

# Town of Williston

Proposed Capital Budget and Program

Fiscal Years 2018 through 2023

Submitted: November 29, 2016

Prepared by:

Richard McGuire, Town Manager

Jennifer Kennelly, Finance Director

## Capital Budget Purpose and Adoption Process

### 1. What is a Capital Project?

A Capital Project is defined as a major improvement of a non-recurring nature to the physical plant including buildings, parks, streets, facilities (24 V.S.A. § 4430).

Examples include:

- Any physical betterment or improvement including furnishings, machinery, apparatus or equipment for such physical betterment or improvement when first constructed or acquired;
- Any preliminary studies and surveys relating to any physical betterment or improvement;
- Land or rights to land

### 2. What is the purpose of having a Capital Budget?

The purpose of a capital improvement program is to provide for a long-term work program, a comprehensive physical development plan and a long-term fiscal plan. The plans must be as realistic and accurate as possible. It is understood however, that the plan may be subject to change, particularly towards the end of the six-year plan.

By developing a six-year capital improvement program, several objectives will be accomplished. First, the long-term physical development of the Town's facilities can be evaluated against its financial capabilities. Second, the plan serves as a management tool in coordinating the requests for improvements thus helping to avoid overlap, duplication and delay. Third, priorities for the town can be set.

The Capital Program does not represent a legislative commitment to all of the planned capital projects nor does it appropriate the funds. The Selectboard, as part of the town's annual budget, must approve funding for Capital budget requests in the first year of the Capital Program. The funding required for the projects planned for the first year of the Capital Program must also be approved at a Town Meeting. Each year the six-year program is reviewed and extended another year to reflect the Town's most up to date needs and priorities on planned improvements.

### 3. How is the Capital Budget prepared?

In September and October of each year, all town department heads are asked to consider what if any improvements to town owned buildings, parks, transportation system and major equipment are needed to continue serving the needs of the community. For each identified need, a detailed project proposal form has been completed and is included in the budget presentation. The various projects are

summarized for each type of improvement by year and by funding source. This summary appears just before the related project proposals.

4. How is the Capital Budget Adopted?

State Statutes require that the Planning Commission “Prepare and present a recommended capital budget and program...for action by the legislative body...” (24 V.S.A. § 4325)

Action by the legislative body (Selectboard) on the capital budget and program must follow one or more public hearings. The statutes require the following: “A copy of the proposed capital budget and program shall be filed at least fifteen days prior to the final public hearing with the clerk of the municipality and the secretary of the Planning Commission. The Planning Commission may submit a report to the legislative body prior to the final public hearing.” (24 V.S.A. § 4443(a))

5. How is the budget format organized?

For each project, a detailed project proposal has been completed and is included in the budget presentation. The various projects are summarized in the beginning of this document by year and by funding source. Information concerning the debt schedule is also presented.

The budget is divided into three major sections: Capital Projects; Equipment Purchase and Replacement; and Capital and Equipment project for Water, Sewer and Stormwater facilities. The Capital Projects portion is being submitted to the Planning Commission for review, comment and recommendations as provided for in 24 V.S.A. § 4325.

In addition to the above, there were a number of Department requests that were reduced, deleted or re-scheduled. These changes are identified on the Project Proposal sheets, under the Manager Approved section in the middle of each page.

# Town of Williston

## Capital Budget and Program Fiscal Years 2018 through 2023

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# Memo

Date: November 29, 2016

**TO:** Selectboard  
**FROM:** Richard McGuire  
**RE:** Capital Budget and Program

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1. Introduction

Included herein is the proposed Capital Budget and Program for fiscal years 2018 through 2023. Over the six-year period, the proposals amount to a total of \$6,229,997 not including school, state and federal projects. Various funding sources are proposed including \$2,250,000 in Host Town Agreement Funds, and \$745,660 from impact fees, grants, and other sources. The remainder of the proposed funding is planned to come from the general fund of which \$1,915,000 is bonded, \$498,010 is used from the Fund Balance and \$821,327 is to be funded from property tax revenue over the six-year period. In addition, there are water, sewer and stormwater projects which are not supported by property tax revenues but are funded through a combination of funding sources with most of the funding coming from fees charged in support of each fund.

There are a number of projects proposed for bonding or leasing:

- Lease/Purchase a new ambulance (General Fund - FY 2018)
- Water Tank (Water Fund – FY 18)
- Solar Tracking Purchase (General Fund - FY 2019)
- Sewer Line Upgrades - (Sewer Fund - FY 2019)
- Roof Replacement for Brick Church and Town Hall (General Fund – FY 2021)

For the current fiscal year, the cost of debt is about .067 cents. This will decrease to .063 cents in 2018. The only new borrowing proposed for fiscal year 2018 for the General Fund is the lease purchase of a new ambulance. In addition, the borrowing costs scheduled in 2018 through 2023 will be somewhat offset by the declining payments of the existing debt. Please refer to the debt schedule in the summary section.

2. **There are several key decisions that will need to be made on the following projects:**

- **Sidewalk Projects** – Much of the work planned as part of the original bond issue has been completed or is in the process of being completed. Since town staff was so successful in acquiring various grants there is remaining money in the amount authorized by the Town. It is very important to note that a portion of the authorized amount has never been borrowed (\$1,000,000) and to do so now will increase the tax

burden. A public hearing will be scheduled to solicit input from the public on what gaps might exist in the system of sidewalks and bikepaths.

- **Community Center**– Recently a group of citizens requested the Board move forward on building a new community center. This is a major project that will add to our debt service and perhaps more importantly it will add to our operating expenses. Funds have been proposed for a preliminary engineering study in fiscal year 2019. Between now and then, a community discussion will be needed on whether or not such a facility makes sense and if so, how it might be funded.

**Town of Williston  
Notice of Public Hearing**

**Proposed Operating and Capital Budgets**

January 3, 2017

Notice is hereby given that the Williston Selectboard will hold a Public Hearing on Tuesday, January 3, 2017 at 8:00 P.M. at the Williston Town Hall meeting room to receive comments on the proposed Operating budget for fiscal year 2018 and Capital Budget and Program for fiscal years 2018 to 2023.

The proposed Operating budget provides for expenses of \$10,???,???. This represents a ??% increase over the current fiscal year, not including capital expenses. The funds are used to provide municipal services including, but not limited to: Police, Fire, Library, Recreation, and Highway maintenance.

The purpose of the Capital Budget is to identify major physical improvements needed to serve the community for next fiscal year and for the subsequent five years. Projects include, but are not limited to: building, park, and road improvements and bike path extensions. Potential revenue sources include property taxes, host town fees, impact fees, and grants. For next fiscal year, the total proposed expenditure for capital projects and equipment funded from property taxes, host town fees and Fund Balance is \$???,???

Copies of the proposed Operating and Capital budgets are available for review at the Town Hall. Summaries are also available for review on the Town's web site.

Dated at the Town of Williston, Vermont this 10<sup>th</sup> day of December 2016.

*Richard McGuire*  
Town Manager

**PUBLICATION DATES:** December 17, 2016 (Williston Observer)

**Town of Williston**  
**Annual Budget Schedule**  
**Fiscal Year 2018**

<b>Task</b>	<b>Responsibility</b>	<b>Target Date</b>
Distribute capital budget forms	Manager	September 1, 2016
Prepare capital budget requests	Department Heads	October 1, 2016
Distribute operating budget forms	Manager	October 1, 2016
Prepare operating budget requests	Department Heads	November 1, 2016
Complete preliminary review and transmit capital budget to Planning Commission	Manager	November 1, 2016
Review capital budget requests and transmit to Selectboard	Planning Commission	January 4, 2017
Review operating budget requests and transmit to Selectboard	Manager	December 1, 2016
Preview operating budget	Selectboard	December 6, 2016
Review operating budget – dedicated session	Selectboard	December 13, 2016
Review operating budget	Selectboard	December 20, 2016
Public Hearing on Budget	Selectboard	January 3, 2017
Review operating budget	Selectboard	January 10, 2017
Review budget – dedicated session	Selectboard	January 17, 2017
Final budget review	Selectboard	January 24, 2017
Submit budget to printer	Manager	January 27, 2017
Town Meeting		March 6, 2017
Australian ballot		March 7, 2017

TAX IMPACT SUMMARY  
Town of Williston  
Capital Budget Funding from Operating Budget and Host Town  
Fiscal Years 2018 through 2023

	FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY2023	Total 2018-2023
<b>Expenditures</b>								
Capital Projects in Operating Budget	87,000	85,500	20,000	25,000	-	-	-	130,500
Host Town Fund Capital Projects	70,280	63,100	80,000	90,000	107,500	97,500	97,500	535,600
<b>Capital Projects</b>	<b>157,280</b>	<b>148,600</b>	<b>100,000</b>	<b>115,000</b>	<b>107,500</b>	<b>97,500</b>	<b>97,500</b>	<b>666,100</b>
Capital Equipment in Operating Budget	80,040	332,940	169,329	284,217	140,117	152,117	110,117	1,188,837
Host Town Fund Equipment	393,500	311,900	295,000	285,000	267,500	277,500	277,500	1,714,400
<b>Equipment Fund Projects</b>	<b>473,540</b>	<b>644,840</b>	<b>464,329</b>	<b>569,217</b>	<b>407,617</b>	<b>429,617</b>	<b>387,617</b>	<b>2,903,237</b>
<b>Debt Service, existing</b>	<b>1,093,176</b>	<b>1,027,450</b>	<b>998,443</b>	<b>973,966</b>	<b>900,260</b>	<b>878,299</b>	<b>850,377</b>	<b>5,628,796</b>
<b>Total Capital Requirements</b>	<b>1,723,996</b>	<b>1,820,890</b>	<b>1,562,772</b>	<b>1,658,183</b>	<b>1,415,377</b>	<b>1,405,416</b>	<b>1,335,494</b>	<b>9,198,133</b>
<b>Revenue Sources:</b>								
Host Town Revenues	340,000	325,000	325,000	325,000	325,000	325,000	325,000	1,950,000
Operating Budget (Tax Revenues)	1,260,216	1,158,880	1,167,772	1,128,183	1,040,377	994,416	960,494	6,450,123
Host Town Accumulated Surplus	45,230	50,000	50,000	50,000	50,000	50,000	50,000	300,000
General Fund Balance	78,550	287,010	20,000	155,000	-	36,000	-	498,010
	<b>1,723,996</b>	<b>1,820,890</b>	<b>1,562,772</b>	<b>1,658,183</b>	<b>1,415,377</b>	<b>1,405,416</b>	<b>1,335,494</b>	<b>9,198,133</b>
<b>Tax Rate: Capital &amp; Existing Debt</b>	<b>\$ 0.067</b>	<b>\$ 0.061</b>	<b>\$ 0.062</b>	<b>\$ 0.060</b>	<b>\$ 0.055</b>	<b>\$ 0.053</b>	<b>\$ 0.051</b>	
Proposed New Debt	-	38,000	38,000	72,000	76,750	102,750	102,255	429,755
<b>Tax Rate for Proposed New Debt</b>	<b>\$ -</b>	<b>\$ 0.002</b>	<b>\$ 0.002</b>	<b>\$ 0.004</b>	<b>\$ 0.004</b>	<b>\$ 0.005</b>	<b>\$ 0.005</b>	
<b>Total Tax Rate, Capital, Existing &amp; Proposed Debt</b>	<b>0.067</b>	<b>0.063</b>	<b>0.064</b>	<b>0.063</b>	<b>0.059</b>	<b>0.058</b>	<b>0.056</b>	

Town of Williston  
Debt Schedule  
FY 2018 - 2023

Project		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>TOWN - Existing Debt</b>								
Sidewalks & Paths, \$1,600,000	interest	28,714	24,887	21,718	18,510	14,320	11,506	7,718
Term 2006-2025	principal	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Rec Impact Fee payment toward bond		(15,710)	(15,710)	(15,710)	(15,710)	(15,710)	(15,710)	(15,710)
Public Safety Building, \$3,300,000	interest	59,222	51,330	44,794	38,176	29,535	23,730	15,919
1st bond, term 2006 - 2025	principal	165,000	165,000	165,000	165,000	165,000	165,000	165,000
Public Safety Building, \$1,350,000	interest	31,030	25,569	22,534	19,638	14,026	13,604	10,808
2nd bond, term 2007-2026	principal	70,000	65,000	65,000	65,000	65,000	65,000	65,000
Public Safety Building, \$1,800,000	interest	45,102	41,361	32,223	28,598	24,760	20,495	16,333
3rd bond, term 2008 - 2027	principal	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Fire Engine 2009, \$485,000	interest	5,770	4,184	2,568	869	-	-	-
term 2010 - 2019	principal	50,000	45,000	45,000	45,000	-	-	-
Ambulance (\$219,584), seven years	interest	1,371	-	-	-	-	-	-
	principal	33,855	-	-	-	-	-	-
Library Roof \$200,000	Interest	3,161	2,812	2,408	1,951	1,443	888	301
Term 2013 - 2022	Principal	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Public Works Bldg, \$4,800,000	interest	153,984	149,787	144,677	138,703	132,010	124,644	116,630
Term 2014-2033	principal	240,000	240,000	240,000	240,000	240,000	240,000	240,000
Ambulance 2014, lease	interest	3,202	2,433	1,644	833	-	-	-
	Principal	28,475	29,244	30,034	30,845	-	-	-
Fire Truck 2017, \$275,000	interest		6,553	6,553	6,553	5,501	4,767	4,003
Wrap principal, 2018 - 2027*	principal					39,285	39,285	39,285
<b>Total Existing Debt</b>		<b>1,093,176</b>	<b>1,027,450</b>	<b>998,443</b>	<b>973,966</b>	<b>905,170</b>	<b>883,209</b>	<b>855,287</b>
<b>Proposed New Debt</b>								
Ambulance Lease FY2018, \$245,000	<i>estimated lease payment</i>		38,000	38,000	38,000	38,000	38,000	38,000
Solar Panel Purchase FY2019, \$340,000	<i>estimated interest &amp; principal</i>				34,000	34,000	34,000	34,000
Brick Church Roof, \$250,000	<i>estimated interest &amp; principal</i>					4,750	30,750	30,255
10 year term, first payment Nov 2021								
<b>Total Proposed New Debt</b>		<b>-</b>	<b>38,000</b>	<b>38,000</b>	<b>72,000</b>	<b>76,750</b>	<b>102,750</b>	<b>102,255</b>
<b>Total Existing and Proposed NET Town Debt</b>		<b>1,093,176</b>	<b>1,065,450</b>	<b>1,036,443</b>	<b>1,045,966</b>	<b>981,920</b>	<b>985,959</b>	<b>957,542</b>
<b>Water and Sewer Debt</b>								
Water Tower Land, \$400,000	interest	4,297	3,636	2,975	2,314	1,653	992	331
term 2013 - Dec 2022	principal	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Water Tower, CWD payment	<i>estimate</i>			33,760	67,520	67,520	67,520	67,520
<b>Total Water Debt</b>		<b>44,297</b>	<b>43,636</b>	<b>76,735</b>	<b>109,834</b>	<b>109,173</b>	<b>108,512</b>	<b>107,851</b>
Sewer Old Stage Pump Station	interest	4,625	4,393	4,158	3,917	3,672	3,422	3,167
	principal	11,554	11,785	12,021	12,261	12,507	12,757	13,012
Sewer Industrial Ave & River Cove Pump	interest	14,636	13,996	13,342	12,675	11,995	11,302	10,594
	principal	32,040	32,681	33,335	34,002	34,682	35,375	36,083
Sewer Gallop Hill Pump station	interest	3,410	3,269	3,126	2,980	2,831	2,679	2,524
	principal	7,016	7,157	7,300	7,446	7,595	7,747	7,902
Sewer Rt 2A Gravity Sewer Line	interest		2,702	2,591	2,477	2,362	2,244	2,123
	principal		5,560	5,671	5,785	5,901	6,019	6,139
Sewer payment for Tri-town debt	fee, not debt	279,834	279,491	279,094	278,650	278,170	277,663	277,118
<b>Total Sewer Debt</b>		<b>353,115</b>	<b>361,034</b>	<b>360,638</b>	<b>360,193</b>	<b>359,715</b>	<b>359,208</b>	<b>358,662</b>
Meadowridge Sewer Loan	interest	7,108	6,753	6,390	6,020	5,644	5,259	4,867
	principal	17,759	18,114	18,476	18,846	19,222	19,607	19,999
Meadowridge Neighborhood Payments		(24,867)	(24,867)	(24,866)	(24,866)	(24,866)	(24,866)	(24,866)
<b>Total Meadowridge Debt</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL UTILITY DEBT</b>		<b>397,412</b>	<b>404,670</b>	<b>437,373</b>	<b>470,027</b>	<b>468,888</b>	<b>467,720</b>	<b>466,513</b>

\*Recommend delaying the principal portion of the Fire Truck debt to prevent two truck payments simultaneously; 10 year note, principal payments 7 years

Town of Williston - Unfinished Capital Projects  
 Status Report by funding Source as of November 30, 2016

Year	Project	Original Budget	Remaining				Grants & Other	Total Remaining	Status
			Town Budget or Reserves	Host Town Fund	Recreation Impact Fees	Transportation Impact Fees			
pre 2006	Sidewalks/Paths, before bond savings	707,360		89,500	63,574			153,074	ongoing
FY 01-05	Brennan Park	125,000	1,603	3,991	16,987			22,581	2018 request to use balance
FY 04-05	Sidewalks/Paths Bond Fund	1,600,000					232,985	232,985	ongoing
FY 04-05	Sidewalks/Paths Bond Fund	1,000,000						1,000,000	authorized, not borrowed
FY10-16	Rossignol Park	130,000		89,781				89,781	ongoing
FY 17	Rossignol Park 17	25,000		25,000				25,000	ongoing
FY 13-16	Allen Brook Community Park	100,000		(0)	3,508			3,508	ongoing
FY 17	Allen Brook Park 17	49,000		35,536	13,720			49,256	ongoing
FY 09-15	Grid Street to Trader Lane	596,300				500,195		500,195	ongoing
FY 16	Grid Street, Trader Lane	658,850				20,000	638,850	658,850	ongoing
FY 17	Grid Street to Trader Lane	1,243,200				928,900	314,300	1,243,200	ongoing
FY 14	Williston Road Waterline Relocation	69,500			-	69,500		69,500	has not begun
FY 15	Mud Pond Parking	45,000		17,103			25,000	42,103	2018 request to use balance
FY 15	Watershed Improvements	35,000	19,090	9,587				28,677	ongoing
FY 16	Industrial Avenue Bridge Decking	10,000		10,000				10,000	ongoing
FY 16-17	Library Front Courtyard	47,500	26,665	(0)				26,665	2017 project
FY 17	Municipal Energy Efficiency 17	10,000		4,814				4,814	2017 project
FY 17	Equipment FY 17	401,040	7,540	5,877				13,417	2017 project
FY 17	Brick Church Windows	11,500	11,500					11,500	2017 project
FY 17	Handicap Access	22,000	13,480					13,480	2017 project
FY 17	Transportation Improvements	40,000				40,000		40,000	2017 project
FY 17	Sidewalks & paths	15,710			15,710			15,710	2017 project
FY 17	New Highway Truck	20,000	20,000					20,000	2017 project
<b>TOTAL</b>		<b>6,451,710</b>	<b>99,878</b>	<b>291,188</b>	<b>113,499</b>	<b>1,558,595</b>	<b>1,211,135</b>	<b>4,155,374</b>	
<b>Net Assets by Source</b>				<b>603,355</b>	<b>216,675</b>	<b>653,000</b>		<b>3,274,295</b>	
Host Town Balance including estimate FY2017 revenues				312,167					

Town of Williston - Capital & Equipment Projects Budget

Capital Project Expenditures FY 2018  
Funding Sources

Project	Town Operating	Host Town Fund	Impact Fees	Fund Balance	Grants&Other	Total
Tower & Belfry Brick Church				22,500		22,500
Library Carpet				43,000		43,000
Building Contingency Fund				10,000		10,000
Rossignol Park			25,000			25,000
Allen Brook Park		52,000	52,000			104,000
Brennan Park		1,100	16,900			18,000
Allen Brook Nature Trail		10,000			10,000	20,000
Mud Pond Parking				10,000		10,000
Grid Street, Trader Lane					321,455	321,455
Minor Transportation Improvements			20,000			20,000
Sidewalks & Paths			15,710			15,710
<b>Total Projects</b>	\$ -	\$ 63,100	\$ 129,610	\$ 85,500	\$ 331,455	\$ 609,665

Capital Equipment Expenditures FY 2018  
Funding Sources

Project	Town Operating	Host Town Fund	Impact Fees	Fund Balance	Grants&Other	Total
Highway Replacement Truck		110,000				110,000
New Large Highway Truck				160,000		160,000
Large Hwy Equipment Savings		31,095				31,095
Highway Pickup Savings		11,495				11,495
Hot Box				9,000		9,000
Buildings Mowers Savings		5,450				5,450
Recreation Pickup Savings		2,815				2,815
Recreation & Parks Mower Savings		5,450				5,450
Police Chief Vehicle Savings		6,300				6,300
Police Cruiser Savings		92,900				92,900
New Police Cruiser Savings		19,800				19,800
Police Technology Savings		5,500				5,500
Traffic Safety Equipment Savings		8,500				8,500
Fire 4x4 Vehicle Savings	2,305	12,595				14,900
Fire Brush Truck Savings	6,500					6,500
Rescue Defibrillator Savings	8,125					8,125
Hydraulic Tools Savings	18,000					18,000
Fire File Server/Technology	6,000					6,000
Portable Radios Savings	25,000					25,000
Compressor Savings				25,000		25,000
Breathing Apparatus Savings	36,000					36,000
Ambulance Stretchers	5,000					5,000
Ambulance (Lease)					245,000	245,000
Epoxy Floor	10,000					10,000
Sewer Pump Replacement				7,510		7,510
Bookmobile Savings	7,500					7,500
Town Hall/Annex File Server Savings	7,000					7,000
<b>Total Equipment</b>	\$ 131,430	\$ 311,900	\$ -	\$ 201,510	\$ 245,000	\$ 889,840
<b>Grand Total</b>	\$ 131,430	\$ 375,000	\$ 129,610	\$ 287,010	\$ 576,455	\$ 1,499,505

**CAPITAL PROJECT NEEDS BY CATEGORY BY YEAR**  
**Town of Williston**  
**Six Year Capital Budget and Program**  
**FY 2018 - FY 2023, as of November 14, 2016**

Page Department/Project	FY 18	FY 19	FY 20	FY 21	FY 22	F 23	Source
<b>Buildings</b>							
Tower & Belfry Brick Church	22,500	-	-	-	-	-	General Fund Balance
Library Carpet	43,000	-	-	-	-	-	General Fund Balance
Library DVD Shelving	-	-	20,000	-	-	-	Host Town
Brick Church/Town Hall Roof	-	-	-	250,000	-	-	Bond
Community Center	-	25,000	-	-	-	-	Host Town/Bond
Building Contingency Fund	10,000	10,000	10,000	-	-	-	General Fund Balance
<b>Buildings Total</b>	<b>75,500</b>	<b>35,000</b>	<b>30,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>390,500</b>
<b>Parks</b>							
Rossignol Park	25,000	25,000	-	-	-	-	Recreation Impact Fees
Allen Brook Community Park, phase 3	104,000	120,000	120,000	195,000	195,000	195,000	Rec Impact Fees/Host Town
Brennan Park	18,000	-	-	-	-	-	Rec Impact Fees/Host Town
Allen Brook Nature Trail - Connection	20,000	-	-	-	-	-	State Grant/Host Town
Allen Brook Nature Trail - Boardwalk	-	30,000	-	-	-	-	State Grant/Host Town
Mud Pond Parking	10,000	20,000	30,000	-	-	-	State Grant/ERF/General Fund Balance
Brownell Mtn. Trailhead	-	20,000	25,000	25,000	-	-	State Grant/Host Town
<b>Parks Total</b>	<b>177,000</b>	<b>215,000</b>	<b>175,000</b>	<b>220,000</b>	<b>195,000</b>	<b>195,000</b>	<b>1,177,000</b>
<b>Roads, Sidewalks, Bridges</b>							
Grid St. Rt 2 to Trader Lane Phase II & III	321,455	-	-	-	-	-	Developer contributions
Minor Transportation Improvements	20,000	20,000	20,000	20,000	20,000	20,000	Traffic Impact Fees
Impact Fees for Sidewalk Bond	15,710	15,710	15,710	15,710	15,710	15,710	Recreation Impact Fees
<b>Roads Etc. Total</b>	<b>357,165</b>	<b>35,710</b>	<b>35,710</b>	<b>35,710</b>	<b>35,710</b>	<b>35,710</b>	<b>535,715</b>
<b>Subtotal, Town</b>	<b>609,665</b>	<b>285,710</b>	<b>240,710</b>	<b>505,710</b>	<b>230,710</b>	<b>230,710</b>	<b>2,103,215</b>
<b>TOTAL HOST TOWN</b>	64,200	80,000	90,000	107,500	97,500	97,500	<b>536,700</b>
TOTAL GENERAL FUND BALANCE	84,400	20,000	25,000	-	-	-	<b>129,400</b>
TOTAL IMPACT FEES	129,610	120,710	95,710	133,210	133,210	133,210	<b>745,660</b>
TOTAL BOND	-	25,000	-	250,000	-	-	<b>275,000</b>
TOTAL STATE & OTHER	331,455	40,000	30,000	15,000	-	-	<b>416,455</b>
<b>GRAND TOTAL</b>	<b>609,665</b>	<b>285,710</b>	<b>240,710</b>	<b>505,710</b>	<b>230,710</b>	<b>230,710</b>	<b>2,103,215</b>

## **Fiscal Year 2018 Town Buildings Narrative**

### **Introduction**

The first priority concerning planning for the future is to maintain what currently exists. The second priority is to upgrade existing buildings to make them more energy efficient. Finally, we also have to plan for the future needs of the various departments which utilize the town buildings.

### **Current Facilities**

The Town currently owns 7 large building totally almost 90,000 square feet and ranging in age from 2 year to 184 years of age. The Town also owns several smaller buildings including several small garages, barns, sheds and the field house located in the Community Park.

### **Progress Report**

Over the past several years, much progress has been made on town buildings. A new fire station and a new police station were completed in 2007 along with a new roof on the Town Library completed in 2013. Energy audits on the Town Hall and Library were completed in 2009 and audits were completed in 2010 on the Town Hall Annex and Old Brick Church. Within the past several years, the Town Hall has received attic insulation, new lighting, a new heating system and a new ventilation/cooling system. The Town Hall Annex has received a new roof and new lighting. The Old Brick Church has received a new heating system and new insulation and sealing was completed as outlined in the energy audit.

A bond vote in March 2013 approved funding for a new public works facility. Construction started in the spring of 2014 and was completed towards the end of calendar year of 2014. The new building is located on Avenue A.

The existing 27-year old lift in the Town Hall which was installed when the building was renovated in 1988 was replaced in the fall of 2016. In addition, electric door openers were installed to ease access to the Town Hall.

Another project completed in the fall of 2016 was replacement of the Library courtyard surface. This area served as the main entrance to the Library. As part of this work drainage problems were fixed and the surface was replaced.

Included with this narrative are several charts and graphs showing both the electricity consumption on a per square foot basis for each building and natural gas (heating) consumption.

### **Future Projects and Needs**

There are several projects planned over the next six years:

- Town Hall (FY 18)  
The tower and belfry section of the Town Hall is in need of repairs and repainting.
- Library Carpet (FY 18)  
There is a need to replace the carpeting in the Library.
- Library Shelving  
New shelving is planned as part of the Library's reconfiguration of space.
- Building Emergency Repair Fund (FY 18)  
This past year we experienced several unanticipated problems at the library and several at the Fire Station. Fortunately, we have been able to handle these unexpected expenses within the operating budgets but as the buildings age, we can expect occasional repairs that may exceed our ability to fund the repairs through the operating budget. To cover this in the future, we have included a small building contingency fund.
- Community Center (FY19)  
The need for a town community center has been articulated in recent years, but the ability of the town to afford the construction and maintenance of such a facility has made it difficult to move this project forward. This budget proposal provides some funding in fiscal year 2019 for preliminary engineering. Before committing to this project, the need must be carefully re-assessed.
- Roof Replacements – Old Brick Church and Town Hall (FY 2021)  
The roofs on both buildings are showing signs of deterioration and beginning to fail. To replace slate roofs is very expensive and will require a bond vote.

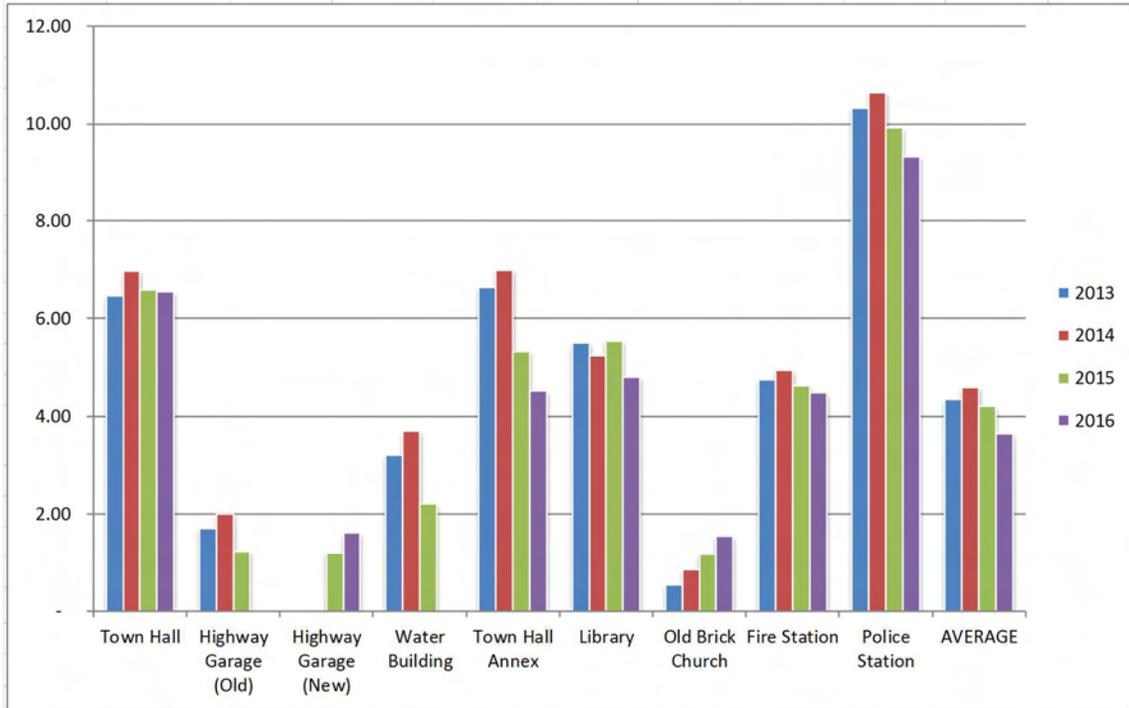
In the past, an energy use summary has been prepared to show use trends for major town buildings. This summary is presented on the next two pages of this narrative.

## Energy Use Summary

<b>Electricity</b>							
<b>Use (KWH)</b>		<b>KWH</b>	<b>KWH</b>	<b>KWH</b>	<b>KWH</b>		<b>%</b>
<b>Buildings</b>	<b>Square feet</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Change</b>	<b>Change</b>
Town Hall	6,010	38,808	41,920	39,560	39,400	(160)	-0.40%
Highway Garage (Old)	8,832	15,113	17,703	10,970	-	(10,970)	-100.00%
Highway Garage (New)	30,000	-	-	36,080	48,800	12,720	35.25%
Water Building	1,800	5,768	6,673	3,977	-	(3,977)	-100.00%
Town Hall Annex	4,962	32,930	34,673	26,465	22,480	(3,985)	-15.06%
Library	9,507	52,240	49,773	52,560	45,680	(6,880)	-13.09%
Old Brick Church	5,472	2,909	4,676	6,324	8,436	2,112	33.40%
Fire Station	22,000	104,558	108,760	101,799	98,884	(2,915)	-2.86%
Police Station	12,000	123,972	127,805	119,169	111,929	(7,240)	-6.08%
Average	11,176	41,811	43,554	44,100	41,734	(2,366)	-5.37%
Sum	100,583	376,298	391,983	396,904	375,609	(21,295)	-5.37%
<b>Natural Gas</b>							
<b>Use (CCF)</b>		<b>CCF</b>	<b>CCF</b>	<b>CCF</b>	<b>CCF</b>		<b>%</b>
<b>Buildings</b>	<b>Square feet</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Change</b>	<b>Change</b>
Town Hall	6,010	1,336	1,291	1,289	1,117	(172)	-13.34%
Highway Garage (Old)	8,832	3,726	5,079	3,200	-	(3,200)	-100.00%
Highway Garage (New)	30,000	-	-	290	223	(67)	-23.10%
Water Building	1,800	783	948	737	-	(737)	-100.00%
Town Hall Annex	4,962	1,435	1,651	1,878	1,580	(298)	-15.87%
Library	9,507	3,876	3,044	3,033	2,579	(454)	-14.97%
Old Brick Church	5,472	1,215	1,403	1,278	886	(392)	-30.67%
Fire Station	22,000	8,313	10,289	10,878	10,373	(505)	-4.64%
Police Station	12,000	4,040	4,599	4,266	2,932	(1,334)	-31.27%
Average	11,176	2,747	3,145	2,983	2,188	(795)	-26.66%
Sum	100,583	24,724	28,304	26,849	19,690	(7,159)	-26.66%

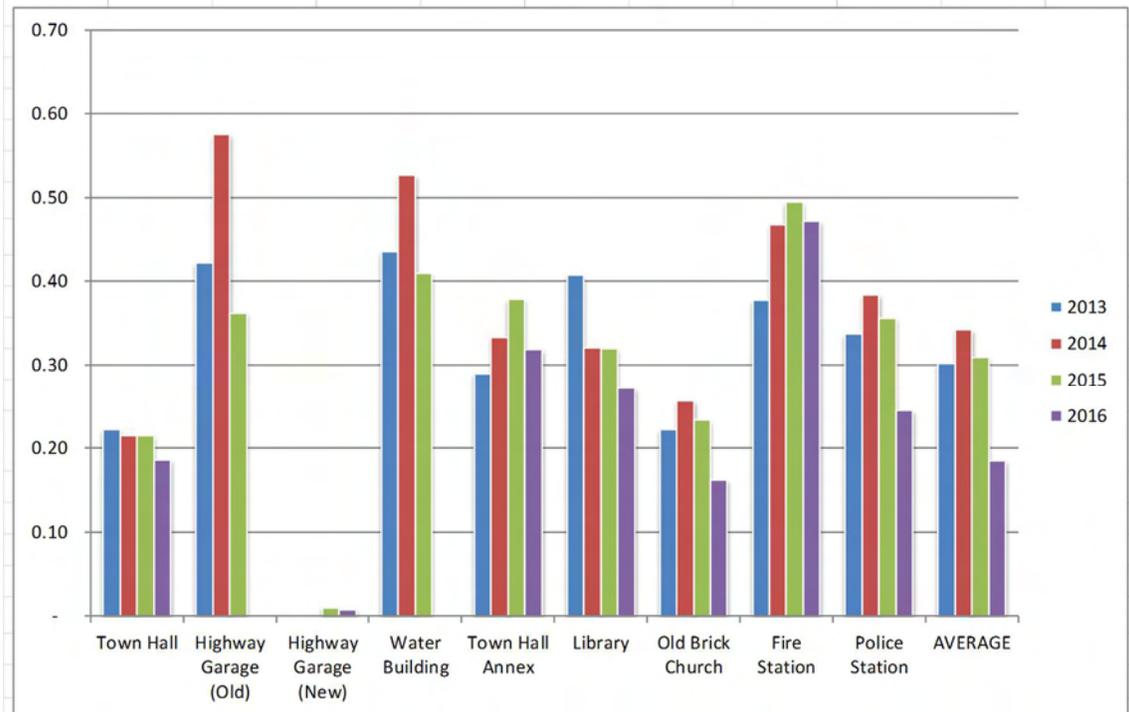
Electricity Consumption  
Four Year Comparison

Kwh/Sq Ft



Natural Gas Consumption  
Four Year Comparison

CCF/Sq Ft



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Tower & Belfry Old Brick Church	2. Department: Public Works
3. Prepared by:           Bruce K. Hoar	4. Date:       9/16/2016

5. Project Description (Background, purpose, objectives)

The project identified for this year is to do major renovation work to the Tower Section & Belfry. The amount below is based on an estimate for this work.

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	22,500						22,500

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	22,500						22,500
D. Equip Purchase							-
<b>Totals</b>	22,500	-	-	-	-	-	22,500

7. Operating Cost Change:           Reduced                            (please itemize on separate page)

8. Anticipated Useful Life:           50 years

9. Proposed Sources of Funding:

Proposed	Approved
22,500	22,500
22,500	22,500

Operating/Landfill Budget  
 Impact Fees  
 Sewer Operating Budget  
 Water Operating Budget  
 State Grant  
 Federal Grant  
 Special Reserve Funds (specify)  
 Other  
**Total**

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250

Army Corps    AOT    Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Old Brick Church/Town Hall Roof				2. Department: Public Works				
3. Prepared by:           Bruce K. Hoar				4. Date:     10/30/2016				
5. Project Description (Background, purpose, objectives)								
This is for the replacement of both the Town Hall and Old Brick Church Roof. The estimated cost for both structures is \$250,000. In preparation of replacing the roof on these buildings there has been discussion with two individuals with experience from both a structural prospective and a historic one. At least in the case of the Old Brick Church the existing Slate Roof is not original. The original roofing material was cedar shake shingles. This material is still present under the slate that is present now. One suggestion for replacement of this roof is a Standing Seam Metal Roof. This type of roofing has been accepted as a suitable replacement material for historic buildings that have had different type of roofing installed over the life of the building.								
<b>Manager Approved</b>		2018	2019	2020	2021	2022	2023	Total
					250,000			250,000
6. Project Costs & Schedule								
	Estimated Expenditures by Fiscal Year						Six Year	
	2018	2019	2020	2021	2022	2023	Total	
A. Planning & Eng							-	
B. Land & ROW								
C. Construction				250,000			250,000	
D. Equip Purchase								
Totals				250,000			250,000	
7. Operating Cost Change: <u>reduced</u> (please itemize on separate page)								
8. Anticipated Useful Life: <u>25+/- yrs</u>								
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>							
		Operating/Landfill Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
250,000	250,000	Other (Bond funds)						
250,000	250,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
_____ _____ _____								



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Library DVD Shelving	2. Department: Library
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3. Prepared by: Marti Fiske	4. Date: 9/15/2016
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5. Project Description (Background, purpose, objectives)  
 This shelving will replace the existing DVD shelving with lower units consisting of pull out drawers. This shelving will be more accessible, take up less floor space and gives a better line of sight into the adult reading room and the lawn. It will also increase capacity by 58% over the existing units.

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>			20,000				20,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase			20,000				20,000
<b>Totals</b>	-	-	20,000	-	-	-	20,000

7. Operating Cost Change: \_\_\_\_\_ (please itemize on separate page)

8. Anticipated Useful Life: 40+ years

9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
20,000	20,000	Host Town/General Fund					
		Impact Fees	DRB	HAAC	Act 250		
		Sewer Operating Budget					
		Water Operating Budget	Army Corps	AOT	Stormwater		
		State Grant					
		Federal Grant	Other: _____				
		Special Reserve Funds (specify)					
		Other (donations)					
20,000	20,000	<b>Total</b>					

11. Identify appropriate Town Plan Goal or Objective:  
Part of space reconfiguration project to improve space use and delay building expansion.



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

<b>1. Project Title:</b> <b>Building Contingency Fund</b>		<b>2. Department:</b> <b>Various</b>					
<b>3. Prepared by:</b> Jennifer Kennelly		<b>4. Date:</b> 9/28/2016					
<b>5. Project Description:</b> Creating a fund to use in the event of unforeseen/unplanned failure within an Town buildings. As our buildings age, this fund will be used to replace items such as boilers, HVAC systems, hot water heaters, windows,etc... This fund is not intended to take the place of proper planning for replacement and upgrading of facilities. It is intended to avoid making costly repairs when replacement is a more fiscally responsible choice. As funds are used this account will be funded to meet the minimum balance of \$30,000.  <b>Fund Balance- \$0</b>							
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	10,000	10,000	10,000				30,000
<b>6. Project Costs &amp; Schedule</b>	<b>Estimated Expenditures by Fiscal Year</b>						
	2018	2019	2020	2021	2022	2023	Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	10,000	10,000	10,000				30,000
D. Equip Purchase							-
<b>Totals</b>	10,000	10,000	10,000	-	-	-	30,000
<b>7. Operating Cost Change:</b>	<u>n/a</u>		(please itemize on separate page)				
<b>8. Anticipated Useful Life:</b>	<u>various</u>						
<b>9. Proposed Sources of Funding:</b>				<b>10. Is approval or review required by other governmental agencies? (please circle)</b>			
<u>Proposed</u>	<u>Approved</u>						
30,000	30,000	Host Town/General Fund					
		Impact Fees		DRB	HAAC	Act 250	
		Sewer Operating Budget					
		Water Operating Budget		Army Corps	AOT	Stormwater	
		State Grant					
		Federal Grant		Other: _____			
		Special Reserve Funds (specify)					
		Other					
30,000	30,000	<b>Total</b>					
<b>11. Identify appropriate Town Plan Goal or Objective:</b>							
_____ _____ _____							

## **Roads, Sidewalks, Bridges Narrative**

### **Introduction:**

The town maintains a system of roads and bridges to facilitate the movement of goods, services, and people around the community safely. In addition, the town maintains a system of sidewalks, multi-use and/or bikepaths. These are designed for recreational use but are also as part of a multi-faceted transportation network.

### **Current Facilities:**

The Town currently maintains 73 miles of roads, 32 miles of sidewalk (19 are concrete and 12 asphalt). Of the 32 miles of sidewalk & path, the town plows 10.62 miles of sidewalk during the winter months. There are 15 bridges (10 vehicular and 5 pedestrian) 318 culverts and 1338 signs. New roads are typically added as part of new development and paid for by developers. New sidewalks sometimes are added and paid for by developers when new development occurs. In addition, the Town passed a bond issue in 2004 to pay for additional sections of sidewalk. The last section identified for construction was completed in FY16. In recent years, the town has added a number of sections using this funding in combination with state and federal grants. A complete accounting of the bond issue funding is outlined in the attached table.

### **Progress Report:**

The following projects have been completed over the past year or two to enhance the safety and accessibility of the town's transportation network:

- Various studies are underway that are a result of the now defunct Circ Highway. These studies will look at what improvements can be made at various locations to help with all forms of transportation.
- Two pedestrian locations have received upgrades with the addition of Rectangular Rapid Flash Beacons. A third location is in the process of being completed.
- All vehicular bridges are inspected every other year by the state and repairs are undertaken as needed. The Industrial Avenue Bridge Deck will be refurbished in the spring of 2017.
- A failed culvert was replaced on Talcott Road. This culvert failed unexpectedly during the late winter of 15 -16 and was replaced with a slightly larger one. A grant from the State Town Highway Emergency funding program was received to help mitigate the cost to the town.
- We continue to look at Town Highway paving projects to see if they can be modified for better Pedestrian and Bike access.
- Harvest Lane Sidewalk Extension was constructed in FY 16. This was a missing section between Marshall Avenue and Natural Provisions.
- The Bikepath and Bridge section along Route 2A and through the Meadow Run property along Route 2A was completed. This will connect to the Essex Alliance Church path once it is completed.

### **Future Projects and Needs:**

The following projects are planned over the next five years to improve and maintain the roads, bridges and sidewalks over the next five years.

- Blair Park sidewalk study completed. Working on grants to construct.
- Route 2A missing sidewalk section. This is a section missing in front of the Bank North property(FY 17)
- Town share of Williston Road water main replacement (FY 2018)
- Construct grid Street from Route 2 to Trader Lane (FY 2017 & 2020)
- Industrial Avenue Bridge deck repairs – (FY 2017)

### Sidewalk Project Summary

Project	Schedule	Local Share	Total Cost
<b><u>Completed Projects</u></b>			
North Williston Road	Completed 2008	336,748	336,748
Mountain View Road	Completed 2009	255,261	255,261
Route 2A (Taft Corners north)	Completed 2009	87,541	87,541
Route 2 (Taft Corners to North Brownell)	Completed 2010	600,941	600,941
Route 2A (James Brown Dr to Essex)	Completed 2012	150,177	729,065
Old Stage Road (Wildflower Circle to Mountainview)	Completed 2013	159,601	179,602
South Brownell from Williston Rd south 275 feet	Completed 2014	28,657	143,285
Route 2A (Knight Lane to Flag Shop)	Completed 2015	41,364	61,714
Route 2A (Beaudry Lane to Meadow Run)	Completed 2016	100,957	502,288
Harvest Lane	Completed 2016	29,611	148,055
		1,790,858	3,044,500
<b><u>Construction Phase</u></b>			
Route 2A (Bank North)	Estimate 2017	29,222	146,108
<b><u>Town Funds Authorized</u></b>			
Bond vote	2,600,000		
Sidewalk Savings, Host Town Fund	515,449		
Grants	1,370,528		
Recreation Impact Fees	16,991		
Interest, Sidewalk fund	202,363		
Total Revenue	4,705,331		
<b>Total Expenses</b>	3,219,830		
<b>Balances:</b>			
Bond Fund	332,427		
Bond to be borrowed	1,000,000		
Recreation Impact fees allocated to sidewalks	63,574		
Host Town fund	89,500		
Total	1,485,501		



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Minor Transportation Improvements  
 2. Department: Public Works

3. Prepared by: Bruce K. Hoar  
 4. Date: 9/21/2016

5. Project Description (Background, purpose, objectives)

Creates a fund to continuously fund minor transportation upgrades utilizing transportation impact fees. Projects such as but limited to: traffic calming measures, traffic engineering studies, pedestrian enhancements, emergency backup power at signalized intersection. Previously funded projects:  
 Turn Lane Talcott Road RRFB at Old Stage & N. Williston Road  
 Back-up Power Supply Taft Corners Ped Crossing @ Marshall Ave & South Brownell  
 Traffic Study Brennan Woods Traffic & Pedestrian Study - Old Stage Road  
 Blair Park Traffic Study New 2015 RRFB's Williston Road & Industrial Ave

<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	20,000	20,000	20,000	20,000	20,000	20,000	120,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	40,000	40,000	40,000	40,000	40,000	40,000	240,000
D. Equip Purchase							-
<b>Totals</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>240,000</b>

7. Operating Cost Change: N/A (please itemize on separate page)

8. Anticipated Useful Life: N/A

9. Proposed Sources of Funding:

Proposed	Approved
240,000	240,000
240,000	240,000

Operating/Landfill Budget  
 Impact Fees  
 Sewer Operating Budget  
 Water Operating Budget  
 State Grant  
 Federal Grant  
 Special Reserve Funds (specify)  
 Other  
 Total

10. Is approval or review required by other governmental agencies? (please circle)

DRB HAAC Act 250  
 Army Corps AOT Stormwater  
 Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Sidewalk Impact Fees	2. Department: Public Works/Recreation
3. Prepared by:           Bruce K. Hoar	4. Date:       9/29/2016
5. Project Description (Background, purpose, objectives)	
Part of the funding design for the sidewalk project was as annual subsidy of the bond payment by the recreation impact fees.	

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	15,710	15,710	15,710	15,710	15,710	15,710	94,260

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng	15,710	15,710	15,710	15,710	15,710	15,710	94,260
B. Land & ROW							
C. Construction							
D. Equip Purchase							
<b>Totals</b>							

7. Operating Cost Change: \_\_\_\_\_ (please itemize on separate page)

8. Anticipated Useful Life: \_\_\_\_\_

9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)
<u>Proposed</u>	<u>Approved</u>	
	94,260	
94,260		
94,260	94,260	

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Parks Narrative FY 2018**

### **Introduction:**

The capital budget serves as a plan to maintain, replace, improve and add new facilities and amenities to accommodate the continued use and needs of the community as the population grows.

### **Current Parks & Natural Areas:**

There are a series of parks and natural areas within the community that are designed to serve active and passive recreational activities.

Presently there are four parks owned and maintained by the town:

- Rossignol Park, Brennan Park, Williston Community Park and Allen Brook Community Park.

There are six natural areas owned and maintained by the town and one as part of a Recreation District that the town shares responsibility for.

- Mud Pond Conservation Area, Mud Pond Country Park, Five Tree Hill Country Park, Allen Brook Nature Trail, Brownell Mountain Conservation Area, Sucker Brook Hollow Country Park.
- Lake Iroquois Natural Area- owned and maintained by the Lake Iroquois Recreation District, composed of the towns of Hinesburg, Richmond, St. George and Williston.

### **Progress Report**

- Allen Brook Community Park:  
Relocation of the Rec. Path was completed in summer FY 2017.
- Rossignol Park:  
Replacement of the ball field fencing is scheduled for November FY 2017.
- Allen Brook Nature Trail  
Reconstruction and relocation of the Allen Brook Nature Trail footbridge was completed in summer FY 2017
- Mud Pond Conservation Area
  - Renovation of the ~200ft boardwalk was completed in summer FY 2017
  - Management plan update is scheduled for summer/fall FY 2018
- Mud Pond Country Park
  - Management plan update is scheduled for fall FY 2017

- Trail improvements are planned for summer FY 2018
- Lake Iroquois Natural Area
  - Trail improvements including replacement of footbridge decking was completed in summer FY 2017
  - New wayfinding signage is planned for fall/winter FY 2017
  - Management plan update is scheduled for summer/fall FY 2018

### **Future Projects and Needs**

The following projects are planned for the future to improve and maintain the town parks. The order may be subject to change should the needs of the community change or grant funding opportunities arise.

- Allen Brook Park:
  - Phase 3 of the project- expand parking, construct basketball and tennis courts with lights and a ball field with lights.
- Brennan Park:
  - Expand the current playground to add climbing elements for ages 5-12 and border the playground area in FY 2018.
- Rossignol Park:
  - Add a picnic shelter in FY 2018.
  - ADA access, parking and improvements in FY 2019.
- Allen Brook Nature Trail
  - Construction of trail connections to Pleasant Acres and Heritage Meadows residential developments in FY 2018.
  - Renovation of the 150ft boardwalk/bridge at trail's entrance, including re-leveling of structure and shoring up foundation posts, replacement of bridge decking and installation of guard rail, planned for FY 2019.
- Mud Pond Conservation Area
  - Construction of new parking lot to serve west side of the conservation area accessed by Circumferential Trail, as well as Mud Pond Country Park, planned for FY 2019-2020.
  - Construction of last remaining section of Circumferential Trail along South Rd, planned for FY 2020.
- Brownell Mountain Conservation Area
  - Development of trailhead parking area and primitive trail in FY 2020-2021.

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: **Rossignol Park** 2. Department: **Recreation & Parks**

3. Prepared by: T. Goodwin 4. Date: 9/28/2016

**5. Project Description:**

The facilities at Rossignol Park were in need of a significant overhaul. The long range plan for Rossignol Park is to replace and upgrade the various facilities in a phased manner. The town has been setting aside money each year in the capital budget for the last several years to address the

1. Reconstruct the tennis courts/replace the fencing- **Completed**
2. Replace the existing play structure- **Completed**
3. Reconstruct the basketball court- **Completed**
4. Rehabilitate baseball field & replace fence- FY '17
5. Add a picnic shelter- FY '18
6. Handicap accessibility of park- FY '19

**Fund Balance- \$114,781**

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	25,000	25,000		-	-	-	50,000

6. Project Costs & Schedule	<b>Estimated Expenditures by Fiscal Year</b>						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	25,000	25,000		-	-	-	50,000
D. Equip Purchase							-
<b>Totals</b>	25,000	25,000	-	-	-	-	50,000

7. Operating Cost Change: n/a (please itemize on separate page)

8. Anticipated Useful Life: 25 years

9. Proposed Sources of Funding:

Proposed	Approved	
		Host Town/General Fund
50,000	50,000	Impact Fees
		Sewer Operating Budget
		Water Operating Budget
		State Grant
		Federal Grant
		Special Reserve Funds (specify)
		Other
50,000	50,000	<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250  
 Army Corps      AOT      Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <b>Allen Brook Community Park</b>	2. Department: <b>Recreation &amp; Parks</b>
3. Prepared by: T. Goodwin	4. Date: 9/28/2016

**5. Project Description:**

Construction of the Allen Brook Community Park is to be constructed in phases. The attached cash flow chart shows the potential phasing of the project. Phases will be constructed as funds become available through impact fees and capital funds.

1. Two multi-use fields- **Completed**
2. Irrigation on the multi-purpose fields- **Completed**
3. Relocation of the Bike Path- **Completed**
4. Phase 3- Expand Parking, Basketball & Tennis Courts w/lights, Ball Field w/lights.

**Fund Balance- \$52,763**

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	104,000	120,000	120,000	195,000	195,000	195,000	929,000

6. Project Costs & Schedule	<b>Estimated Expenditures by Fiscal Year</b>						
	2018	2019	2020	2021	2022	2023	Six Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	104,000	120,000	120,000	195,000	195,000	195,000	929,000
D. Equip Purchase							-
<b>Totals</b>	104,000	120,000	120,000	195,000	195,000	195,000	929,000

7. Operating Cost Change: n/a (please itemize on separate page)

8. Anticipated Useful Life: 25 years

9. Proposed Sources of Funding:

Proposed	Approved	
464,500	464,500	Host Town/General Fund
464,500	464,500	Impact Fees
		Sewer Operating Budget
		Water Operating Budget
		State Grant
		Federal Grant
		Special Reserve Funds (specify)
		Other
929,000	929,000	<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250

Army Corps      AOT      Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <b>Brennan Park</b>	2. Department: <b>Recreation &amp; Parks</b>
3. Prepared by: T. Goodwin	4. Date: 9/28/2016
<b>5. Project Description:</b> Add playground climbing elements for 5-12 yrs. olds at park. Currently only a playground structure for 2-5 yrs. olds and swings. Also, border the entire area and add surfacing in new area.  <p align="center"><b>Fund Balance- \$22,581</b></p>	

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	18,000						18,000

<b>6. Project Costs &amp; Schedule</b>	<b>Estimated Expenditures by Fiscal Year</b>						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	18,000			-	-	-	18,000
D. Equip Purchase							-
<b>Totals</b>	18,000	-	-	-	-	-	18,000

7. Operating Cost Change: n/a (please itemize on separate page)

8. Anticipated Useful Life: 30 years

9. Proposed Sources of Funding:

Proposed	Approved	
		Host Town/General Fund
16,987	16,987	Impact Fees
		Sewer Operating Budget
		Water Operating Budget
		State Grant
		Federal Grant
		Special Reserve Funds (specify)
1,013	1,013	Other - prior year approval
18,000	18,000	<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250

Army Corps      AOT      Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018 - 2023

1. Project Title: Allen Brook Nature Trail - Chatham Woods 2. Department: Planning & Zoning

3. Prepared by: Melinda Scott

4. Date: 10/1/2016

5. Project Description (Background, purpose, objectives)

The objective is to connect the popular Allen Brook Nature Trail to nearby neighborhoods in the village, expanding opportunities for passive recreation in nature. The Allen Brook Nature Trail has already been extended north to Michael Lane; this project would establish a trail connection to the Pleasant Acres and Heritage Meadows developments. The WCC has developed a preliminary design and secured all but one easement necessary for the proposed trail, and hopes to secure the remaining trail easement by January 2017. The WCC plans to use funds in their operating budget to complete a final design for the trail and obtain all necessary permits by Spring 2017. The WCC will apply for a Recreation Trails Grant to partially fund the project. Trail construction is planned for Summer 2017.

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	20,000						

6. Project Costs & Schedule	<b>Estimated Expenditures by Fiscal Year</b>						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							
B. Land & ROW							
C. Construction	20,000						
D. Equip Purchase	-						0
<b>Totals</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

7. Operating Cost Change: routine maintenance (please itemize on separate page)

8. Anticipated Useful Life: 20+ years

9. Proposed Sources of Funding:

Proposed	Approved
10,000	10,000
10,000	10,000
20,000	20,000

General/Host Town Fund  
 Impact Fees  
 Sewer Operating Fund  
 Water Operating Fund  
 State Grant  
 Federal Grant  
 Special Reserve Funds (specify)  
 Other  
 Total

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250  
 Army Corps      AOT      Stormwater

Other: DEC Wetlands, River Mgmt Program

11. Identify appropriate Town Plan Goal or Objective:

Town Plan Section Section 8.5.2 Expand the Trail System

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018 - 2023

1. Project Title: MPCP/MPCA Parking + MPCA Footbridge    2. Department: Planning & Zoning

3. Prepared by: Melinda Scott

4. Date: 10/1/2016

5. Project Description (Background, purpose, objectives)

The objective is to construct a 20-car parking lot to service both the Mud Pond Circumferential Trail, which leads to a scenic boardwalk on the west side of Mud Pond, and the Mud Pond Country Park. The existing trailhead on Mud Pond Rd was intended to serve both the Mud Pond Conservation Area (MPCA) and Mud Pond Country Park (MPCP). However due to the increasing popularity of the MPCP (a popular mountain bikers destination) the existing parking lot is not sufficient to service the many users of MPCP, leading to conflicts with nearby residents. The WCC received a Recreation Trails Grant in 2015 to fund a new parking lot; however, the location originally conceived for the proposed parking lot was determined to be unfeasible and the grant was rescinded. The proposed alternate location is on the west side of South Road just north of the MPCA boundary. This location will probably involve land or easement acquisition, for which ERF funding could be used. Preliminary project scoping - including landowner outreach and communication with Vermont DEC - can begin now and will be done utilizing

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	10,000	25,000	25,000				60,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng	5,000						5,000
B. Land & ROW	5,000						5,000
C. Construction		25,000	25,000				50,000
D. Equip Purchase	-						-
<b>Totals</b>	10,000		25,000	-	-	-	60,000

7. Operating Cost Change:            routine maintenance            (please itemize on separate page)

8. Anticipated Useful Life:            30+ years

9. Proposed Sources of Funding:

	Proposed	Approved	
			General/Host Town Fund
			Impact Fees
			Sewer Operating Fund
			Water Operating Fund
20,000	20,000		State Grant
			Federal Grant
5,000	5,000		Special Reserve Funds (ERF)
35,000	35,000		Other - current funds & reserves
60,000	60,000		<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250  
 Army Corps      AOT      Stormwater

Other: DEC, Wetlands and River Management Division

11. Identify appropriate Town Plan Goal or Objective:

Town Plan Section 8.5.1 Maintain Existing Trails and 8.5.2 Expand the Trail System

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018 - 2023

1. Project Title: Brownell Mountain Trailhead	2. Department: Planning & Zoning																																											
3. Prepared by: Melinda Scott	4. Date: 10/1/16																																											
5. Project Description (Background, purpose, objectives)																																												
<p>The project objective is to engineer, permit, and construct an 8-10 car parking area and public primitive trail on the town-owned property of Brownell Mountain. Phase I includes scoping, permitting and designing the parking lot and defining the location of the trail. Phase II entails constructing the trail. Phase III includes constructing the parking area. It is anticipated that up to half of the total project cost will come from the Vermont Recreational Trails Grant program. The initial \$5,000 in engineering costs must come from the town's general fund, since most grants only cover construction costs. Land acquisition and/or easement costs could form the ERF. The trailhead may involve land or easement acquisition, for which ERF funding could be used. Preliminary project scoping - including landowner outreach, communication with Vermont DEC - can begin now and will be done utilizing staff time and the assistance of the WVPD at no cost.</p>																																												
<b>Manager Approved</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 12.5%;">2018</th> <th style="width: 12.5%;">2019</th> <th style="width: 12.5%;">2020</th> <th style="width: 12.5%;">2021</th> <th style="width: 12.5%;">2022</th> <th style="width: 12.5%;">2023</th> <th style="width: 12.5%;">Total</th> </tr> <tr> <td></td> <td style="text-align: center;">10,000</td> <td style="text-align: center;">25,000</td> <td style="text-align: center;">25,000</td> <td></td> <td></td> <td style="text-align: center;">60,000</td> </tr> </table>	2018	2019	2020	2021	2022	2023	Total		10,000	25,000	25,000			60,000																													
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2018	2019	2020	2021	2022	2023	Total																																						
A. Planning & Eng	5,000					5,000																																						
B. Land & ROW	5,000					5,000																																						
C. Construction		25,000	25,000			50,000																																						
D. Equip Purchase	-					-																																						
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60,000	60,000	<b>Total</b>																																										
11. Identify appropriate Town Plan Goal or Objective:																																												
<u>Town Plan Section 8.4.2 Develop Additional Country Parks,</u> <u>Section 8.5.2 Expand the Trail System</u>																																												

## **Fiscal Year 2018 Equipment Fund Proposals**

1. Why have an Equipment Fund?

The goal of the fund is to provide for regular replacement of equipment in a fiscally responsible manner and to provide for the safety of the employees and the public.

2. How does the Equipment Fund work?

After a vehicle or piece of equipment has been purchased, an estimate is prepared as to the replacement cost and life of the equipment. The replacement cost is then divided by the anticipated life and that amount is budgeted each year so that by the time the vehicle or equipment wears out, there will be sufficient funds set aside to replace it. For example, if the replacement cost is \$50,000 with an anticipated life of 10 years, \$5,000 ( $\$50,000/10$ ) will be budgeted each year for its replacement. For any vehicle or major equipment that is an addition to, rather than a replacement of, an existing vehicle or piece of equipment, funds are budgeted in the Capital budget rather than the equipment fund. The year after a new vehicle or piece of equipment is purchased funds are included in the Equipment fund to replace it as described above.

3. What types of expenses are included in the Equipment Fund?

To be included in this fund, the proposed expense must be for a piece of machinery, vehicle or major equipment with a value in excess of \$5,000. For the most part these “projects” represent recurring expenses. Examples include:

- Vehicles including dump trucks, police cruisers and pickup trucks;
- Major technology purchases such as file servers and telephone systems;
- Specialized maintenance equipment including excavators, backhoes, and specialized mowers; and
- Other specialized equipment such as major communications equipment, and rescue or fire equipment.

4. How is the Equipment budget prepared each year?

In September and October of each year, all town department heads are asked to survey the condition of each vehicle and major piece of equipment and assess how well the current inventory is meeting the needs of the community. For each identified need, a detailed project proposal form has been completed and is included in the budget presentation.

The projects in this section of the document are categorized by the type of improvement as follows:

- Maintenance Vehicles and Equipment;
- Public Safety Vehicles and Equipment;
- Technology;
- Other Expenses

**EQUIPMENT FUND NEEDS BY CATEGORY BY YEAR**  
**Town of Williston**  
**Six Year Capital Budget and Program**  
**FY 2018 - FY 2023, as of November 14, 2016**

<b>Department/Project</b>	<b>FY 18</b>	<b>FY 19</b>	<b>FY 20</b>	<b>FY 21</b>	<b>FY 22</b>	<b>FY 23</b>	<b>Total</b>
<b>Maintenance Vehicles &amp; Equipment</b>							
Truck/Equipment	135,000	135,000	136,000	136,000	136,000	136,000	Host Town/Operating
TRADE INS	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	Host Town/Operating
Large Highway Truck (NEW)	160,000						General Fund Balance
Large Highway Equipmt Savings Fund	31,095	31,095	31,095	31,095	31,095	31,095	Host Town/Operating
Highway Pickup Trucks (Replacements)	11,494	11,494	11,494	11,494	11,494	11,494	Host Town/Operating
New Sidewalk Plow			130,000				General Fund Balance
Hot Box	9,000						General Fund Balance
Grounds Mower Savings Fund	5,450	5,450	2,338	2,338	2,338	2,338	Host Town/Operating
Recreation Pickup Replacement	2,815	2,815	2,815	2,815	2,815	2,815	Host Town/Operating
Parks Lawn Mowers Savings Fund	5,450	5,450	5,450	5,450	5,450	5,450	Host Town/Operating
<b>Total Maintenance</b>	<b>335,304</b>	<b>166,304</b>	<b>294,192</b>	<b>164,192</b>	<b>164,192</b>	<b>164,192</b>	<b>1,288,376</b>
<b>Public Safety Vehicles &amp; Equipment</b>							
Chief's Vehicle	6,300	6,300	6,300	6,300	6,300	6,300	Host Town/Operating
Cruisers & Detective Vehicles	92,900	92,900	92,900	92,900	92,900	92,900	Host Town/Operating
New Cruiser	19,800	19,800	18,800	18,800	18,800	18,800	Host Town/Operating
Technology	5,500	5,500	5,500	5,500	5,500	5,500	Host Town/Operating
Traffic Safety Equipment	8,500	8,500	8,500	8,500	8,500	8,500	Host Town/Operating
4x4 Fire Vehicle Savings	14,900	14,900	14,900	14,900	14,900	14,900	Host Town/Operating
Brush Truck Savings	6,500	6,500	6,500	6,500	6,500	6,500	Host Town/Operating
Defibrillator (Replacement)	8,125	8,125	8,125	8,125	8,125	8,125	Host Town/Operating
Hydraulic Tools	18,000	24,000	26,000	28,000	14,000	8,000	Host Town/Operating
Fire File Server/Technology	6,000	6,000	5,000	4,400	4,400	4,400	Host Town/Operating
Portable Radios Replacement	25,000	25,000	25,000	12,000	12,000	12,000	Host Town/Operating
SCBA Compressor	25,000						General Fund Balance
SCBA Compressor Replacement		5,000	5,000	5,000	5,000	5,000	Host Town/Operating
SCBA Equipment	36,000	36,000	20,000	20,000	20,000	20,000	Host Town/Operating
Ambulance Stretchers	5,000	5,000	5,000	5,000	5,000	5,000	Host Town/Operating
Ambulance	245,000	-			255,000		Lease
Fire Truck		-			-	800,000	Bond
Boiler Replacement							Host Town/Operating
Epoxy Floors	10,000	20,000	20,000				Host Town/Operating
Generator							Host Town/Operating
HVAC							Host Town/Operating
Sewer Pump Replacement	7,510						General Fund Balance
Paving					36,000		General Fund Balance
<b>Total Public Safety</b>	<b>540,035</b>	<b>283,525</b>	<b>267,525</b>	<b>235,925</b>	<b>512,925</b>	<b>1,015,925</b>	<b>2,855,860</b>
<b>Other</b>							
Bookmobile	7,500	7,500	7,500	7,500	7,500	7,500	Host Town/Operating
Town Hall File Server	7,000	7,000					Host Town/Operating
<b>Total Other</b>	<b>14,500</b>	<b>14,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>59,000</b>
<b>TOTAL VEHICLES &amp; EQUIPMENT</b>	<b>889,839</b>	<b>464,329</b>	<b>569,217</b>	<b>407,617</b>	<b>684,617</b>	<b>1,187,617</b>	<b>4,203,236</b>
<b>TOTAL HOST TOWN/Operating</b>	<b>443,329</b>	<b>464,329</b>	<b>439,217</b>	<b>407,617</b>	<b>393,617</b>	<b>387,617</b>	<b>2,535,726</b>
<b>TOTAL GENERAL FUND BALANCE</b>	<b>201,510</b>	<b>-</b>	<b>130,000</b>	<b>-</b>	<b>36,000</b>	<b>-</b>	<b>367,510</b>
<b>TOTAL BOND or LEASE</b>	<b>245,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>255,000</b>	<b>800,000</b>	<b>1,300,000</b>
<b>TOTAL SPECIAL, GRANTS, OTHER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>889,839</b>	<b>464,329</b>	<b>569,217</b>	<b>407,617</b>	<b>684,617</b>	<b>1,187,617</b>	<b>4,203,236</b>

1. Project Title: Large Highway Truck Rotational  
 2. Department: Public Works

3. Prepared by: Bruce K. Hoar  
 4. Date: 9/11/2016

5. Project Description (Background, purpose, objectives):  
 Replacement of large highway trucks. These vehicles are replaced on a 7 year cycles. Truck replacement under this schedule is required to prevent delays in performing winter maintenance operations and keep service at existing levels.  
 Trade-in values of \$25,000 per vehicle will reduce total cost.

<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	135,000	135,000	136,000	136,000	136,000	136,000	814,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	135,000	135,000	136,000	136,000	136,000	136,000	814,000
Totals	135,000	135,000	136,000	136,000	136,000	136,000	814,000

7. Operating Cost Change: Reduced (please itemize on separate page)

8. Anticipated Useful Life: 7 years

9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)			
<u>Proposed</u>	<u>Approved</u>				
939,000	939,000	Operating/Host Town Budget			
		Impact Fees	DRB	HAAC	Act 250
		Sewer Operating Budget			
		Water Operating Budget	Army Corps	AOT	Stormwater
		State Grant			
		Federal Grant	Other: _____		
		Special Reserve Funds (specify)			
-125,000	-125,000	Other(Trade Ins)			
814,000	814,000	Total			

11. Identify appropriate Town Plan Goal or Objective:  
 \_\_\_\_\_  
 \_\_\_\_\_  
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**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Large Highway Equipment-Savings Fund (Replacements)		2. Department: Public Works					
3. Prepared by: Bruce K. Hoar			4. Date: 9/12/2016				
5. Project Description (Background, purpose, objectives) The purpose of this item is to create a sinking fund for future purchases of large highway maintenance equipment. Typically these items are too large to fit in the operating budget in a given year, yet too small to bond for. Current vehicles identified for funding from the sinking fund are: Current amount in fund is \$102,430.50							
		<u>Cost</u>	<u>Trade</u>	<u>Net</u>	<u>Life</u>	<u>Savings</u>	
FY 2024	JD Loader Replacement	\$120,000	(\$15,000)	\$105,000	10	\$10,500	
FY 2024	Brush Hog	\$7,000	(\$500)	\$6,500	10	\$650	
FY 2026	Rplcmnt-Holder Sidewalk Plow	\$120,350	(\$10,000)	\$110,350	10	\$11,035	
FY 2018	Backhoe (Town Portion)	\$30,000		\$30,000	15	\$2,000	
FY 2020	Highway Excavator	\$200,000	(\$57,000)	\$143,000	12	\$11,917	
FY 2021	Air Compressor	\$59,000		\$59,000	15	\$4,000	
FY 2030	Grader	\$60,000	(\$8,000)	\$52,000	20	\$2,600	
	Annual/Payment			\$505,850		\$42,702	
	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	31,095	31,095	31,095	31,095	31,095	31,095	186,570
6. Project Costs & Schedule							
	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	31,095	31,095	31,095	31,095	31,095	31,095	186,570
Totals	31,095	31,095	31,095	31,095	31,095	31,095	186,570
7. Operating Cost Change: <u>Reduced</u> (please itemize on separate page)							
8. Anticipated Useful Life: <u>Varied</u>							
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)			
<u>Proposed</u>	<u>Approved</u>						
243,570	243,570	Host Town/General Fund					
				DRB	HAAC	Act 250	
		Sewer Operating Budget					
				Army Corps	AOT	Stormwater	
		Water Operating Budget					
		State Grant					
		Federal Grant					
		Special Reserve Funds (specify)					
		Other: _____					
		Sinking Fund					
-57,000	-57,000	Other (Trade)					
186,570	186,570	Total					
11. Identify appropriate Town Plan Goal or Objective:							
_____							
_____							
_____							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Highway Pickup Replacement		2. Department: Public Works				
3. Prepared by: Bruce K. Hoar		4. Date: 9/14/2016				
5. Project Description (Background, purpose, objectives) Replacement schedule and a sinking fund for vehicle replacements: Amount in fund is \$23,038						
	<u>Cost</u>	<u>Year</u>	<u>Salvage</u>	<u>Net</u>	<u>Life</u>	<u>Per Year</u>
2015 K-2500 Highway/Plow	\$33,000	2022	\$4,000	\$29,000	7	\$4,714
2014 1 Ton Dump	\$38,000	2021	\$12,000	\$26,000	7	\$5,429
2015 Chevy Silverado	\$27,000	2021	\$4,000	\$23,000	7	\$3,857
	\$98,000			\$78,000		\$14,000

<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	11,494	11,494	11,494	11,494	11,494	11,494	68,964

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	11,494	11,494	11,494	11,494	11,494	11,494	68,964
Totals	11,494	11,494	11,494	11,494	11,494	11,494	68,964

7. Operating Cost Change: N/A (please itemize on separate page)

8. Anticipated Useful Life: 7 years

9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)		
<u>Proposed</u>	<u>Approved</u>			
88,964	88,964	Operating/Host Town Budget		
		Impact Fees	DRB	HAAC
		Sewer Operating Budget		Act 250
		Water Operating Budget	Army Corps	AOT
		State Grant		Stormwater
		Federal Grant	Other: _____	
		Special Reserve Funds (specify)		
-20,000	-20,000	Other		
68,964	68,964	Total		

11. Identify appropriate Town Plan Goal or Objective:

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**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: 2nd Sidewalk Plow New Purchase		2. Department: Public Works					
3. Prepared by: Bruce K. Hoar		4. Date: 9/14/2016					
5. Project Description (Background, purpose, objectives)							
<div style="border: 1px solid black; padding: 5px;">                 Add second sidewalk plow to keep pace with the demand to have sidewalks maintained on a year round basis. The second unit will ensure all walks are plowed within 24 hours of a event. Sidewalk plows are replaced on a ten year cycle.             </div>							
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
			130,000				130,000
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	65,000	65,000					130,000
<b>Totals</b>	<b>65,000</b>	<b>65,000</b>	-	-	-	-	<b>130,000</b>
7. Operating Cost Change:		<u>Added</u>		(please itemize on separate page)			
8. Anticipated Useful Life:		<u>7 years</u>					
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)			
<u>Proposed</u>	<u>Approved</u>						
130,000	130,000	Operating/Host Town Budget					
		Impact Fees		DRB	HAAC	Act 250	
		Sewer Operating Budget					
		Water Operating Budget		Army Corps	AOT	Stormwater	
		State Grant					
		Federal Grant		Other: _____			
		Special Reserve Funds (specify)					
		Other					
130,000	130,000	<b>Total</b>					
11. Identify appropriate Town Plan Goal or Objective:							
_____ _____ _____							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Hot Box		2. Department: Public Works						
3. Prepared by: Bruce K. Hoar			4. Date: 10/7/2016					
5. Project Description (Background, purpose, objectives)								
This would be a new piece of equipment that would be used mostly in the winter for pothole repairs. This box would keep asphalt warmer for a longer period and allow us to get more work completed and have less wasted material and time.								
<b>Manager Approved</b>		2018	2019	2020	2021	2022	2023	Total
		9,000						9,000
<b>6. Project Costs &amp; Schedule</b>		Estimated Expenditures by Fiscal Year						Six Year
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		9,000						9,000
<b>Totals</b>		9,000		-	-	-	-	9,000
7. Operating Cost Change:		Added _____ (please itemize on separate page)						
8. Anticipated Useful Life:		15 years _____						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
	<u>Proposed</u>	<u>Approved</u>						
	9,000	9,000	Operating/Host Town Budget					
			Impact Fees					
			Sewer Operating Budget					
			Water Operating Budget					
			State Grant					
			Federal Grant					
			Special Reserve Funds (specify)					
			Other: _____					
	9,000	9,000	Total _____					
11. Identify appropriate Town Plan Goal or Objective:								
_____								
_____								
_____								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <b>Building &amp; Facilities Mower Replacement</b>		2. Department: <b>Public Works</b>																						
3. Prepared by: B.K. Hoar		4. Date: 9/12/2016																						
<p><b>5. Project Description:</b>                  Replacement schedule for existing building &amp; facilities mowers. These mowers are replaced on a 7 year cycle.</p> <p>Fund Balance- \$3,210.00.</p> <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th><u>Purchase</u></th> <th><u>Model</u></th> <th><u>Brand</u></th> <th><u>Replace</u></th> <th><u>Cost</u></th> <th><u>Trade</u></th> <th><u>Net Cost</u></th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>B2601</td> <td>Kubota</td> <td>2024</td> <td>\$15,000</td> <td>\$2,200</td> <td>\$12,800</td> </tr> <tr> <td>2012</td> <td></td> <td>Toro</td> <td>2019</td> <td>\$15,000</td> <td>\$2,000</td> <td>\$13,000</td> </tr> </tbody> </table>				<u>Purchase</u>	<u>Model</u>	<u>Brand</u>	<u>Replace</u>	<u>Cost</u>	<u>Trade</u>	<u>Net Cost</u>	2017	B2601	Kubota	2024	\$15,000	\$2,200	\$12,800	2012		Toro	2019	\$15,000	\$2,000	\$13,000
<u>Purchase</u>	<u>Model</u>	<u>Brand</u>	<u>Replace</u>	<u>Cost</u>	<u>Trade</u>	<u>Net Cost</u>																		
2017	B2601	Kubota	2024	\$15,000	\$2,200	\$12,800																		
2012		Toro	2019	\$15,000	\$2,000	\$13,000																		
<b>Manager Approved</b>		2018	2019	2020	2021	2022	2023	Total																
		5,450	5,450	2,338	2,338	2,338	2,338	20,252																
6. Project Costs & Schedule		<b>Estimated Expenditures by Fiscal Year</b>						Six Year Total																
		2018	2019	2020	2021	2022	2023																	
A. Planning & Eng								-																
B. Land & ROW								-																
C. Construction								-																
D. Equip Purchase		5,450	5,450	2,338	2,338	2,338	2,338	20,252																
Totals		5,450	5,450	2,338	2,338	2,338	2,338	20,252																
7. Operating Cost Change:		_____ (please itemize on separate page)																						
8. Anticipated Useful Life:		<u>7 years</u>																						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)																						
<u>Proposed</u>	<u>Approved</u>																							
30,000	30,000	Host Town/General Fund																						
		Impact Fees																						
		Sewer Operating Budget																						
		Water Operating Budget																						
		State Grant																						
		Federal Grant																						
		Special Reserve Funds (specify)																						
-4,200	-4,200	Other																						
25,800	25,800	Total																						
11. Identify appropriate Town Plan Goal or Objective:		_____ _____ _____																						

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <b>Parks Pickup- Replacement</b>		2. Department: <b>Recreation &amp; Parks</b>	
3. Prepared by: T. Goodwin		4. Date: 9/28/2016	
<b>5. Project Description:</b> Replacement of Recreation & Parks pickup on a 8 year cycle.			
<u>Purchase</u> 2017	<u>Model</u> F-150	<u>Brand</u> Ford	<u>Replace</u> 2025
			<u>Cost</u> \$29,000
			<u>Trade</u> \$5,000
			<u>Net Cost</u> \$24,000
			<u>Net Cost</u> \$3,000
			<b>Fund Balance -</b>
			\$1,478
			\$22,522
			\$2,815.25

<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	2,815	2,815	2,815	2,815	2,815	2,815	16,890

6. Project Costs & Schedule	<b>Estimated Expenditures by Fiscal Year</b>						
	2018	2019	2020	2021	2022	2023	Six Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	2,815	2,815	2,815	2,815	2,815	2,815	16,890
Totals	2,815	2,815	2,815	2,815	2,815	2,815	16,890

7. Operating Cost Change: n/a (please itemize on separate page)

8. Anticipated Useful Life: 8 years

9. Proposed Sources of Funding:

<u>Proposed</u>	<u>Approved</u>	
16,890	16,890	Host Town/General Fund
		Impact Fees
		Sewer Operating Budget
		Water Operating Budget
		State Grant
		Federal Grant
		Special Reserve Funds (specify)
		Other - Trade-in
16,890	16,890	Total

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250

Army Corps      AOT      Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

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\_\_\_\_\_

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**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <b>Parks Mower Replacement</b>		2. Department: <b>Recreation &amp; Parks</b>					
3. Prepared by: T. Goodwin		4. Date: 9/28/2016					
<b>5. Project Description:</b> Replacement schedule for existing parks mowers and tractor. These mowers are replaced on a 8 year cycle.							
<u>Purchase</u>	<u>Model</u>	<u>Brand</u>	<u>Replace</u>	<u>Cost</u>	<u>Trade</u>	<u>Net Cost</u>	<u>Net Cost</u>
2014	ZD	Kubota	2022	\$17,000	\$3,000	\$14,000	divided by
2016	Tractor	Kubota	2024	\$17,500	\$3,000	\$14,500	eight years
2017	ZD	Kubota	2025	\$18,000	\$3,000	\$15,000	
						<u>\$43,500</u>	\$5,437.50
				<b>Fund Balance -</b>		\$0	

<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	5,450	5,450	5,450	5,450	5,450	5,450	32,700

<b>6. Project Costs &amp; Schedule</b>	<b>Estimated Expenditures by Fiscal Year</b>						
	2018	2019	2020	2021	2022	2023	Six Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	5,437	5,437	5,437	5,437	5,437	5,437	32,622
<b>Totals</b>	5,437	5,437	5,437	5,437	5,437	5,437	32,622

7. Operating Cost Change: n/a (please itemize on separate page)

8. Anticipated Useful Life: 8 years

<b>9. Proposed Sources of Funding:</b>		10. Is approval or review required by other governmental agencies? (please circle)  DRB    HAAC    Act 250  Army Corps    AOT    Stormwater  Other: _____
<u>Proposed</u>	<u>Approved</u>	
32,662	32,700	
32,662	32,700	

Total \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

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**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2017-2022

1. Project Title: Chiefs Vehicle		2. Department: Police					
3. Prepared by: Chief Todd Shepard		4. Date: 10/1/2016					
The Chief of Police has been afforded a vehicle since 2008. The approximate cost of this vehicle is \$32,192 The life expectancy of this vehicle is 5 years. The Chief's vehicle was replaced in March 2013.							
<b>Item</b>	<b>Cost</b>	<b>Trade</b>	<b>Lifespan (Yrs)</b>				
Vehicle	\$ 31,400	\$ (6,000)	5				
Install Labor	\$ 1,600		5				
Lights	\$ 1,050		5				
Radio	\$ 3,700		9				
Console	\$ 510		5				
Siren	\$ 1,050		5				
			<u>\$ 6,333</u>				
The above list of items shows that we should save approximately \$6330.00 per year for this vehicle. Original plan started in 2014 with current vehicle cost of \$29,600. 2% per year added for nominal increases, current 31,400 The yearly costs factors in an approximate trade/sale at end of \$6,000,							
<b>Manager Approved</b>	2018	2019	2020				
	6,300	6,300	6,300				
	2021	2022	2023				
	6,300	6,300	6,300				
	<b>Total</b>						
	37,800						
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	6,300	6,300	6,300	6,300	6,300	6,300	37,800
Totals	6,300	6,300	6,300	6,300	6,300	6,300	37,800
7. Operating Cost Change:		(please itemize on separate page)					
8. Anticipated Useful Life:		<u>5 Years</u>					
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
37,800	37,800	Operating/Host Town Budget		DRB	HAAC	Act 250	
		Impact Fees					
		Sewer Operating Budget					
		Water Operating Budget		Army Corps	AOT	Stormwater	
		State Grant					
		Federal Grant		Other: _____			
		Special Reserve Funds (specify)					
		Other					
37,800	37,800	Total					
11. Identify appropriate Town Plan Goal or Objective:							
This applies to police department goal #3 regarding efficient use of resources.							



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2017-2022

1. Project Title: New Fleet Vehicle		2. Department: Police					
3. Prepared by: Chief Todd Shepard			4. Date: 10/1/2016				
5. Project Description (Background, purpose, objectives)							
Plan to add 1 extra cruiser FY 2019, by starting to save in FY 2017 an extra \$19,800 (New Cost total over 3 years) Replacement savings starts in 2020 at 18,600 per year							
<b>Item</b>	<b>Cost each</b>	<b>Trade</b>	<b># of units</b>	<b>Lifespan</b>	<b>Cost New</b>	<b>Replace</b>	
Police Vehicles	\$ 28,875	(5,000)	1	2	\$ 28,350	\$	11,938
Lights	\$ 1,825		1	3	\$ 1,825	\$	609
Lightbar	\$ 2,200		1	9	\$ 2,200	\$	245
Video	\$ 5,800		1	6	\$ 5,800	\$	967
Radar	\$ 1,500		1	9	\$ 1,500	\$	167
Radio	\$ 3,700		1	9	\$ 3,700	\$	412
Seat & Cage	\$ 1,400		1	6	\$ 1,400	\$	234
Detailing	\$ 1,200		1	3	\$ 1,200	\$	400
Push Bumper	\$ 425		1	3	\$ 425	\$	142
MDT(mobile data terminal)	\$ 5,300		1	5	\$ 5,300	\$	1,060
Siren	\$ 1,050		1	3	\$ 1,050	\$	350
Console	\$ 525		1	6	\$ 525	\$	88
Rifle	\$ 1,500		1	8	\$ 1,500	\$	188
Rifle rack	\$ 525		1	6	\$ 525	\$	88
Installation	\$ 4,000		1	2	\$ 4,000	\$	2,000
					<u>\$ 59,300</u>	<u>\$</u>	<u>18,888</u>
Purchase plan includes saving in FY17-FY19 of the new cost divided by 3 years then begin saving to replace the vehicle in two years.							
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	19,800	19,800	18,800	18,800	18,800	18,800	114,800
<b>6. Project Costs &amp; Schedule</b>	<b>Estimated Expenditures by Fiscal Year</b>						<b>Six Year Total</b>
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	19,800	19,800	18,800	18,800	18,800	18,800	114,800
<b>Totals</b>	<b>19,800</b>	<b>19,800</b>	<b>18,800</b>	<b>18,800</b>	<b>18,800</b>	<b>18,800</b>	<b>114,800</b>
7. Operating Cost Change:	(please itemize on separate page)						
8. Anticipated Useful Life:	<u>2 and 3 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
114,800	114,800	Operating/Host Town Budget					
		Impact Fees	DRB	HAAC	Act 250		
		Sewer Operating Budget					
		Water Operating Budget	Army Corps	AOT	Stormwater		
		State Grant					
		Federal Grant	Other: _____				
		Special Reserve Funds (specify)					
		Other					
114,800	114,800	Total					
11. Identify appropriate Town Plan Goal or Objective:							
<u>This relates to the overall police mission of providing quality public safety services to the Williston Community. As it relates to department goals, it relates to Goal #2 and #3, relating to job satisfaction and efficient use of resources</u>							



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2017-2022

1. Project Title: Traffic Safety Equipment		2. Department: Police						
3. Prepared by: Chief Todd Shepard			4. Date: 10/1/2016					
5. Project Description (Background, purpose, objectives) The speed trailer was purchased to assist us in our traffic safety initiatives to educate our public in recognizing what speed they are traveling. The trailer is also designed to assist us with traffic counts in specific areas to see if traffic patterns are changing. These trailers have an estimated useful life of 7 years, slightly less than an actual radar unit because of the trailer itself potentially deteriorating due to weather. License Plate readers are proving to assist us with our traffic safety program identifying drivers who shouldn't be on the road and have had their licenses suspended and other offenders.								
<u>Item</u>	<u>Year</u>	<u>Cost each</u>	<u># of units</u>	<u>Lifespan</u>	<u>Yearly Cost</u>			
MPH Trailer	Sep-12	\$7,900.00	1	8	\$ 988.00			
LPR	Aug-12	\$18,765.00	2	5	\$ 7,506.00			
Total:					<u>\$ 8,494.00</u>			
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	8,500	8,500	8,500	8,500	8,500	8,500	51,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		8,500	8,500	8,500	8,500	8,500	8,500	51,000
Totals		8,500	8,500	8,500	8,500	8,500	8,500	51,000
7. Operating Cost Change:		(please itemize on separate page)						
8. Anticipated Useful Life:		<u>8 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
51,000		Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
51,000	0	Total						
11. Identify appropriate Town Plan Goal or Objective: <u>Goal #1 and #4 of the police department goals. Crime prevention and public education play an important role in our mission. Identifying offenders increases visibility in our community through traffic enforcement.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		4 x 4 Replacement		2. Department:		Fire	
3. Prepared by:		Kenneth N. Morton, Jr., Fire Chief		4. Date:		9/23/2016	
5. Project Description (Background, purpose, objectives)							
This is a continuation of a per year set aside toward replacement of the two (2) 4 x 4 vehicles used for Fire and EMS. Mileage for 2 vehicles at July 1 will be 55,000 and 85,000 miles. Cars idle at calls extensively, effectively increasing engine use time by up to 50%, therefore replacement of vehicles should occur at 60,000 - 70,000 miles. At 12,000 miles per vehicle per year, a vehicle should last 6-8 years. The attached schedule assumes a replacement vehicle every 3 years.							
Assumptions: 2 vehicles with a 6-8 year life = replace a vehicle every 3-4 years. Cost per vehicle is \$57,000. Cost per year is \$14,900.							
						Balance	\$81,680
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	14,900	14,900	14,900	14,900	14,900	14,900	89,400
6. Project Costs & Schedule							
	2018	2019	2020	2021	2022	2023	Six Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	14,900	14,900	14,900	14,900	14,900	14,900	89,400
Totals	14,900	14,900	14,900	14,900	14,900	14,900	89,400
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)			
8. Anticipated Useful Life:		<u>6 - 8 Years</u>					
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)			
<u>Proposed</u>	<u>Approved</u>			DRB	HAAC	Act 250	
89,400	89,400	Operating/Host Town Budget					
		Impact Fees					
		Sewer Operating Budget					
		Water Operating Budget		Army Corps	AOT	Stormwater	
		State Grant					
		Federal Grant		Other: _____			
		Special Reserve Funds (specify)					
		Other					
89,400	89,400	Total					
11. Identify appropriate Town Plan Goal or Objective:							
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
**Project Proposals for Fiscal Year 2018-2023**

1. Project Title:		Brush Truck Replacement		2. Department:		Fire		
3. Prepared by:		Kenneth N. Morton, Jr., Fire Chief		4. Date:		9/23/2016		
5. Project Description (Background, purpose, objectives)								
Continuation of set aside per year toward purchase of new Brush vehicles. Two trucks are on a 10 year replacement schedule and require a \$6,500 per year set aside.								
Purchase	Model	Brand	Replace	Cost	Trade	Net Cost	Annual Cost	
1999	Pickup	Dodge	2019	\$52,000	\$1,000	\$51,000	\$2,550 Divided by 20 Years	
2011	Pickup	GMC	2031	\$58,000	\$3,000	\$56,000	\$2,800 Divided by 20 Years	
2014	UTV	Polaris	2034	\$24,000	\$1,000	\$23,000	\$1,150 Divided by 20 Years	
Balance							\$35,515	
<b>Manager Approved</b>		2018	2019	2020	2021	2022	2023	Total
		6,500	6,500	6,500	6,500	6,500	6,500	39,000
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year						Six Year Total
		2018	2019	2020	2021	2022	2023	
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		6,500	6,500	6,500	6,500	6,500	6,500	39,000
<b>Totals</b>		<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>39,000</b>
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)				
8. Anticipated Useful Life:		<u>20 Years</u>						
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>							
39,000	39,000	Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
39,000	39,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u>								
<u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
**Project Proposals for Fiscal Year 2018-2023**

1. Project Title: Defibrillator Replacement		2. Department: Fire						
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016						
5. Project Description (Background, purpose, objectives)								
This is a continuation of a per year set aside for the purchase of defibrillators. This is a rolling fund intended to replace several defibrillators as required by service life.								
(5) Defibrillators with 8 year life at \$2,100 each = \$10,500 / 8 Years (2) 12-Lead Defibrillators with a 8 year life at \$42,000 each = <u>\$84,000 / 8 Years</u> \$94,500 / 8 Years = \$11,810 per year set aside								
			Balance - \$3,484.00					
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	8,125	8,125	8,125	8,125	8,125	8,125	48,750	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		11,810	11,810	11,810	11,810	11,810	11,810	70,860
Totals		11,810	11,810	11,810	11,810	11,810	11,810	70,860
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)				
8. Anticipated Useful Life:		<u>7-8 Years</u>						
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>			DRB	HAAC	Act 250		
70,860	48,750	Operating/Host Town Budget						
		Impact Fees						
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
70,860	48,750	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u>								
<u>No expanded services needed to meet demands.</u>								
_____								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		Hydraulic Rescue Tools		2. Department:		Fire		
3. Prepared by:		Kenneth N. Morton, Jr. Fire Chief		4. Date:		9/23/2016		
5. Project Description (Background, purpose, objectives)								
<p>The Department operates with hydraulic rescue tools (spreaders, cutters, combination tools, rams, air bags, etc.). Hydraulic tools have a useful life of 15 years, and our current tools are averaging eleven (11) years of age. The estimated replacement cost in FY21 is \$120,000 at 17 years of age.</p> <p>Thereafter, we anticipate a \$126,000 replacement cost in 15 years, requiring a set-aside of \$14,000 in FY22 then \$8,000 per year starting in FY23.</p>								
						Balance	\$24,035	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	18,000	24,000	26,000	28,000	14,000	8,000	118,000	
6. Project Costs & Schedule								
		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		18,000	24,000	26,000	28,000	14,000	8,000	118,000
Totals		18,000	24,000	26,000	28,000	14,000	8,000	118,000
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)				
8. Anticipated Useful Life:		<u>15 Years</u>						
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>							
118,000	118,000	Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
118,000	118,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		IT Server Replacement		2. Department:		Fire		
3. Prepared by:		Kenneth N. Morton, Jr., Fire Chief		4. Date:		9/23/2016		
5. Project Description (Background, purpose, objectives)								
A new server was installed in the fall of 2014. Servers have a life expectancy of 3-5 years and should be updated regularly to ensure Hippa compliancy, security and stability. The estimated replacement cost in FY20 is:								
is: Hardware (server cpu, monitor, etc.)		\$9,000						
Software & Peripherals		\$5,000						
Build/Install/Labor		\$4,500						
Firewall/Network Equipment Upgrades		\$1,500				\$20,000 Total Cost		
Thereafter, we anticipate a \$22,000 replacement in 5 years, requiring a set-aside of \$4,400 per year starting in FY21.								
Balance							\$2,910	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	6,000	6,000	5,000	4,400	4,400	4,400	30,200	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year Total	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		6,000	6,000	5,000	4,400	4,400	4,400	30,200
Totals		6,000	6,000	5,000	4,400	4,400	4,400	30,200
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)				
8. Anticipated Useful Life:		<u>4 - 5 Years</u>						
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>							
30,200	30,200	Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
30,200	30,200	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		2. Department:						
Portable Radio Replacement		Fire						
3. Prepared by:		4. Date:						
Kenneth N. Morton, Jr., Fire Chief		9/23/2016						
5. Project Description (Background, purpose, objectives)								
<p>The Department operates with portable radios in all apparatus. Portable radios were last replaced with grant dollars, so that has not been a funded item for over ten (10) years. Federal grant funds have ended, so the next round of replacements will need to be funded by the Town. Forty-eight (48) radios are currently used. I plan to reduce this number to 40 due to apparatus consolidation. All radios should be replaced together for similarity and standardization. The estimated replacement cost in FY20 is: 40 units x \$2,200 each = \$88,000.</p> <p>Thereafter, we anticipate a \$96,000 replacement in 8 years, requiring a set-aside of \$12,000 per year starting in FY21.</p>								
			Balance					
			\$5,000					
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	25,000	25,000	25,000	12,000	12,000	12,000	111,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		25,000	25,000	25,000	12,000	12,000	12,000	111,000
Totals		25,000	25,000	25,000	12,000	12,000	12,000	111,000
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)				
8. Anticipated Useful Life:		<u>15 Years</u>						
9. Proposed Sources of Funding:				10. Is approval or review required by other governmental agencies? (please circle)				
<u>Proposed</u>	<u>Approved</u>							
111,000	111,000	Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
111,000	111,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: SCBA Compressor		2. Department: Fire						
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016						
5. Project Description (Background, purpose, objectives)								
Our current compressor was purchased in 2000 and is used to fill 2,200 pound SCBA bottles. Since that time, industry standards (and WFD bottles) changed to 4,500 pound bottles. The next generation of bottles will be 5,500 pounds capacity. Our current compressor will be 19 years old and unable to be used in filling 5,500 pound SCBA bottles at the time of replacement on all SCBA equipment. The estimated replacement cost in FY18 is \$50,000.								
Thereafter, we anticipate a \$75,000 replacement in 15 years, requiring a set-aside of \$5,000 per year starting in FY19.								
			Balance \$25,000					
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	25,000	5,000	5,000	5,000	5,000	5,000	50,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		25,000	5,000	5,000	5,000	5,000	5,000	50,000
Totals		25,000	5,000	5,000	5,000	5,000	5,000	50,000
7. Operating Cost Change:		<u>No Change</u>						
8. Anticipated Useful Life:		<u>15 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
25,000	25,000	Operating/Host Town Budget						
		Impact Fees		DRB	HAAC	Act 250		
		Sewer Operating Budget						
		Water Operating Budget		Army Corps	AOT	Stormwater		
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
25,000	25,000	Other - Town Reserves						
50,000	50,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		2. Department:					
SCBA Equipment		Fire					
3. Prepared by:		4. Date:					
Kenneth N. Morton, Jr., Fire Chief		9/23/2016					
5. Project Description (Background, purpose, objectives)							
The useful life of SCBA equipment is 12-15 years. Current bottles, harnesses, and masks will exceed that service life at the time of replacement in FY19. The estimated replacement cost is: (28) SCBA units @ \$9,000 each = \$252,000 \$36,000 annual set aside for six years beginning FY14 - FY19.  Thereafter, we anticipate a \$300,000 replacement in 15 years, requiring a set-aside of \$20,000 per year starting in FY20.							
						Balance	\$181,110
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	36,000	36,000	20,000	20,000	20,000	20,000	152,000
6. Project Costs & Schedule							
	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	36,000	36,000	20,000	20,000	20,000	20,000	152,000
Totals	36,000	36,000	20,000	20,000	20,000	20,000	152,000
7. Operating Cost Change:		<u>No Change</u>					
8. Anticipated Useful Life:		<u>15 Years</u>					
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
152,000	152,000	Operating/Host Town Budget					
		Impact Fees					
		Sewer Operating Budget					
		Water Operating Budget					
		State Grant					
		Federal Grant					
		Special Reserve Funds (specify)					
		Other: _____					
152,000	152,000	Total					
11. Identify appropriate Town Plan Goal or Objective:							
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No extra services needed to meet demands.</u>							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title:		2. Department:						
Ambulance Stretcher Replacements		Fire						
3. Prepared by:		4. Date:						
Kenneth N. Morton, Jr., Fire Chief		9/23/2016						
5. Project Description (Background, purpose, objectives)								
Ambulance stretchers are used every day on average, and have a useful life of 4-6 years. The replacement cost of a stretcher today is \$21,710. The ongoing set aside of \$5,000 per year started in FY16 is being requested to fund the purchase of a new stretcher every 4 years beginning in FY19.								
Balance							\$10,015	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	5,000	5,000	5,000	5,000	5,000	5,000	30,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year						Six Year
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		5,000	5,000	5,000	5,000	5,000	5,000	30,000
Totals		5,000	5,000	5,000	5,000	5,000	5,000	30,000
7. Operating Cost Change:		<u>No Change</u>			(please itemize on separate page)			
8. Anticipated Useful Life:		<u>4 - 6 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
30,000	30,000	Operating/Host Town Budget						
		Impact Fees						
		DRB      HAAC      Act 250						
		Sewer Operating Budget						
		Water Operating Budget						
		Army Corps      AOT      Stormwater						
		State Grant						
		Federal Grant						
		Special Reserve Funds (specify)						
		Other: _____						
30,000	30,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u>								
<u>No expanded services needed to meet demands.</u>								
_____								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <span style="float: right;">2. Department:</span>		Ambulance Acquisition	Fire					
3. Prepared by: <span style="float: right;">4. Date:</span>		Kenneth N. Morton, Jr., Fire Chief      9/23/2016						
5. Project Description (Background, purpose, objectives)								
<p>Our ambulances will see 4 years of first due service at an estimated 14,000 miles per year (56,000 miles), then 4 years of second due service at an estimated 6,000 miles per year (24,000 miles), resulting in 80,000 miles at the time of replacement after its 8th year.</p> <p>Our existing second due ambulance is currently 6 years old with 66,000 miles. This plan allows for replacement in FY18 after its 8th year, at an estimated 80,000 miles.</p>								
			Balance      \$0					
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	245,000				255,000		500,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		245,000				255,000		500,000
Totals		245,000	-	-	-	255,000	-	500,000
7. Operating Cost Change:		<u>No Change</u>						
8. Anticipated Useful Life:		<u>8 - 10 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
		Operating/Host Town Budget			DRB      HAAC      Act 250			
		Impact Fees						
		Sewer Operating Budget			Army Corps      AOT      Stormwater			
		Water Operating Budget						
		State Grant			Other: _____			
		Federal Grant						
		Special Reserve Funds (specify)						
500,000	500,000	Other						
500,000	500,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <span style="float: right;">2. Department:</span>																																																								
Fire Engine	Fire																																																							
3. Prepared by: <span style="float: right;">4. Date:</span>																																																								
Kenneth N. Morton, Jr., Fire Chief <span style="float: right;">9/23/2016</span>																																																								
5. Project Description (Background, purpose, objectives)																																																								
Engine 3 will reach its 20th year in FY23 mandating replacement on our current 20-year replacement schedule.																																																								
<b>Manager Approved</b>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>Total</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>800,000</td> <td>800,000</td> </tr> </table>	2018	2019	2020	2021	2022	2023	Total						800,000	800,000																																									
2018	2019	2020	2021	2022	2023	Total																																																		
					800,000	800,000																																																		
<b>6. Project Costs &amp; Schedule</b>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th rowspan="2"></th> <th colspan="6">Estimated Expenditures by Fiscal Year</th> <th>Six Year</th> </tr> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>Total</th> </tr> <tr> <td>A. Planning &amp; Eng</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>B. Land &amp; ROW</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>C. Construction</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>D. Equip Purchase</td> <td></td> <td></td> <td>-</td> <td>-</td> <td></td> <td>800,000</td> <td>800,000</td> </tr> <tr> <td>Totals</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>800,000</td> <td>800,000</td> </tr> </table>		Estimated Expenditures by Fiscal Year						Six Year	2018	2019	2020	2021	2022	2023	Total	A. Planning & Eng							-	B. Land & ROW							-	C. Construction							-	D. Equip Purchase			-	-		800,000	800,000	Totals	-	-	-	-	-	800,000	800,000
	Estimated Expenditures by Fiscal Year						Six Year																																																	
	2018	2019	2020	2021	2022	2023	Total																																																	
A. Planning & Eng							-																																																	
B. Land & ROW							-																																																	
C. Construction							-																																																	
D. Equip Purchase			-	-		800,000	800,000																																																	
Totals	-	-	-	-	-	800,000	800,000																																																	
7. Operating Cost Change: <span style="float: right;"><u>No Change</u></span>																																																								
8. Anticipated Useful Life: <span style="float: right;"><u>20 Years</u></span>																																																								
9. Proposed Sources of Funding:																																																								
<u>Proposed</u>	<u>Approved</u>	Operating/Host Town Budget																																																						
		Impact Fees	DRB	HAAC	Act 250																																																			
		Sewer Operating Budget																																																						
		Water Operating Budget	Army Corps	AOT	Stormwater																																																			
		State Grant																																																						
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		Special Reserve Funds																																																						
800,000	800,000	Other: Bond																																																						
800,000	800,000	Total																																																						
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**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
**Project Proposals for Fiscal Year 2018-2023**

1. Project Title:		Boiler Replacement						2. Department:		Fire	
3. Prepared by:		Kenneth N. Morton, Jr., Fire Chief						4. Date:		9/23/2016	
5. Project Description (Background, purpose, objectives)											
<p>The Fire Department is served by two boilers. These boilers heat the building and provide hot water. The useful life of a boiler is 14-18 years. These units will be 12 years old in FY18 . The estimated replacement cost for 2 boilers in FY21 is \$15,000 each, requiring a set-aside of \$7,500 per year starting in FY18.</p> <p>Thereafter, we anticipate a \$15,000 replacement cost each in 15 years, requiring a set-aside of \$2,000 per year starting in FY22.</p>											
										Balance	\$0
<b>Manager Approved</b>		2018	2019	2020	2021	2022	2023	Total			
		0	0	0	0	0	0	0			
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year						Six Year			
		2018	2019	2020	2021	2022	2023	Total			
A. Planning & Eng								-			
B. Land & ROW								-			
C. Construction								-			
D. Equip Purchase		7,500	7,500	7,500	7,500	2,000	2,000	34,000			
Totals		7,500	7,500	7,500	7,500	2,000	2,000	34,000			
7. Operating Cost Change:		<u>No Change</u>						(please itemize on separate page)			
8. Anticipated Useful Life:		<u>16 Years</u>									
9. Proposed Sources of Funding:								10. Is approval or review required by other governmental agencies? (please circle)			
<u>Proposed</u>	<u>Approved</u>										
34,000		Operating/Host Town Budget									
		Impact Fees						DRB	HAAC	Act 250	
		Sewer Operating Budget									
		Water Operating Budget						Army Corps	AOT	Stormwater	
		State Grant									
		Federal Grant						Other: _____			
		Special Reserve Funds (specify)									
		Other									
34,000	0	Total									
11. Identify appropriate Town Plan Goal or Objective:											
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>											

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Epoxy Floors- Apparatus Bays		2. Department: Fire					
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016					
5. Project Description (Background, purpose, objectives)							
At the time of construction, epoxy flooring on the Apparatus Bay floors was not able to be funded. Epoxy flooring is smoother, easier to maintain, protects the floor and extends the life of the the concrete below. It's also a safer surface to walk across, as the polished concrete floor currently in place is slippery and continues to be a slip hazard. This is a one time expense, which will last the life of the building, with a useful life cost of less than \$1,500 per year.							
Balance							\$0
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	10,000	20,000	20,000				50,000
6. Project Costs & Schedule							
	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction	20,000	20,000	20,000				60,000
D. Equip Purchase	-		-	-	-	-	-
Totals	20,000	20,000	20,000	-	-	-	60,000
7. Operating Cost Change:		<u>None</u>					
8. Anticipated Useful Life:		<u>40 Years</u>					
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
60,000	50,000	Operating/Host Town Budget					
		Impact Fees					
		DRB      HAAC      Act 250					
		Sewer Operating Budget					
		Water Operating Budget					
		Army Corps      AOT      Stormwater					
		State Grant					
		Federal Grant					
		Other: _____					
		Special Reserve Funds (specify)					
		Other					
60,000	50,000	Total					
11. Identify appropriate Town Plan Goal or Objective:							
_____							
_____							
_____							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: <span style="float: right;">2. Department:</span>								
Generator Replacement	Fire							
3. Prepared by: <span style="float: right;">4. Date:</span>								
Kenneth N. Morton, Jr., Fire Chief <span style="float: right;">9/23/2016</span>								
5. Project Description (Background, purpose, objectives)								
<p>The Fire Department is served by one emergency generator, installed in 2007 with a useful life of 20 years. This generator supports all building functions and communication services in the event of a power outage, and also services the needs of the Emergency Operations Center in the event of a disaster. The estimated replacement cost is \$30,000, requiring a set-aside of \$3,750 per year starting in 2018 for an 8-year funding term to allow replacement by FY25.</p>								
Balance							\$0	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
	0	0	0	0	0	0	0	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total	
A. Planning & Eng							-	
B. Land & ROW							-	
C. Construction							-	
D. Equip Purchase	3,750	3,750	3,750	3,750	3,750	3,750	22,500	
Totals	3,750	3,750	3,750	3,750	3,750	3,750	22,500	
7. Operating Cost Change:		<u>No Change</u> (please itemize on separate page)						
8. Anticipated Useful Life:		<u>20 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
22,500		Operating/Host Town Budget		DRB    HAAC    Act 250				
		Impact Fees						
		Sewer Operating Budget		Army Corps    AOT    Stormwater				
		Water Operating Budget						
		State Grant						
		Federal Grant		Other: _____				
		Special Reserve Funds (specify)						
		Other						
22,500	0	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: HVAC Unit Replacement		2. Department: Fire					
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016					
5. Project Description (Background, purpose, objectives)							
<p>The Fire Department is served by two HVAC units, installed in 2007 with a useful life of 14-18 years. These units are used for climate control and air quality throughout the building. In FY18, these units will be 12 years of age. The estimated replacement cost is \$21,000, requiring a set-aside of \$7,000 per year starting in FY18 for a 3-year funding term to allow replacement by FY20.</p> <p>Thereafter, we anticipate a \$22,500 replacement cost in 15 years, requiring a set-aside of \$1,500 per year starting in FY21.</p>							
Balance						\$0	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	0	0	0	0	0	0	0
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	7,000	7,000	7,000	1,500	1,500	1,500	25,500
Totals	7,000	7,000	7,000	1,500	1,500	1,500	25,500
7. Operating Cost Change:		<u>No Change</u>		(please itemize on separate page)			
8. Anticipated Useful Life:		<u>15 Years</u>					
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>			DRB	HAAC	Act 250	
25,500		Operating/Host Town Budget					
		Impact Fees					
		Sewer Operating Budget					
		Water Operating Budget		Army Corps	AOT	Stormwater	
		State Grant					
		Federal Grant		Other: _____			
		Special Reserve Funds (specify)					
		Other					
25,500	0	Total					
11. Identify appropriate Town Plan Goal or Objective:							
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
**Project Proposals for Fiscal Year 2018-2023**

1. Project Title: Sewer Pump Replacement		2. Department: Fire					
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016					
5. Project Description (Background, purpose, objectives)							
<p>The two sewer pumps for the station need to be replaced. Installed in 2007, both pumps have exceeded their expected useful life of eight years. One pump has already failed and was repaired with a temporary fix in October, 2017. The cost of replacing both pumps, including labor and materials, is \$7,510.</p> <p>We are asking for full funding in FY18 in order to have this replacement done in July, 2017.</p>							
Balance							\$0
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total
	7,510						7,510
6. Project Costs & Schedule							
Estimated Expenditures by Fiscal Year							
	2018	2019	2020	2021	2022	2023	Six Year Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	7,510						7,510
Totals	7,510	-	-	-	-	-	7,510
7. Operating Cost Change:		No Change (please itemize on separate page)					
8. Anticipated Useful Life:		8 Years					
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)					
<u>Proposed</u>	<u>Approved</u>						
7,510	7,510	Operating/Host Town Budget					
		Impact Fees					
		Sewer Operating Budget					
		Water Operating Budget					
		State Grant					
		Federal Grant					
		Special Reserve Funds (specify)					
		Other: _____					
7,510	7,510	Total					
11. Identify appropriate Town Plan Goal or Objective:							
<p style="text-align: center;"><u>This is a capital equipment purchase tied to replacement cost.</u></p> <p style="text-align: center;"><u>No expanded services needed to meet demands.</u></p>							

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Paving		2. Department: Fire						
3. Prepared by: Kenneth N. Morton, Jr., Fire Chief		4. Date: 9/23/2016						
5. Project Description (Background, purpose, objectives)								
<p>Paved driveways and parking lots have a useful life of approximately 14 years, according to Bruce Hoar, the Director of Public Works. By the year 2022, our facility will be 15 years old and in need of this service. The estimated cost for paving is \$36,000, requiring a set-aside of \$6,000 per year starting in FY18 for a 6-year funding term to allow replacement by FY23.</p> <p>Thereafter, we anticipate a \$42,000 replacement in 14 years, requiring a set-aside of \$3,000 per year starting in FY24.</p>								
Balance							\$0	
<b>Manager Approved</b>	2018	2019	2020	2021	2022	2023	Total	
					36,000		36,000	
6. Project Costs & Schedule		Estimated Expenditures by Fiscal Year					Six Year	
		2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng								-
B. Land & ROW								-
C. Construction								-
D. Equip Purchase		6,000	6,000	6,000	6,000	6,000	6,000	36,000
Totals		6,000	6,000	6,000	6,000	6,000	6,000	36,000
7. Operating Cost Change:		<u>No Change</u>			(please itemize on separate page)			
8. Anticipated Useful Life:		<u>14 Years</u>						
9. Proposed Sources of Funding:		10. Is approval or review required by other governmental agencies? (please circle)						
<u>Proposed</u>	<u>Approved</u>							
36,000	36,000	Operating/Host Town Budget						
		Impact Fees						
		DRB      HAAC      Act 250						
		Sewer Operating Budget						
		Water Operating Budget						
		Army Corps      AOT      Stormwater						
		State Grant						
		Federal Grant						
		Special Reserve Funds (specify)						
		Other: _____						
36,000	36,000	Total						
11. Identify appropriate Town Plan Goal or Objective:								
<u>This is a capital equipment purchase tied to replacement cost.</u> <u>No expanded services needed to meet demands.</u>								

**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Bookmobile: Planned replacement	2. Department: Library
3. Prepared by: Marti Fiske	4. Date: 6/1/2016

5. Project Description (Background, purpose, objectives)

This request plans for \$7,500 annually toward replacement of the bookmobile in 12 years at \$90,000 to account for inflation.

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>	7,500	7,500	7,500	7,500	7,500	7,500	45,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year
	2018	2019	2020	2021	2022	2023	Total
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase	7,500	7,500	7,500	7,500	7,500	7,500	45,000
<b>Totals</b>	7,500	7,500	7,500	7,500	7,500	7,500	45,000

7. Operating Cost Change:           \$3,225           (please itemize on separate page)

8. Anticipated Useful Life:           12 yrs +/-          

9. Proposed Sources of Funding:

	Proposed	Approved	
		45,000	Host Town/General Fund
			Impact Fees
			Sewer Operating Budget
			Water Operating Budget
			State Grant
			Federal Grant
			Special Reserve Funds (specify)
90,000			Other (donations)
90,000	45,000		<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250  
 Army Corps      AOT      Stormwater  
 Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

Planned savings toward a replacement vehicle to continue existing  
bookmobile services.



**TOWN OF WILLISTON**  
**CAPITAL IMPROVEMENT PROGRAM**  
 Project Proposals for Fiscal Year 2018-2023

1. Project Title: Solar Electric Panels Purchase	2. Department: Manager
3. Prepared by: Jennifer Kennelly	4. Date: 10/26/2016

5. Project Description (Background, purpose, objectives)

The Town is leasing an array of solar panels for 6 years with an option to purchase in the 6th year (2019)

There will be modest savings in the first 6 years, with the majority of the savings in the years after the purchase. It is proposed to finance the purchase through borrowing.

	2018	2019	2020	2021	2022	2023	Total
<b>Manager Approved</b>		340,000					340,000

6. Project Costs & Schedule	Estimated Expenditures by Fiscal Year						Six Year Total
	2018	2019	2020	2021	2022	2023	
A. Planning & Eng							-
B. Land & ROW							-
C. Construction							-
D. Equip Purchase		340,000					340,000
<b>Totals</b>	-	340,000	-	-	-	-	340,000

7. Operating Cost Change: \_\_\_\_\_ (please itemize on separate page)

8. Anticipated Useful Life: \_\_\_\_\_

9. Proposed Sources of Funding:

	Proposed	Approved	
			Host Town/General Fund
			Impact Fees
			Sewer Operating Budget
			Water Operating Budget
			State Grant
			Federal Grant
			Special Reserve Funds (specify)
340,000	340,000		Other (Bond)
340,000	340,000		<b>Total</b>

10. Is approval or review required by other governmental agencies? (please circle)

DRB      HAAC      Act 250

Army Corps      AOT      Stormwater

Other: \_\_\_\_\_

11. Identify appropriate Town Plan Goal or Objective:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_