________________</td>
<td>$________</td>
</tr>
<tr>
<td>Loan from: ___________________________</td>
<td>$________</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$________</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$________</td>
</tr>
<tr>
<td>Lease/Purchase line from budget</td>
<td>$55,000</td>
</tr>
<tr>
<td>Total project cost</td>
<td>$________</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$________</td>
</tr>
</tbody>
</table>

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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2028 Truck 14 (6 wheel dump) @ $155,000

Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:
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 X Plan or document reference: __________________________

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

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

b. ___ Alleviates substandard condition or deficiencies

c. X ___ 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

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 1ST YEAR FUNDING 2014 ___ ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

   (Itemize if necessary)
   Dollar Amount (in current $)
   __ Planning/feasibility analysis
   $ 20,000 ___ Professional services
   $ ___ Real estate acquisition
   $ ___ Site preparation
   $ 55,000 ___ Construction
   $ ___ Furnishings & equipment
   $ ___ Vehicles & capital equipment
   $ ___ Capital Reserve fund
   $ ___ Other

   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

   $ 75,000 Total Project Cost
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$__________</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$__________</td>
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</tr>
<tr>
<td>General obligation bond</td>
<td>$__________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$__________</td>
</tr>
<tr>
<td>Taxation</td>
<td>$ 75,000</td>
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<tr>
<td>Total project cost</td>
<td>$__________</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$__________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$ 75,000</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Year</th>
<th>Item Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td></td>
<td>Truck 11 an F-250</td>
<td>$23,000</td>
</tr>
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<td></td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
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.

<table>
<thead>
<tr>
<th>Bridge #</th>
<th>Location</th>
<th>Recommended Posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>060/158</td>
<td>Horace Greeley Road over Pulpit Brook</td>
<td>No Posting Required</td>
</tr>
<tr>
<td>109/090</td>
<td>New Boston Road over Beaver Brook</td>
<td>No Posting Required</td>
</tr>
<tr>
<td>134/100</td>
<td>Manchester Road over Beaver Brook</td>
<td>“Bridge Closed” and Barricaded</td>
</tr>
</tbody>
</table>

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

Enclosures

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

S:\Planning\Community Assistance1-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: 603-271-3784 • FAX: 603-271-3914 • TDD RELAY NH 1-800-735-2964 • INTERNET: WWW.NHDOT.COM

2
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 X NO

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. ___ Removes imminent threat to public health or safety*  g. ___ Provides incentive to economic development
   b. X Alleviates substandard condition or deficiencies  h. ___ Eligible for matching funds available for limited time
   c. ___ Responds to federal or state requirements to implement  i. X Continuation of existing project
   d. X Improves the quality of existing services  j. ___ Expanded public demand
   e. ___ Provides added capacity to serve growth  k. ___ Extends useful life of current facility or equipment
   f. X 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)
   • With a limited workforce, our two ten wheeler 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 X NO
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 2013 2014

13. COST ESTIMATE:
    CAPITAL COSTS
    Dollar Amount (in current $)
    $ 194,000 Planning/feasibility analysis
    $ 194,000 Professional services
    $ 194,000 Real estate acquisition
    $ 194,000 Site preparation
    $ 194,000 Construction
    $ 194,000 Furnishings & equipment
    $ 194,000 Vehicles & capital equipment
    $ ________ Capital Reserve fund
    $ ________ Other _____________________
    Total Project Cost

    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 $__________
- **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:**
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 X NO


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

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

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

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 X NO ___

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2015 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Dollar Amount (in current $)</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>$_______</td>
<td>Add personnel</td>
</tr>
<tr>
<td>Professional services</td>
<td>$_______</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>Real estate acquisition</td>
<td>$_______</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>Site preparation</td>
<td>$_______</td>
<td>X Decreased O &amp; M costs</td>
</tr>
<tr>
<td>Construction</td>
<td>$_______</td>
<td>Explain: __________________________</td>
</tr>
<tr>
<td>Furnishings &amp; equipment</td>
<td>$_______</td>
<td></td>
</tr>
<tr>
<td>25,000 Vehicles &amp; capital equipment</td>
<td>$_______</td>
<td>Dollar cost of impacts if known: + $_______ annually</td>
</tr>
<tr>
<td>Capital Reserve fund</td>
<td>$_______</td>
<td>(-) $_______ annually</td>
</tr>
<tr>
<td>Other</td>
<td>$_______</td>
<td></td>
</tr>
<tr>
<td>Total Project Cost</td>
<td>$_______</td>
<td></td>
</tr>
</tbody>
</table>

1
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$</td>
</tr>
<tr>
<td>Revenue bond</td>
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<tr>
<td><strong>Lease/purchase line from budget</strong></td>
<td>$24,000</td>
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<tr>
<td>Total project cost</td>
<td>$</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$</td>
</tr>
<tr>
<td>Project cost</td>
<td>$</td>
</tr>
</tbody>
</table>

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**

**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:  
   2005 International dump truck with wing, plow, ground speed controls, sander, wet system, onspout 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.)  

8. ITEM / PROJECT RATIONALE: (check all that apply)  
   a. X Removes imminent threat to public health or safety*  
   b. X Alleviates substandard condition or deficiencies  
   c. X Responds to federal or state requirements to implement  
   d. X Improves the quality of existing services  
   e. X Provides added capacity to serve growth  
   f. X Reduces long-term operating costs  
   g. Provides incentive to economic development  
   h. Eligible for matching funds available for limited time  
   i. X Continuation of existing project  
   j. X Expanded public demand  
   k. X 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 road maintenance and is critical to our winter maintenance program. The equipment it carries meets the winter maintenance 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 1ST YEAR FUNDING ___ ___ ___ ___ ___

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  
   $ Total Project Cost

   **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

---

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

OCD use:  
CIP project #: DPW-13
14. Sources of Funding

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
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<tr>
<td>Loan from:</td>
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</tr>
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<td>Donation/bequest/private</td>
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<td>User fees &amp; charges</td>
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<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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<td>General obligation bond</td>
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<td>Revenue bond</td>
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<td>Lease/Purchase budget line</td>
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<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
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</tr>
<tr>
<td>Project cost</td>
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</tr>
</tbody>
</table>

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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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:
## Purchase Order Details

**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

<table>
<thead>
<tr>
<th>Purchase Order No.</th>
<th>Customer ID</th>
<th>Salesperson ID</th>
<th>Shipping Method</th>
<th>Payment Terms</th>
<th>Work Order #</th>
<th>Truck #</th>
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</thead>
<tbody>
<tr>
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<td>LIBINT</td>
<td>HACBOB</td>
<td>OUR TRUCK</td>
<td>30</td>
<td>23056-NH</td>
<td>3HAWDAARFL684229</td>
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<table>
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<tr>
<th>Ordered</th>
<th>Shipped</th>
<th>B/O</th>
<th>Item Number</th>
<th>Description</th>
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<tbody>
<tr>
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<td>1</td>
<td>0</td>
<td>R122TEL39PH</td>
<td>EVEREST REVERSIBLE TRIP EDGE11' POLY PLOW</td>
<td>EA</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>IV9145</td>
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<td>1</td>
<td>0</td>
<td>0</td>
<td>W1132-10</td>
<td>EVEREST 11' WING 100deg BACKER ANGLE</td>
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<td></td>
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<td></td>
<td>IW6461</td>
<td></td>
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<td>0</td>
<td>0</td>
<td>ACPF/HCC36/ST62</td>
<td>LOW MOUNT EVEREST</td>
<td>EA</td>
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<tr>
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<td>0</td>
<td>0</td>
<td>PT</td>
<td>EVEREST HVY-DUTY PT HITCH (W/LONG SIDE PLATES)</td>
<td>EA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td>HOPPER 10'X56 STAINLESS STEEL</td>
<td>EA</td>
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<td>0713-2405</td>
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<td>SL31610-26X38</td>
<td>DURACLASS 10' MEDIUM DUTY 6/8 YD BODY (SLEYD10)</td>
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<td>HYDRAULIC COMPONENTS</td>
<td>EA</td>
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</tbody>
</table>

**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.
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 X NO Plan or document reference: __________________________

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. __ X Removes imminent threat to public health or safety*  
   b. __ X Alleviates substandard condition or deficiencies  
   c. __ X Responds to federal or state requirements to implement  
   d. __ X Improves the quality of existing services  
   e. __ X Provides added capacity to serve growth  
   f. __ X Reduces long-term operating costs  
   g. ___ Provides incentive to economic development  
   h. ___ Eligible for matching funds available for limited time  
   i. X 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 transom window over the front door.
   2) Analyze, clean, and point, the various versions with lime mortars 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 addition clapboards 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 X NO

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING  2014 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

   (Itemize if necessary)

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

1

OCD use: CIP project # DPW-14
14. **Sources of Funding**

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<th>Source</th>
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<tr>
<td>User fees &amp; charges</td>
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</tr>
<tr>
<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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</tr>
<tr>
<td>General obligation bond</td>
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<td>Revenue bond</td>
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<td></td>
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<tr>
<td>Total project cost</td>
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<td>Minus Revenue</td>
<td>$6,000</td>
</tr>
<tr>
<td>Project cost</td>
<td>$87,000</td>
</tr>
</tbody>
</table>

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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- **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.
# FY2017-2022 CIP Project Request Form

1. **DEPARTMENT:** Public Works  
   **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  
   **DEPT PRIORITY:** OF PROJECTS

---

6. **ITEM / PROJECT DESCRIPTION:**
   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.** 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 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**

---

13. **COST ESTIMATE:**
<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>$167,000 Planning/feasibility analysis</td>
<td>Add personnel</td>
</tr>
<tr>
<td>$__________ Professional services</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>$__________ Real estate acquisition</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>$__________ Site preparation</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>$__________ Construction</td>
<td>Explain:</td>
</tr>
<tr>
<td>$__________ Furnishings &amp; equipment</td>
<td></td>
</tr>
<tr>
<td>$167,000 Vehicles &amp; capital equipment</td>
<td></td>
</tr>
<tr>
<td>$__________ Capital Reserve fund</td>
<td></td>
</tr>
<tr>
<td>$__________ Other</td>
<td></td>
</tr>
<tr>
<td>$167,000 <strong>Total Project Cost</strong></td>
<td>Dollar cost of impacts if known:</td>
</tr>
</tbody>
</table>

   + $__________ annually  
   (-) $__________ annually
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant</td>
<td>$_____</td>
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<tr>
<td>Loan</td>
<td>$_____</td>
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<td>Donation/bequest/private</td>
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<td>User fees &amp; charges</td>
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<td>Minus Revenue</td>
<td>$_____</td>
</tr>
<tr>
<td>Project cost</td>
<td>$_____</td>
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</table>

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- **2028** Truck 14 (6 wheel dump) @ $155,000

Yet to be determined – Public Works Garage

CIP COMMITTEE NOTES:
# Howard P. Fairfield, LLC

**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 Details

<table>
<thead>
<tr>
<th>Purchase Order No.</th>
<th>Customer ID</th>
<th>Salesperson ID</th>
<th>Shipping Method</th>
<th>Payment Terms</th>
<th>Work Order #</th>
<th>Truck #</th>
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<td>01-4312-10-2740</td>
<td>LIBINT</td>
<td>HACBOB</td>
<td>OUR TRUCK</td>
<td>30</td>
<td>23056-NH</td>
<td>3HAWDAARFL684229</td>
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<th>B/O</th>
<th>Item Number</th>
<th>Description</th>
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<td>EVEREST REVERSIBLE TRIP EDGE 11' POLY PLow</td>
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<td>W132-10</td>
<td>EVEREST 11' WING 100 DEG RACKER ANGLE</td>
<td>EA</td>
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<tr>
<td>1</td>
<td>1</td>
<td>0</td>
<td>ACPF/HCC36/ST62</td>
<td>LOW MOUNT EVEREST</td>
<td>EA</td>
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<td>1</td>
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<td>PT</td>
<td>EVEREST HVY-DUTY PT HITCH (W/ LONG SIDE PLATES)</td>
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<td>1</td>
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<td>EV001056SS-STOCK 0713-2405</td>
<td>HOPPER 10'X56 STAINLESS STEEL</td>
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<td>SL31610-26X38</td>
<td>DURACLASS 10' MEDIUM DUTY 6/8 YD BODY (SL6YD10)</td>
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<td>1</td>
<td>1</td>
<td>0</td>
<td>CENTRAL HYDRAULIC 4003852107/1747092</td>
<td>HYDRAULIC CONTROL SYSTEM COMPONENTS</td>
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<td>1</td>
<td>1</td>
<td>0</td>
<td>HYDRAULIC</td>
<td>HYDRAULIC COMPONENTS</td>
<td>EA</td>
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</tbody>
</table>

## Financial Details

- **Subtotal:** $60,209.00
- **FET:** $0.00
- **Tax:** $0.00
- **Freight:** $0.00
- **Trade Discount:** $0.00
- **Total:** $60,209.00

*All Parts returns subject to a minimum 20% restocking fee*
**Project Request Form**

**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 [ ]

8. **ITEM / PROJECT RATIONALE**: (check all that apply)
   - [ ] Removes imminent threat to public health or safety
   - [ ] Alleviates substandard condition or deficiencies
   - [ ] Responds to federal or state requirements to implement
   - [ ] Improves the quality of existing services
   - [ ] Provides added capacity to serve growth
   - [ ] Reduces long-term operating costs

   *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 1ST YEAR FUNDING

13. **COST ESTIMATE**: (Itemize if necessary)

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>$ __________ Planning/feasibility analysis</td>
<td>Add personnel</td>
</tr>
<tr>
<td>$ __________ Professional services</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>$ __________ Real estate acquisition</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>$ __________ Site preparation</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>$ __________ Construction</td>
<td>Explain: Older vehicles cost more to repair</td>
</tr>
<tr>
<td>$ __________ Furnishings &amp; equipment</td>
<td></td>
</tr>
<tr>
<td>$ 70,400 ______ Vehicles &amp; capital equipment</td>
<td></td>
</tr>
<tr>
<td>$ _________ Capital Reserve fund</td>
<td></td>
</tr>
<tr>
<td>$ _________ Other ____________________</td>
<td></td>
</tr>
<tr>
<td>$ 70,400 ______ Total Project Cost</td>
<td></td>
</tr>
</tbody>
</table>
14. **Sources of Funding**

- Grant from: ___________________ $_______________
- Loan from: ___________________ $_______________
- Donation/bequest/private $_______________
- User fees & charges $_______________
- Capital reserve withdrawal $_______________
- Current Revenue $_______________
- General obligation bond $_______________
- Revenue bond $_______________
- **Budget – Lease/Purchase line** $ 70,400

- Total project cost $_______________
- Minus Revenue $_______________
- **Project cost** $ 70,400

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

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**CIP COMMITTEE NOTES:**
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 __X__ NO ___

Plan or document reference: ______

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

- A. __X__ Removes imminent threat to public health or safety*
- B. __X__ 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. __X__ Reduces long-term operating costs
- G. ___ Provides incentive to economic development
- H. ___ Eligible for matching funds available for limited time
- I. __X__ 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)

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 __X__ NO ___

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 2014 ____ ____ ____

13. COST ESTIMATE: CAPITAL COSTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount (in current $)</th>
<th>Operating &amp; Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>$ __________</td>
<td>Add personnel</td>
</tr>
<tr>
<td>Professional services</td>
<td>$ 5,000</td>
<td>Increased O &amp; M costs</td>
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<tr>
<td>Real estate acquisition</td>
<td>$ __________</td>
<td>Reduce personnel</td>
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<tr>
<td>Site preparation</td>
<td>$ __________</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>Construction</td>
<td>$ 151,710</td>
<td>Explain: ____________________</td>
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<tr>
<td>Furnishings &amp; equipment</td>
<td>$ __________</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>Vehicles &amp; capital equipment</td>
<td>$ __________</td>
<td>+ $ __________ annually</td>
</tr>
<tr>
<td>Capital Reserve fund</td>
<td>$ __________</td>
<td>(-) $ __________ annually</td>
</tr>
<tr>
<td>Other</td>
<td>$ __________</td>
<td>Total Project Cost: $ 156,710</td>
</tr>
</tbody>
</table>

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OCD use: CIP project # DPW-17
14. **Sources of Funding**

<table>
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<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Grant from:</td>
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<td>$</td>
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<tr>
<td>Donation/bequest/private</td>
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<tr>
<td>User fees &amp; charges</td>
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<tr>
<td>Capital reserve withdrawal</td>
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<td>Current Revenue</td>
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<tr>
<td>Minus Revenue</td>
<td>$</td>
</tr>
<tr>
<td>Project cost</td>
<td>$</td>
</tr>
</tbody>
</table>

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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

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**CIP COMMITTEE NOTES:**
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.)


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

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

- 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  X  NO ___

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

Dollar Amount (in current $)

$ __________ Planning/feasibility analysis
$ __________ Professional services
$ __________ Real estate acquisition
$ __________ Site preparation
$ __________ Construction
$ __________ Furnishings & equipment
$ 155,000 Vehicles & capital equipment
$ __________ Capital Reserve fund
$ __________ Other ________________
$ 155,000 Total Project Cost

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**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$____________</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$____________</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$____________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$____________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
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<tr>
<td>Current Revenue</td>
<td>$____________</td>
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<tr>
<td>General obligation bond</td>
<td>$____________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$____________</td>
</tr>
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<td><strong>Lease/ Purchase from budget</strong></td>
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<td>Total project cost</td>
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</tr>
<tr>
<td>Minus Revenue</td>
<td>$____________</td>
</tr>
<tr>
<td>Project cost</td>
<td><strong>$ 155,000</strong></td>
</tr>
</tbody>
</table>

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

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**CIP COMMITTEE NOTES:**
The Asphalt Zipper is a four foot reclaimer which attaches to a front end loader. It is used to grind small sections of asphalt road into base material. It is designed strictly for small jobs where a large machine is neither economical nor viable.

Of the several companies I checked with, none would allow their machine to be tied up days on end while we repaired small sections. The only way they would respond to our needs, is to grind all the selected sections at once which would be like multiple bombs going off all over town. We (DPW) would not have the resources to deal with that.

It is not a cure, only an additional tool in the toolbox.

**OCD use:**

CI

P project #

DPW-19

The Aspahlt Zipper is a four foot reclaimer which attaches to a front end loader. It is used to grind small sections of asphalt road into base material. It is designed strictly for small jobs where a large machine is neither economical nor viable.
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 line $_______________

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

FY2017-2022 CIP Project Request Form

1. DEPARTMENT: ____________________________  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  X  NO


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

   a. **Removes imminent threat to public health or safety***
   b. **X Alleviates substandard condition or deficiencies**
   c. **X Responds to federal or state requirements to implement**
   d. **X Improves the quality of existing services**
   e. **Provides added capacity to serve growth**
   f. **X Reduces long-term operating costs**
   g. **Provides incentive to economic development**
   h. **Eligible for matching funds available for limited time**
   i. **X 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 difficulty 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  X  NO

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

   (Itemize if necessary)

   Dollar Amount (in current $)

   $ _______ Planning/feasibility analysis
   $ _______ Professional services
   $ _______ Real estate acquisition
   $ _______ Site preparation
   $ _______ Construction
   $ _______ Furnishings & equipment
   $ 155,000 Vehicles & capital equipment
   $ _______ Capital Reserve fund
   $ _______ Other ____________________

   $ 155,000 Total Project Cost

   IMPACT ON OPERATING & MAINTENANCE

   Costs or Personnel Needs

   Add personnel
   Increased O & M costs
   Reduce personnel

   Decreased O & M costs

   Explain: Increased operations, decreased maintenance

   Dollar cost of impacts if known:

   + $ _______ annually

   ( ) $ _______ annually

1
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$__________</td>
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<td>Loan from:</td>
<td>$__________</td>
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<tr>
<td>Donation/bequest/private</td>
<td>$__________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$__________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$__________</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$__________</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$__________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$__________</td>
</tr>
<tr>
<td>Lease/Purchase budget line</td>
<td>$155,000</td>
</tr>
<tr>
<td>Total project cost</td>
<td>$__________</td>
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<tr>
<td>Minus Revenue</td>
<td>$__________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$155,000</td>
</tr>
</tbody>
</table>

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

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 X Plan or document reference: __________________________________________

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. ___ Removes imminent threat to public health or safety*  
   b. X Alleviates substandard condition or deficiencies   
   c. ___ Responds to federal or state requirements to implement   
   d. X 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. X Continuation of existing project
   j. ___ Expanded public demand
   k. X 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)

   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 X NO ___

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014 ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS

   IMPACT ON OPERATING & MAINTENANCE
   (Itemize if necessary)

   Dollar Amount (in current $)

   $ _______ Planning/feasibility analysis  
   $ 10,000 ___ Professional services  
   $ _______ Real estate acquisition  
   $ 5,000 ___ Site preparation  
   $ 55,000 ___ Construction  
   $ _______ Furnishings & equipment  
   $ _______ Vehicles & capital equipment  
   $ _______ Capital Reserve fund  
   $ _______ Other _____________________  
   $ 70,000 ___ Total Project Cost

   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

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Grant from:</td>
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<td>Loan from:</td>
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<td>Donation/bequest/private</td>
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<tr>
<td>Minus Revenue</td>
<td>$_______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$_______</td>
</tr>
</tbody>
</table>

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

## 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. 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)

   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 X NO __

    LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING __ __ __ __ __

13. **COST ESTIMATE:**

    | CAPITAL COSTS | IMPACT ON OPERATING & MAINTENANCE |
    |----------------|------------------------------------|
    | Dollar Amount (in current $) | Costs or Personnel Needs |
    | $ 90,000 Planning/feasibility analysis | Add personnel |
    | $ __________ Professional services | ______ Increased O & M costs |
    | $ 780,000 Real estate acquisition | Reduce personnel |
    | $ 50,000 Site preparation | Decreased O & M costs |
    | $ 4,416,600 Construction | Explain: ________________________________________________________________________ |
    | $ __200,000 Furnishings & equipment | Dollar cost of impacts if known: |
    | $ ________ Vehicles & capital equipment | + $ __________ annually |
    | $ ________ Capital Reserve fund | (-) $ __________ annually |
    | $ ________ Other ________________________ | |
    | $ 5,536,600 Total Project Cost | |
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
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<td>Loan from:</td>
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<td>Donation/bequest/private</td>
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<td>User fees &amp; charges</td>
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<td>Capital reserve withdrawal</td>
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<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$________</td>
</tr>
</tbody>
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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.
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.)

8. ITEM / PROJECT RATIONALE: (check all that apply)
a. Removes imminent threat to public health or safety*
g. Provides incentive to economic development
b. 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. Improves the quality of existing services
j. Expanded public demand
e. Provides added capacity to serve growth
k. Extends useful life of current facility or equipment
f. 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)

- 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 X

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING

13. COST ESTIMATE: CAPITAL COSTS (Itemize if necessary)

Dollar Amount (in current $)
$ Planning/feasibility analysis
$ Professional services
$ Real estate acquisition
$ Site preparation
$ Construction
$ Furnishings & equipment
$ Vehicles & capital equipment
$ Capital Reserve fund
$ Other

Total Project Cost

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

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$______</td>
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<td>Loan from:</td>
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<tr>
<td>User fees &amp; charges</td>
<td>$______</td>
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<tr>
<td>Capital reserve withdrawal</td>
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<tr>
<td>General obligation bond</td>
<td>$______</td>
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<tr>
<td>Revenue bond</td>
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<tr>
<td>Lease/Purchase line in budget</td>
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<tr>
<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$194,000</td>
</tr>
</tbody>
</table>

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:
**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)


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: Previous CIP Plan and Department strategic plan

8. **ITEM / PROJECT RATIONALE:** (Check all that apply)
   
<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>a. Removes imminent threat to public health or safety*</td>
<td>g. Provides incentive to economic development</td>
</tr>
<tr>
<td>b. Alleviates substandard condition or deficiencies</td>
<td>h. Eligible for matching funds available for limited time</td>
</tr>
<tr>
<td>c. Responds to federal or state requirements to implement</td>
<td>i. Continuation of existing project</td>
</tr>
<tr>
<td>d. Improves the quality of existing services</td>
<td>j. Expanded public demand</td>
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<tr>
<td>e. Provides added capacity to serve growth</td>
<td>k. Extends useful life of current facility or equipment</td>
</tr>
<tr>
<td>f. Reduces long-term operating costs</td>
<td>l. Other</td>
</tr>
</tbody>
</table>

   *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 2nd 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 X NO ___

   List prior years project was proposed for 1st year funding: 14 15 ___ ___

13. **COST ESTIMATE:**

<table>
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<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
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<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
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<tr>
<td>$ _ Planning/feasibility analysis</td>
<td>Add personnel</td>
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<tr>
<td>$ _ Professional services</td>
<td>Increased O &amp; M costs</td>
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<tr>
<td>$ _ Real estate acquisition</td>
<td>Reduce personnel</td>
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<tr>
<td>$ _ Site preparation</td>
<td>Decreased O &amp; M costs</td>
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<tr>
<td>$ _ Construction</td>
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<tr>
<td>$ _ Furnishings &amp; equipment</td>
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</tr>
<tr>
<td>$ _ Vehicles &amp; capital equipment</td>
<td>+ $50,000 annually</td>
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<tr>
<td>$196,000 Capital Reserve fund</td>
<td>(-) $ ___ annually</td>
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<td>$ _ Other</td>
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<tr>
<td>$ _ Total Project Cost</td>
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OCD use: CIP project # EMS-01
14. **Sources of Funding**

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<th>Source</th>
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</tbody>
</table>

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

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CIP COMMITTEE NOTES:
Replacement of 2005 Ford Explorer 4X% Paramedic Response Vehicle

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.
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
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</table>

**Total project cost**

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

**CIP COMMITTEE NOTES:**
**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 4X4 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 X NO Plan or document reference: Previous CIP Plan and Department strategic plan

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)
   
   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:** __________

12. **HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP’S?** YES X NO __________
    LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST 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 | Dollar cost of impacts if known: |
    | $_________ Vehicles & capital equipment | + $ annually |
    | $29,000 Capital Reserve fund | (-) $_________ annually |
    | $_________ Other ________________________________ | |
    | $_________ Total Project Cost | |

---

1
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$________</td>
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<tr>
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<tr>
<td>Donation/bequest/private</td>
<td>$________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
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<tr>
<td>Current Revenue</td>
<td>$________</td>
</tr>
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<td>General obligation bond</td>
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<tr>
<td>Revenue bond</td>
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<tr>
<td>Total project cost</td>
<td>$________</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$________</td>
</tr>
</tbody>
</table>

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

**CIP COMMITTEE NOTES:**
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)


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: Previous CIP Plan and Department strategic plan

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

a. ___ Removes imminent threat to public health or safety*

b. X ___ Alleviates substandard condition or deficiencies

c. ___ Responds to federal or state requirements to implement

d. X ___ 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)

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

10. ESTIMATED USEFUL LIFE (Years): ________

11. YEAR REQUEST REQUIRED: ________

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

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 14 15 ___ ___

13. COST ESTIMATE: CAPITAL COSTS

(Dollar Amount in current $)

$ ________ Planning/feasibility analysis

$ ________ Professional services

$ ________ Real estate acquisition

$ ________ Site preparation

$ ________ Construction

$ ________ Furnishings & equipment

$ ________ Vehicles & capital equipment

$ 196,000 Capital Reserve fund

$ ________ Other _____________________

$ ________ Total Project Cost

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:

+ $50,000 annually

( ) $ ________ annually

1
14. **Sources of Funding**

- Grant from: ___________________ $_______________
- Loan from: ___________________ $_______________
- Donation/bequest/private $_______________
- User fees & charges $_______________
- Capital reserve withdrawal $230,000
- 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)

---

**CIP COMMITTEE NOTES:**
**Project Request Form**

**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. ☑ 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)

   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 2017/2018

12. **HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP’S?**
   
   YES ☑ NO ___
   
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 10, 13, 14, 16

13. **COST ESTIMATE:**

   **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
   
   $575,000 _______ Total Project Cost

   **IMPACT ON OPERATING & MAINTENANCE**
   
   Costs or Personnel Needs
   
   ☑ Add personnel
   ☑ Increased O & M costs
   ☑ Reduce personnel
   ☑ Decreased O & M costs

   **Dollar cost of impacts if known:**
   
   + $_________ annually
   (-) $_________ annually

14. **OCD use:**

   CIP project # FD-01
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
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<tbody>
<tr>
<td>Grant from: AFG</td>
<td>Possible not probable</td>
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<tr>
<td>Loan from:</td>
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<td>Donation/bequest/private</td>
<td>$________</td>
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<tr>
<td>User fees &amp; charges</td>
<td>$________</td>
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<tr>
<td>Capital reserve withdrawal</td>
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<tr>
<td>Current Revenue</td>
<td>$________</td>
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<td>General obligation bond</td>
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<td>Revenue bond</td>
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<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
<td>$________</td>
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<tr>
<td>Project cost</td>
<td>$________</td>
</tr>
</tbody>
</table>

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

See attached 20 year replacement plan.

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**CIP COMMITTEE NOTES:**
1. DEPARTMENT: Fire 2. DATE REQUEST PREPARED: 3-17-15

3. ITEM / PROJECT NAME: Finish 2nd 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 X NO Plan or document reference: Strategic Plan

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)

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 1ST YEAR FUNDING 12, 13, 14, 15 

13. COST ESTIMATE: CAPITAL COSTS IMPACT ON OPERATING & MAINTENANCE
   (Itemize if necessary) 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 $ _______ _______ Dollar cost of impacts if known:
   $ _______ Vehicles & capital equipment + $ _______ annually
   $ _______ Capital Reserve fund (-) $ _______ annually
   $ _______ Other ___________________ $ _______ Other ___________________

   $ 195,000 Total Project Cost
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: <em><strong>AFG</strong></em>___________</td>
<td>$___</td>
</tr>
<tr>
<td>Loan from: _______________________</td>
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<tr>
<td>Donation/bequest/private</td>
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<tr>
<td>User fees &amp; charges</td>
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<td>Revenue bond</td>
<td>$___________</td>
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<tr>
<td>Total project cost</td>
<td>$___________</td>
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<tr>
<td>Minus Revenue</td>
<td>$___________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$195,000</td>
</tr>
</tbody>
</table>

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

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**CIP COMMITTEE NOTES:**

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2
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 X NO  Plan or document reference: Strategic 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. √ 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. √ Improves the quality of existing services  j. _ _ Expanded public demand
   e. _ _ Provides added capacity to serve growth  k. _ _ Extends useful life of current facility or equipment
   f. _ _ 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)

   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 2020/2021__

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING  _10__, _13__, _14__, _15__

13. COST ESTIMATE: CAPITAL COSTS IMPACT ON OPERATING & MAINTENANCE

    (Itemize if necessary) 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
    $ __________ Capital Reserve fund + $ __________ annually
    $ __________ Other ____________________________ (-) $ __________ annually
    $ 575,000 _______ Total Project Cost
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: AFG</td>
<td>$ Possible not probable</td>
</tr>
<tr>
<td>Loan from:</td>
<td>$</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$</td>
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<td>User fees &amp; charges</td>
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<td>Capital reserve withdrawal</td>
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<td>General obligation bond</td>
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<td>Revenue bond</td>
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<td>Minus Revenue</td>
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<tr>
<td>Project cost</td>
<td>$ 575,000</td>
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</tbody>
</table>

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

**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 safety 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 X NO   
   Plan or document reference: Strategic Plan

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)

   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 2018/2019

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: 10, 13, 14, 15, ___

13. **COST ESTIMATE:**

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Itemize if necessary</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>Dollar Amount (in current $)</td>
<td></td>
</tr>
<tr>
<td>$ _______ Planning/feasibility analysis</td>
<td>___ Add personnel</td>
</tr>
<tr>
<td>$ _______ Professional services</td>
<td>___ Increased O &amp; M costs</td>
</tr>
<tr>
<td>$ _______ Real estate acquisition</td>
<td>___ Reduce personnel</td>
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<tr>
<td>$ _______ Site preparation</td>
<td>___ Decreased O &amp; M costs</td>
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<td>$ _______ Construction</td>
<td>Explain: __________________________________</td>
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<td>$ _______ Furnishings &amp; equipment</td>
<td>Dollar cost of impacts if known:</td>
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<td>$ _______ Vehicles &amp; capital equipment</td>
<td>+ $ _______ annually</td>
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<td>$ _______ Capital Reserve fund</td>
<td>(-) $ _______ annually</td>
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<td>$ _______ Other</td>
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<td>$ 50,000</td>
<td>Total Project Cost</td>
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</tbody>
</table>

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*Note: The document content is a Project Request Form for FY2017-2022, detailing the request for refurbishing a ladder tower. The form includes sections for department, date, item/project name, request prepared by, date prepared, priority, description, long-range plan reference, rationale, justification narrative, estimated useful life, year required, inclusion in prior CIPs, and cost estimate. The content also includes a narrative explaining the need for the refurbishment, the service life based on national standards and local experience, and the rationale behind the refurbishment schedule and the number of fire engines needed for Amherst's insurance rating. The form also outlines the cost estimate with itemized capital costs and impacts on operating and maintenance.*
14. **Sources of Funding**

<table>
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<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Grant from:</td>
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<td>Project cost</td>
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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:**
## 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

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 [X] NO __

Plan or document reference: Strategic Plan

### 8. ITEM / PROJECT RATIONALE

- 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

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 1st year funding: 10, 13, 14, 15 _

### 13. COST ESTIMATE

- **CAPITAL COSTS**
  - Dollar Amount (in current $)
  - Explain:
  - **IMPACT ON OPERATING & MAINTENANCE**
  - Costs or Personnel Needs
  - Add personnel
  - Increased O & M costs
  - Reduce personnel
  - Decreased O & M costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>$</td>
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<tr>
<td>Professional services</td>
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<tr>
<td>Real estate acquisition</td>
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<tr>
<td>Site preparation</td>
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</tr>
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<td>Construction</td>
<td>$</td>
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<tr>
<td>Furnishings &amp; equipment</td>
<td>$</td>
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<td>Vehicles &amp; capital equipment</td>
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<td>Capital Reserve fund</td>
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<td>Other</td>
<td>$</td>
</tr>
<tr>
<td>Total Project Cost</td>
<td>$</td>
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</tbody>
</table>

- $550,000

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 for 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.
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: AFG</td>
<td>$ Possible not probable</td>
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<tr>
<td>Loan from:</td>
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<td>General obligation bond</td>
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<tr>
<td>Revenue bond</td>
<td>$</td>
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<td></td>
<td>$</td>
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<tr>
<td>Total project cost</td>
<td>$</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$</td>
</tr>
<tr>
<td>Project cost</td>
<td>$</td>
</tr>
</tbody>
</table>

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

**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 [x] No [ ]
   Plan or document reference: Strategic Plan

8. **ITEM / PROJECT RATIONALE:** (check all that apply)
   a. [x] Removes imminent threat to public health or safety*
   b. [x] Alleviates substandard condition or deficiencies
   c. [x] Responds to federal or state requirements to implement
   d. [x] Improves the quality of existing services
   e. [x] 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. [x] 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)

   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 2016/2017

12. **HAS THE ITEM/PROJECT BEEN INCLUDED IN PRIOR CIP’S?** Yes [ ] No [x]
   List prior years project was proposed for 1st year funding 10, 13, 14, 15

13. **COST ESTIMATE:**

   **CAPITAL COSTS**
   (Itemize if necessary)
   - Dollar Amount (in current $)
   - $ Planning/feasibility analysis
   - $ Professional services
   - $ Real estate acquisition
   - $ Site preparation
   - $ Construction
   - $ Furnishings & equipment
   - $ Vehicles & capital equipment
   - $ Capital Reserve fund
   - $ Other ______________________

   **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

   **Total Project Cost** $40,000
14. **Sources of Funding**

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<th>Source</th>
<th>Amount</th>
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</thead>
<tbody>
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<td>Grant from:</td>
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<tr>
<td>Loan from:</td>
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<tr>
<td>Donation/bequest/private</td>
<td>$_____</td>
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<td>User fees &amp; charges</td>
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<tr>
<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
<td>$_____</td>
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<tr>
<td>Project cost</td>
<td>$40,000</td>
</tr>
</tbody>
</table>

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

See attached 20 year replacement plan.
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:**

   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 if 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 [x]  NO [ ]

   Plan or document reference: Strategic Plan

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: Strategic Plan

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

   a. [ ] Removes imminent threat to public health or safety*
   b. [x] Alleviates substandard condition or deficiencies
   c. [x] Responds to federal or state requirements to implement
   d. [x] Improves the quality of existing services
   e. [x] Provides added capacity to serve growth
   f. [x] Reduces long-term operating costs
   g. [ ] Provides incentive to economic development
   h. [x] Eligible for matching funds available for limited time
   i. [x] Continuation of existing project
   j. [x] 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**

   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 [x]  NO [ ]

    LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 10, 13, 14, 15, ___

13. **COST ESTIMATE:**

    **CAPITAL COSTS**

    **IMPACT ON OPERATING & MAINTENANCE**

    Dollar Amount (in current $)

    | 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 | |
    | Capital Reserve fund | |
    | Other | |

    Total Project Cost: $50,000

    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  $ 50,000
Current Revenue  $_____________
General obligation bond  $_____________
Revenue bond  $_____________

Total project cost  $_____________
Minus Revenue  $_____________
Project cost  $ 50,000

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

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 X NO
   Plan or document reference: Strategic Plan

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)
   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 2019/2020

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

13. COST ESTIMATE:  
   CAPITAL COSTS
   (Itemize if necessary)
   Dollar Amount (in current $)
   $_________ Planning/feasibility analysis
   $_________ Professional services
   $_________ Real estate acquisition
   $_________ Site preparation
   $_________ Construction
   $_________ Furnishings & equipment
   $_________ Vehicles & capital equipment
   $_________ Capital Reserve fund
   $_________ Other $_________
   $50,000 _______ Total Project Cost

   IMPACT ON OPERATING & MAINTENANCE
   Costs or Personnel Needs
   _______ Add personnel
   _______ Increased O & M costs
   _______ Reduce personnel
   _______ Decreased O & M costs

   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 $ 50,000
Current Revenue $_____________
General obligation bond $_____________
Revenue bond $_____________

Total project cost $_____________
Minus Revenue $_____________
Project cost $ 50,000

15. ANTIPIATED 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**

**FY2017-2022 CIP Project Request Form**

<table>
<thead>
<tr>
<th>1. DEPARTMENT:</th>
<th>Fire</th>
<th>2. DATE REQUEST PREPARED:</th>
<th>3-17-15</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. ITEM / PROJECT NAME:</td>
<td>Replace 2009 Ford Command Vehicle</td>
<td>4. REQUEST PREPARED BY:</td>
<td>Matt Conley</td>
</tr>
<tr>
<td>5. DEPT PRIORITY:</td>
<td>9 OF 9 PROJECTS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 X NO

Plan or document reference: Strategic Plan

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)

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 1ST YEAR FUNDING 10, 13, 14, 15 ___

13. COST ESTIMATE:  CAPITAl COSTS IMPACT ON OPERATING & MAINTENANCE

<table>
<thead>
<tr>
<th>Item</th>
<th>Dollar Amount (in current $)</th>
<th>Costs or Personnel Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>$_____</td>
<td>Add personnel</td>
</tr>
<tr>
<td>Professional services</td>
<td>$_____</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>Real estate acquisition</td>
<td>$_____</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>Site preparation</td>
<td>$_____</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>Construction</td>
<td>$_____</td>
<td>Explain: ____________________________</td>
</tr>
<tr>
<td>Furnishings &amp; equipment</td>
<td>$_____</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>Vehicles &amp; capital equipment</td>
<td>$_____</td>
<td>+ $_____ annually</td>
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<tr>
<td>Capital Reserve fund</td>
<td>$_____</td>
<td>(-) $_____ annually</td>
</tr>
<tr>
<td>Other</td>
<td>$_____</td>
<td></td>
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</table>

Total Project Cost: $50,000
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
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<td>User fees &amp; charges</td>
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<td>Capital reserve withdrawal</td>
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<td>General obligation bond</td>
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<td>Revenue bond</td>
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<td>$______</td>
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<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$ 50,000</td>
</tr>
</tbody>
</table>

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

See attached 20 year replacement plan.

CIP COMMITTEE NOTES:
## FY2017-2022 CIP Project Request Form

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
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<td>General Government</td>
</tr>
<tr>
<td>2. DATE REQUEST PREPARED:</td>
<td>03.17.15</td>
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<tr>
<td>3. ITEM / PROJECT NAME:</td>
<td>Recreation Land Acquisition</td>
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<tr>
<td>4. REQUEST PREPARED BY:</td>
<td>James M. O’Mara, Jr.</td>
</tr>
<tr>
<td>5. DEPT PRIORITY:</td>
<td>1 OF 1 PROJECTS</td>
</tr>
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</table>

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

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

   a.  Removes imminent threat to public health or safety*  
   b.  _x_  Alleviates substandard condition or deficiencies  
   c.  _x_  Responds to federal or state requirements to implement  
   d.  _x_  Improves the quality of existing services  
   e.  _x_  Provides added capacity to serve growth  
   f.  _x_  Reduces long-term operating costs  
   g.  _x_  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)

   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  x  NO  
   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING  
   FY2015, FY2016,  

13. COST ESTIMATE:  

   (Itemize if necessary)

   CAPITAL COSTS

<table>
<thead>
<tr>
<th>Dollar Amount (in current $)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 30,000__ Planning/feasibility analysis</td>
<td></td>
</tr>
<tr>
<td>$________ Professional services</td>
<td></td>
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<tr>
<td>$780,000__ Real estate acquisition</td>
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<tr>
<td>$______ Site preparation</td>
<td></td>
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<tr>
<td>$_______ Construction</td>
<td></td>
</tr>
<tr>
<td>$________ Furnishings &amp; equipment</td>
<td></td>
</tr>
<tr>
<td>$_______ Vehicles &amp; capital equipment</td>
<td></td>
</tr>
<tr>
<td>$_______ Capital Reserve fund</td>
<td></td>
</tr>
<tr>
<td>$_______ Other ________________</td>
<td></td>
</tr>
<tr>
<td>$ 810,000_ Total Project Cost</td>
<td></td>
</tr>
</tbody>
</table>

   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**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: ______________________________</td>
<td>$________</td>
</tr>
<tr>
<td>Loan from: ________________________________</td>
<td>$________</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$________</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$________</td>
</tr>
<tr>
<td>___________________________________________________________________</td>
<td>$________</td>
</tr>
<tr>
<td>Total project cost</td>
<td>$810,000</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$________</td>
</tr>
</tbody>
</table>

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

---

**CIP COMMITTEE NOTES:**
### Project Request Form

**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 X  Plan or document reference (attach supporting materials): AMP Goal 1 (page 69)

7. **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 ______________________

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 X NO

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING: ___, ___, ___, ___, ___

13. **COST ESTIMATE:**

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>$ 5,000 Planning/feasibility analysis</td>
<td>_____ Add personnel</td>
</tr>
<tr>
<td>$ Professional services</td>
<td>_____ Increased O &amp; M costs</td>
</tr>
<tr>
<td>$ 100,000 Real estate acquisition</td>
<td>_____ Reduce personnel</td>
</tr>
<tr>
<td>$ Site preparation</td>
<td>_____ Decreased O &amp; M costs</td>
</tr>
<tr>
<td>$ Construction</td>
<td>Explain: __________________________</td>
</tr>
<tr>
<td>$ Furnishings &amp; equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>$ Vehicles &amp; capital equipment</td>
<td>+ $ annually</td>
</tr>
<tr>
<td>$ Capital Reserve fund</td>
<td>- $ annually</td>
</tr>
<tr>
<td>$ Other</td>
<td></td>
</tr>
<tr>
<td>$ 105,000 Total Project Cost</td>
<td></td>
</tr>
</tbody>
</table>

**OCD use:**

**CIP project #** GG-02
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 $_______________

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

---

**CIP COMMITTEE NOTES:**
Project Request Form

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 _X_ 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. ___ Removes imminent threat to public health or safety*  
g. _X_ Provides incentive to economic development
b. _X_ 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. ___ Improves the quality of existing services  
j. ___ Expanded public demand
e. ___ Provides added capacity to serve growth  
k. ___ Extends useful life of current facility or equipment
f. ___ Reduces long-term operating costs  
l. _X_ Other _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 _X_ NO ___.
LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING ___ ___ ___ ___

13. COST ESTIMATE: CAPITAL COSTS IMPACT ON OPERATING & MAINTENANCE
(Delineize if necessary)  Dollar Amount (in current $) Costs or Personnel Needs
$ 1,500 Planning/feasibility analysis  ____ Add personnel
$ 7,000 Professional services  $5,000 Increased O & M costs
$ _______ Real estate acquisition  ____ Reduce personnel
$ _______ Site preparation  ____ Decreased O & M costs
$ _______ Construction  Explain: $5,000/$9.00 per hour= 555 hours

OCD use:  
CIP project # HC-01
$ _______ Furnishings & equipment
$ _______ Vehicles & capital equipment
$ 21,500 Capital Reserve fund
$ 30,000 Other                          

Total Project Cost

Dollar cost of impacts if known:
+ $__________ annually
(-) $__________ annually

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                    $3,000       
Project cost                     $27,000

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

CIP COMMITTEE NOTES:
Project Request Form

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

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 x NO Plan or document reference: current reconfiguration referred to in Strategic 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. 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. Improves the quality of existing services  j. Expanded public demand
   e. Provides added capacity to serve growth  k. Extends useful life of current facility or equipment
   f. 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 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 x NO __________ List prior years project was proposed for 1st year funding __________

13. COST ESTIMATE: (Itemize if necessary)

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>Planning/feasibility analysis</td>
<td>Add personnel</td>
</tr>
<tr>
<td>Professional services</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>Real estate acquisition</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>Site preparation</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>Construction</td>
<td>Explain:</td>
</tr>
<tr>
<td>Furnishings &amp; equipment</td>
<td></td>
</tr>
<tr>
<td>Vehicles &amp; capital equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>Capital Reserve fund</td>
<td>+ $_________ annually</td>
</tr>
<tr>
<td>Other</td>
<td>(-) $_________ annually</td>
</tr>
</tbody>
</table>
$ _800,000__ Total Project Cost

14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$____________</td>
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<tr>
<td>Loan from:</td>
<td>$____________</td>
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<tr>
<td>Donation/bequest/private</td>
<td>$____________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$____________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$____________</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$____________</td>
</tr>
<tr>
<td>General obligation bond</td>
<td>$____________</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$____________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$____________</td>
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<tr>
<td>Total project cost</td>
<td>$____________</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$____________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$<strong>800,000 est</strong></td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
1. DEPARTMENT: Police Department

2. DATE REQUEST PREPARED: 3/17/15

3. ITEM / PROJECT NAME: APD/EMS Complex Renovation

4. REQUEST PREPARED BY: Mark Reams

5. DEPT PRIORITY: 1 OF 1 PROJECTS

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

   Renovate existing structure to provide additional space currently needed by APD, and provide room for growth in the coming 20-30 years

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: Master Plan; APD Strategic Plan

8. ITEM / PROJECT RATIONALE: (check all that apply)
   a. __ Removes imminent threat to public health or safety*
   b. __ Removes 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)

   As mentioned in the master plan, the possible future merging of Amherst Emergency Medical Services (AEMS) and the Amherst Fire Department (AFD) at the current AFD location would result in the availability of additional space for the Amherst Police Department (APD) in the previously occupied lower level of the existing APD/AEMS building. In the event that the two departments do merge and EMS relocates, then the police department would seek to redesign and renovate the lower level. If steps are at some point taken in the coming years to initiate this merge, the APD recognizes that the renovation of the lower level of the AEMS/APD building would be secondary to the refurbishment of the existing AFD structure and therefore likely pushed out even further on the CIP timeline.

   The existing AEMS/APD structure was built in 1980, with major additions and renovations in 1996. The need for additional APD space has been slowly developing over the last 17 years, and the occupation of both levels would accommodate that anticipated need for additional space. The APD envisions the formation of a future APD building committee to explore design and renovation plans, costs, and options. A very rough estimate of $150,000 is being proposed for the project at this time.

10. ESTIMATED USEFUL LIFE (Years): __ 25 __________

11. YEAR REQUEST REQUIRED: To Be Determined

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING __, __, __, __, __
### 13. COST ESTIMATE:

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>$ _______ Planning/feasibility analysis</td>
<td>_____ Add personnel</td>
</tr>
<tr>
<td>$ _______ Professional services</td>
<td>_____ Increased O &amp; M costs</td>
</tr>
<tr>
<td>$ _______ Real estate acquisition</td>
<td>_____ Reduce personnel</td>
</tr>
<tr>
<td>$ _______ Site preparation</td>
<td>_____ Decreased O &amp; M costs</td>
</tr>
<tr>
<td>$ _______ Construction</td>
<td>Explain: ________________________________</td>
</tr>
<tr>
<td>$ _______ Furnishings &amp; equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>$ _______ Vehicles &amp; capital equipment</td>
<td>+ $__________ annually</td>
</tr>
<tr>
<td>$ _______ Capital Reserve fund</td>
<td>(-) $__________ annually</td>
</tr>
<tr>
<td>$ _______ Other _____________________</td>
<td></td>
</tr>
<tr>
<td>$ 150,000 Total Project Cost</td>
<td></td>
</tr>
</tbody>
</table>

### 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 $ 150,000
Minus Revenue $__________
Project cost $__________

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

CIP COMMITTEE NOTES:
**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. _X_ Removes imminent threat to public health or safety*  
   b. _X_ Alleviates substandard condition or deficiencies  
   c. __ Responds to federal or state requirements to implement  
   d. _X_ Improves the quality of existing services  
   e. ___ Provides added capacity to serve growth  
   f. _X_ 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. _X_ 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)

   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 1ST YEAR FUNDING 2016

13. **COST ESTIMATE:**  
   **CAPITAL COSTS**  
   Itemize if necessary

<table>
<thead>
<tr>
<th>Dollar Amount (in current $)</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
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</thead>
<tbody>
<tr>
<td>Planning/feasibility analysis</td>
<td>Add personnel</td>
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<td>Professional services</td>
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<tr>
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</tr>
<tr>
<td>Site preparation</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>Construction</td>
<td>Explain:</td>
</tr>
<tr>
<td>Furnishings &amp; equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
<tr>
<td>Vehicles &amp; capital equipment</td>
<td>$32,000 Total Project Cost</td>
</tr>
<tr>
<td>Capital Reserve fund</td>
<td>(+) $________ annually</td>
</tr>
<tr>
<td>Other</td>
<td>(-) $________ annually</td>
</tr>
</tbody>
</table>

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OCR use:

CIP project # REC-01
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)

**CIP COMMITTEE NOTES:**
Replace 2007 – ExMark Mower

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.

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.
14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$______</td>
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<tr>
<td>Loan from:</td>
<td>$______</td>
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<tr>
<td>Donation/bequest/private</td>
<td>$______</td>
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<tr>
<td>User fees &amp; charges</td>
<td>$______</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$______</td>
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<tr>
<td>Current Revenue</td>
<td>$______</td>
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<tr>
<td>General obligation bond</td>
<td>$______</td>
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<tr>
<td>Revenue bond</td>
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<tr>
<td>Total project cost</td>
<td>$______</td>
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<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$______</td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
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.

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.
$ ________ Other _____________________  (-) $1,500_____ annually
$ __14,000__ Total Project Cost

14. Sources of Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from: _________________________</td>
<td>$_________</td>
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<tr>
<td>Loan from: __________________________</td>
<td>$_________</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$_________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$14,000___</td>
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<tr>
<td>Capital reserve withdrawal</td>
<td>$_________</td>
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<tr>
<td>Current Revenue</td>
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<tr>
<td>General obligation bond</td>
<td>$_________</td>
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<tr>
<td>Revenue bond</td>
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<tr>
<td>Minus Revenue</td>
<td>$_________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$14,000___</td>
</tr>
</tbody>
</table>

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

CIP COMMITTEE NOTES:
FY2017-2022 CIP Project Request Form

1. DEPARTMENT: SAU-39 SOUHEGAN HIGH SCHOOL  2. DATE REQUEST PREPARED: 3/10/2015

3. ITEM / PROJECT NAME: REPAVING: ROAD & PARKING LOTS  5. DEPT PRIORITY: ___OF ___PROJECTS

4. REQUEST PREPARED BY: JIM MINER

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

MULTIPLE AREAS OF ROADS ACCESS ROADS AND STAFF/STUDENT/VISITOR PARKING REQUIRES FULL ASPHALT REPLACEMENT.

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.  X  Removes imminent threat to public health or safety*  g.  ___Provides incentive to economic development
   b.  ___ 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.  X  Improves the quality of existing services  j.  ___ Expanded public demand
   e.  ___ Provides added capacity to serve growth  k.  ___ Extends useful life of current facility or equipment
   f.  X  Reduces long-term operating costs  l.  ___ 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)

THE ORIGINAL SCHOOL PAVED AREAS INSTALLED IN 1991 AND ARE BEYOND FURTHER PATCHING AND REPAIR AS AN OPTION.

A MULTIPLE YEAR REPLACEMENT HAS BEEN PLANNED WITH YEARLY REVIEW TO UPDATE PRIORITY AREAS.

2017 - $200,000  
2018 - $200,000  
2019 - $200,000

10. ESTIMATED USEFUL LIFE (Years): ___20___  11. YEAR REQUEST REQUIRED: FY17, FY18, FY19

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

   LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2014, 2015, 2016 ___

13. COST ESTIMATE: CAPITAL COSTS IMPACT ON OPERATING & MAINTENANCE

   (Itemize if necessary) Dollar Amount (in current $) Costs or Personnel Needs

   $_________ Planning/feasibility analysis  $_________ Add personnel

   $600,000__ Professional services  $600,000__ Increased O & M costs

   $_________ Real estate acquisition  $_________ Reduce personnel

   $_________ Site preparation  $_________ Decreased O & M costs

   $_________ Construction  Explain: ________________________________

   $_________ Furnishings & equipment

   $_________ Vehicles & capital equipment

   $_________ Capital Reserve fund

   $_________ Other ________________

   $600,000__ Total Project Cost

   Dollar cost of impacts if known: + $________ annually

   (-) $________ annually
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$______</td>
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<tr>
<td>Loan from:</td>
<td>$______</td>
</tr>
<tr>
<td>Donation/bequest/private</td>
<td>$______</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$______</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
<td>$______</td>
</tr>
<tr>
<td>Current Revenue</td>
<td>$______</td>
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<tr>
<td>General obligation bond</td>
<td>$______</td>
</tr>
<tr>
<td>Revenue bond</td>
<td>$______</td>
</tr>
<tr>
<td>Operating budget line, outright purchase</td>
<td>2017 - $200,000, 2018 - $200,000, 2019 - $200,000</td>
</tr>
<tr>
<td>Total project cost</td>
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<tr>
<td>Minus Revenue</td>
<td>$______</td>
</tr>
<tr>
<td>Project cost</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

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

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CIP COMMITTEE NOTES:
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 PROJECTIONS

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. **X** Removes imminent threat to public health or safety*
   
g. **_** Provides incentive to economic development
b. **_** 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. **X** Improves the quality of existing services
   
j. **_** Expanded public demand
e. **_** Provides added capacity to serve growth
   
k. **_** Extends useful life of current facility or equipment
f. **_** Reduces long-term operating costs
   
l. **X** 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 **X** NO **_**

LIST PRIOR YEARS PROJECT WAS PROPOSED FOR 1ST YEAR FUNDING 2015 **_** **_** **_**

13. COST ESTIMATE: CAPITAL COSTS

   (Itemize if necessary)

   Dollar Amount (in current $)

   $_______ Planning/feasibility analysis
   $220,000__ Professional services
   $_______ Real estate acquisition
   $_______ Site preparation
   $_______ Construction
   $_______ Furnishings & equipment
   $_______ Vehicles & capital equipment
   $_______ Capital Reserve fund
   $_______ Other _____________________
   $220,000__ **Total Project Cost**

   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**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant from:</td>
<td>$________</td>
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<tr>
<td>Loan from:</td>
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<td>Donation/bequest/private</td>
<td>$________</td>
</tr>
<tr>
<td>User fees &amp; charges</td>
<td>$________</td>
</tr>
<tr>
<td>Capital reserve withdrawal</td>
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</tr>
<tr>
<td>Current Revenue</td>
<td>$________</td>
</tr>
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<td>General obligation bond</td>
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<tr>
<td>Revenue bond</td>
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<td></td>
<td>$________</td>
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<tr>
<td>Total project cost</td>
<td>$________</td>
</tr>
<tr>
<td>Minus Revenue</td>
<td>$________</td>
</tr>
<tr>
<td>Project cost</td>
<td>$220,000</td>
</tr>
</tbody>
</table>

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

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**CIP COMMITTEE NOTES:**
**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 21st 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. ___ 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)

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 1st Year Funding 2014 2015 _____

13. **COST ESTIMATE:**

<table>
<thead>
<tr>
<th>CAPITAL COSTS</th>
<th>IMPACT ON OPERATING &amp; MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar Amount (in current $)</td>
<td>Costs or Personnel Needs</td>
</tr>
<tr>
<td>$ _______ Planning/feasibility analysis</td>
<td>Add personnel</td>
</tr>
<tr>
<td>$ <strong>10,000</strong> Professional services</td>
<td>Increased O &amp; M costs</td>
</tr>
<tr>
<td>$ _______ Real estate acquisition</td>
<td>Reduce personnel</td>
</tr>
<tr>
<td>$ _______ Site preparation</td>
<td>Decreased O &amp; M costs</td>
</tr>
<tr>
<td>$ _______ Construction</td>
<td>Explain: ________________________________</td>
</tr>
<tr>
<td>$ _______ Furnishings &amp; equipment</td>
<td></td>
</tr>
<tr>
<td>$ _______ Vehicles &amp; capital equipment</td>
<td>Dollar cost of impacts if known:</td>
</tr>
</tbody>
</table>
14. **Sources of Funding**

<table>
<thead>
<tr>
<th>Source of Funding</th>
<th>Amount</th>
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</thead>
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<tr>
<td>Grant from: Title IIa for professional services</td>
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</tr>
<tr>
<td>Loan from:</td>
<td>$</td>
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<tr>
<td>Donation/bequest/private</td>
<td>$</td>
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<tr>
<td>User fees &amp; charges</td>
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<td>Minus Revenue</td>
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<tr>
<td>Project cost</td>
<td>$100,000</td>
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</tbody>
</table>

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

None at this time

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CIP COMMITTEE NOTES: