Capital Improvements Program

2014 through 2023

Greenfield, New Hampshire

Adopted by the
Greenfield Planning Board
Date: TBD

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Introduction:

This CIP has been created for the Town of Greenfield, NH by the Greenfield Planning Board (PB). The PB worked with Town Department Heads in developing the report which contains a reasonably comprehensive list of all vehicles, major equipment, and facilities modifications considered for purchase by the Town. The CIP is a non-binding planning document, and should be used in an advisory capacity by the Select Board and Budget Advisory Committee to evaluate any action regarding capital purchases.

Capital projects for a New Hampshire town the size of Greenfield are defined as "any expenditure for a project or facility having a useful life of at least three years, requiring a gross expenditure of at least $5,000 and creating a depreciable asset". New Hampshire RSA 674:5 provides for the authorization of a CIP. RSA 674:6 through 674:8 respectively describe the CIP and its purpose, mandatory steps in the preparation of a CIP, and its consideration by the selectmen and budget committee.

The Purpose of the CIP:

Among the many incentives of a Capital Improvements Program are the following benefits to the community:

- Provide a link between local infrastructure investments and the Town's Master Plan goals, land use ordinances and economic development.
- Bridge the gap between planning and spending, between the visions of the Master Plan and the fiscal realities of improving and expanding community facilities.
- Minimize the use of stop-gap measures to preserve public health, safety and welfare services.
- Anticipate investments in community facilities needed to shape the pattern of growth and development in Greenfield.
- Improve coordination and communication between town departments by identifying and sharing information relative to each department's needs.
- Avoid undue tax increases by promoting discussion of new capital expenditures over time.
- Develop a fair distribution of capital costs by promoting public discussion on the means of funding capital projects.
- Build a foundation for land use planning or growth management strategies. The CIP is a statutory prerequisite for the enactment of growth management and impact fee ordinances.
- Support economic development by demonstrating a sound fiscal plan and high quality facilities and services. Such communities are attractive to business and industry.

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Process:

The Planning Board (PB) began its work on the CIP in May, 2013 by reviewing copies of the department's CIP spreadsheets from the last CIP and preparing new worksheets. Using the prior CIP, the Town Department heads had a starting point for review and to develop their proposals.

During the summer, members of the PB met with and obtained information from each department head detailing all the capital projects they're proposing or continuing for the period 2014 through 2023. The updated data was entered into spreadsheets. An inflation factor was applied and the data was then reviewed by the Planning Board.

Priorities and recommended implementation time frames were discussed by the Planning Board. Printed copies of the CIP will be distributed to the Planning Board, the Budget Advisory Committee and the Board of Selectmen for their consideration.

Planning Board Findings:

- In the original CIP created during 2005 and in the most recent CIP updates produced 2-4 years ago, various non-trivial upgrades needed to the Town Office Building were highlighted. **Based on requests for reconfiguration of working space in the Town Office Building during this year's CIP process, it appears the study should be undertaken in 2014.**

- Following is a comparison of the 'Urgent', 'Committed' and 'Necessary' capital projects (see definitions below) proposed by Greenfield's operating departments for the period 2014 through 2023 vs. those proposed in previous years:

2014-2023	2012-2021	2011-2020	2010-2019	2009-2018	2008-2017
$4,729,778	$8,338,041	$3,242,390	$3,502,605	$3,492,395	$3,668,939

The "Urgent", "Committed" and "Necessary" priorities are defined as follows:

Urgent	"Cannot be delayed. Needed immediately for health or safety."
Committed	"Part of an existing contractual agreement or otherwise legally required."
Necessary	"Needed within three years to maintain basic level and quality of community services."

In addition to the above defined prioritization categories, a fourth category of "Deferrable" is defined as projects "that support community development goals, but which need more research, planning, and coordination."

The 'Urgent', 'Committed', 'Necessary' and 'Deferrable' projects for each department are shown in the spreadsheets found on pages 9 through 19 of this document. The summary of CIP requests is contained on page 8.

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- All projections for 2014 through 2023 include an estimated 3% annual rate of inflation.

- All projects provided by the Planning Board with a priority of 'Urgent' or 'Necessary' are to replace existing vehicles or upgrade facilities and roads with a few exceptions.

- The Planning Board recommends that costs of vehicle purchases be spread over a three or four year period until capital reserves are fully in place.

- Various projects may be funded through specific grants available. Where these funding sources have been identified, they are shown with the individual projects. Funding for other recommended capital projects may be provided by other sources currently being investigated.

- The town has discontinued all new lease-purchase arrangements for municipal vehicles.

- There are currently no plans to fund any projects with a bond.

The following departments were interviewed by the indicated Planning Board Member:

Department	Planning Board Member	Department Response
Police	S. Chicoine	Changes submitted
Fire	A. Moon	Changes submitted
Town Clerk	P. Renaud	Changes submitted
Collector	P. Renaud	Changes submitted
Administration	P. Renaud	Changes submitted
Library	R. Marshall	Changes submitted
Highway	P. Renaud	Changes submitted
Public Works	K. O'Connell	Changes submitted
Recycling	J. Fletcher	Changes submitted
Parks & Recreation		No information
School District	P. Renaud	Changes submitted

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Relationship of CIP to the Master Plan:

RSA 674:7 mandates that the Planning Board "… shall review the recommendations of the Master Plan in relation to the proposed capital improvements program." Following is a table illustrating the direct relationship of CIP projects to the implementation of Master Plan goals and objectives.

Master Plan Goal/Policy/Objective	CIP Project
The Vision of Greenfield Maintaining public facilities and town services helps to carry on the sense of pride residents feel for living in Greenfield.	**DPW** Vehicle replacement for public works department.
Traffic and Transportation Ensure long-range planning for the maintenance of all town roads and bridges. Establish standards of construction, maintenance and improvements that balance the need for safety on the highways with residents' concern for maintaining a rural atmosphere.	**Highway Department/Roads** Development of 10-12 year cyclical road repaving program.
Community Facilities Routinely analyze the need and opportunities for the future addition and/or expansion of municipal services and facilities with public input.	**Library** Climate management system enabling use of library as emergency management facility.
Community Facilities Ensure that residents of the Town of Greenfield have access to effective local services and facilities, and that administration of local government is responsive to the needs of the residents.	**Admin/Tax Collector & Town Clerk** New workspace for town administrative departments by reconfiguration of Town Office building.
General Policies Protect the health, safety, security and welfare of all inhabitants of Greenfield.	**Police & Fire Departments** Vehicle replacement for police and fire departments.
Traffic and Transportation Planning Strategies for Addressing Transportation Issues – A Capital Improvements Plan (CIP) that sets forth the planned capital expenditures over a six year period can also help to guide road development. In conjunction with a road policy, the CIP can set the schedule as well as the degree and type of road improvement.	**Highway Department/Roads** Inclusion of specific road improvements in the CIP.

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Recommendations:

1. Continue to promote and fund capital reserve accounts to smooth the financial impact on the Town and taxpayers.

2. Continue to sequence vehicle purchases for DPW, Fire and Police so that each department has only one payment at a time and/or capital reserves are adequate to fund the purchases.

3. Plan to include specific road repaving and reconstruction projects for a minimum six year span in order to comply with state mandated CIP requirements.

4. Create a subcommittee to study ways to make the recycling center at least self-sustaining. This should include ascertaining the feasibility of regionalizing all or part of the town's recycling activity.

5. Create a committee to study the long-term needs of the town for office space and resident confidentiality including the tax collector, town clerk, administration, etc. This committee should largely consist of town officials and employees who have a direct interest in this matter. Such recommendation could include renovation to existing facilities or new construction.

6. "Greenfield Village is as classic as a picture postcard. The Meeting House sits dramatically atop the hill watching over the Village at its feet and its former residents in the graveyard behind. The stately Maples march down the meeting house hill into the Village with the rigid formality of an old dance..." (Plan NH Greenfield Planning Charrette, 1997). This is as true today as it was then, and recognized loudly by residents in the Master Plan Vision development in 2012. The Planning Board feels that we must begin a major fund raising project to restore the Meeting House to its former glory. Patch work repairs will further contribute to its decay. Not only should the community appropriate funds into this project, but efforts should be made to pursue grants, private funding and any other source of resources to enhance and preserve this gem.

7. Perform a fiscal analysis of town and school district capital expenditures to develop a more complete understanding of the structure of local costs and revenues while also creating a capital spending history.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary - Summary

Department	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Police	$132,615	$6,438	$6,631	$13,893	$7,274	$14,743	$15,185	$7,692	$15,422	$7,725	$16,362	$111,365
Fire	$1,074,329	$23,264	$90,268	$92,975	$171,245	$159,204	$89,352	$137,133	$208,303	$188,789	$145,170	$1,305,703
Town Clerk	$10,000		$10,609									$10,609
Tax Collector	$5,000		$5,305									$5,305
Admin	$54,596	$22,500	$13,328	$7,171	$7,386	$7,607						$57,992
Library	$18,000		$19,098									$19,098
Highway - Roads	$1,398,443	$160,000	$160,000	$164,800	$125,000	$125,000	$125,000	$128,750	$132,613	$136,591	$140,689	$1,398,443
DPW - Facilities	$645,000		$51,277	$52,815	$54,400	$57,964	$59,703	$61,494	$63,339	$65,239	$67,196	$533,427
DPW - Vehicles	$1,180,000	$108,884	$156,148	$125,854	$84,608	$118,440	$121,994	$92,236	$95,003	$123,646	$91,078	$1,117,891
Recycling Center	$149,410	$13,455	$11,330	$19,096	$18,029	$22,460	$22,607	$20,298	$20,907	$13,935	$7,829	$169,946
Parks and Recreation												$0
Total	**$4,667,393**	**$334,541**	**$523,994**	**$476,604**	**$467,942**	**$505,418**	**$433,841**	**$447,603**	**$535,587**	**$535,925**	**$468,324**	**$4,729,778**

NOTES:
See notes on each department's spreadsheet.

Costs adjusted for an estimated 3% annual rate of inflation.

Inflation factors:	1.03	1.061	1.093	1.126	1.159	1.194	1.230	1.267	1.305	1.344

Vehicles purchased on a four-year or five-year lease-purchase plan adjusted for an estimated 6% annual rate of interest.

Year of lease:		1st	2nd	3rd	4th	5th
Multiplier:		1.000	1.060	1.124	1.191	1.262

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Police Department

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Cruiser 2 Replacement		C	$26,523	$6,438	$6,631	$6,830								$19,899
Cruiser 1 Replacement	1	N	$26,523			$7,063	$7,274	$7,493	$7,717					$29,547
Cruiser 2 Replacement	2	N	$26,523					$7,250	$7,468	$7,692	$7,922			$30,332
Cruiser 1 Replacement	3		$26,523								$7,500	$7,725	$7,957	$23,182
Cruiser 2 Replacement	4		$26,523										$8,405	$8,405
Total			**$132,615**	**$6,438**	**$6,631**	**$13,893**	**$7,274**	**$14,743**	**$15,185**	**$7,692**	**$15,422**	**$7,725**	**$16,362**	**$111,365**

NOTES: The CIP schedule for replacement of Police Cruisers is after five years of service. However, if the condition and maintenance of a cruiser warrants, an extension of the replacement timeframe is possible, if agreed upon by the Police Chief and Board of Selectmen. This should allow a spread of purchase cycle to be implemented if a cruiser remains in good condition. Police cruiser historical trends indicate typical usage of about 21,000 miles per year. Replacement of cruisers would therefore be necessary between 100,000 and 120,000 miles.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Fire Department

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
E-One 1985 Pumper	2	N	$250,000		$66,306	$68,295	$70,344	$72,454						$277,399
1977 Dodge Forestry Pick-up	8	D	$45,000	$11,588	$11,935	$12,293	$12,662							$48,478
1988 International Tanker	3	N	$175,000				$49,241	$50,718	$52,239	$53,807				$206,005
1989 Chevy Crew Cab w/ Utility & Rescue Equip	4	N	$79,000					$22,890	$23,577	$24,284	$25,013			$95,764
1988 Ford Rescue/Ambulance	6		$110,000							$45,100	$46,453	$47,847		$139,400
1999 Freightline Pumper	7		$290,000								$122,477	$126,151	$129,935	$378,563
Replace Extrication Equip	5	N	$23,303				$26,239							$26,239
Replace Turnout Gear	1	N	$102,026	$11,676	$12,027	$12,387	$12,759	$13,142	$13,536	$13,942	$14,360	$14,791	$15,235	$133,855
Total			**$1,074,329**	**$23,264**	**$90,268**	**$92,975**	**$171,245**	**$159,204**	**$89,352**	**$137,133**	**$208,303**	**$188,789**	**$145,170**	**$1,305,703**

NOTES: The E-One 1985 Pumper replaces the 1976 Ford Pumper.

Grant funding may cover 80% - 90% of the cost of the Dodge forestry P/U. Vehicle is currently state owned, but will purchase if funding becomes available.

Skid mount tank and pump replacement for the state owned forestry truck is slated for 2027.
However, if matching funds become available, purchase could be sooner.

Rescue One boat scheduled for replacement in 2025

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Town Clerk

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Fire Proof Cabinets	2	N	$10,000		$10,609									$10,609
New Workspace & Storage Area	1	D												
Total			**$10,000**		**$10,609**									**$10,609**

NOTES: The new workspace proposal has been deferred because more study is needed for reconfiguring offices for town administration. Until this study is completed, it is not possible to obtain a realistic estimate for any costs associated with the project. This study should commence in 2014 and involve input from all town administrative personnel. Reconfiguration of office space is needed for customer/resident privacy and confidentiality.

There appears to be sufficient storage space for the foreseeable future in the basement of the Town Office Building. Any additional storage containers or file cabinets can be proposed as needed. Relocation of records to the basement can be done by town DPW personnel.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Tax Collector

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
New Computer & Software	2	D	$5,000		$5,305									$5,305
Combine Tax Office with Clerk Office	1	D												
Total			**$5,000**		**$5,305**									**$5,305**

NOTES: The proposal for combining the tax office with the clerk's office is the same as described on the town clerk sheet.

Used computers should be considered for replacement of current computers.
New software may not be over $5,000 expense.
Computer hardware and software should be considered as operating costs, not capital expenditures. Software is not depreciable.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Administration

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Replace Old Furnace in Meeting House	1	U	$17,350	$17,871										$17,871
Replace Propane Stove & Water Heater	2	U	$5,000	$5,150										$5,150
Meeting House Oil Burner # 2	3	N	$6,000		$6,366									$6,366
Town Office Windows Upgrade	4	N	$26,246		$6,962	$7,171	$7,386	$7,607						$29,126
Total			**$54,596**	**$23,021**	**$13,328**	**$7,171**	**$7,386**	**$7,607**						**$58,513**

NOTES: Item # 1 dates from the 1940s. It provides heating to the basement and main floor of the Meeting House.

Propane stove replacement is needed as stove has pilot light with no electronic ignition.

Item # 3 dates from the 1970s and provides heat to the upper floor sanctuary.

Item # 4 price is not firm. A requote is needed. This may be eligible for LCHIP funding since building is on State Historic Register.

Items 1-3 may be funded all or in part by withdrawals from the Capital Reserve fund.

Proposal for care of the maple garden outside the Meeting House, estimated at $20,000, is not included in the CIP as this is not a depreciable item.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Library

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Climate Management System	1	N	$18,000		$19,098									$19,098
Total			**$18,000**		**$19,098**									**$19,098**

NOTES: This item will be 1/3 funded by SML Board of Trustees and Friends of the Library fund-raising efforts, 1/3 by federal, state or independent grants and 1/3 from tax revenue. It is possible that grant funding may be greater than originally anticipated.

The project will result in lowered operating costs with a projected 5 year payback.

Installation of the proposed system will enable the library to play a role in emergency management. SML could be used as a heating and cooling station, enabling the Town Office to continue normal business operations and freeing the Fire Department facility. The potential emergency management aspect of the library is key to obtaining maximum grant funding.

Library trustees scheduled this project for 2016, the Planning Board supports moving the project year forward to 2015, if feasible.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Highway Department / Roads

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Old Bennington Rd.	1	N	$160,000	$160,000										$160,000
Knotwood Dr. & Longwood Dr.	2	N	$160,000		$160,000									$160,000
Russell Station Rd. & East Rd.(portion)	3	N	$164,800			$164,800								$164,800
TBD			$913,643				$125,000	$125,000	$125,000	$128,750	$132,613	$136,591	$140,689	$913,643
														$0
														$0
														$0
Total			**$1,398,443**	**$160,000**	**$160,000**	**$164,800**	**$125,000**	**$125,000**	**$125,000**	**$128,750**	**$132,613**	**$136,591**	**$140,689**	**$1,398,443**

NOTES: The roads listed above are the beginning of a proposed 10 - 12 year program of cyclical road repaving. All paved roads should be repaved once during this cycle. A similar plan for the town's dirt roads is currently being formulated by the Roads Committee, DPW, and the Board of Selectmen.
The dirt roads plan will address the issue of gradual increase of road width over time, and should also address ditching and the clearing of culverts.
At this time, all work on unpaved roads is part of the DPW operating budget, not the CIP.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - DPW / Facilities

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Salt & Sand Storage Building	1	N	$145,000		$51,277	$52,815	$54,400							$158,492
New DPW Garage	2	N	$500,000					$57,964	$59,703	$61,494	$63,339	$65,239	$67,196	$374,935
Total			**$645,000**	**$0**	**$51,277**	**$52,815**	**$54,400**	**$57,964**	**$59,703**	**$61,494**	**$63,339**	**$65,239**	**$67,196**	**$533,427**

NOTES: The existing salt & sand storage shed is not in compliance with NH DES standards. Compliance deadline has been extended indefinitely by the state because of the recent poor economic conditions. The new building is planned to be built at the site of the new DPW garage.

The new DPW garage is planned to be constructed on the lot just north of the Greenvale Cemetery on Forest Road. The last payment for the garage construction would be in 2027. The Planning Board recommends that a detailed cost/benefits analysis of this proposal be generated and reviewed, with a subsequent public discussion.

It is not known at this time whether construction of the new DPW garage would require a bond. If so, the yearly totals for this project would increase by 6% per year, not 3% as is shown in the table above.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - DPW / Vehicles

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Tandem Dump(10 Wheeler) w/ Plow		C	$195,000	$25,926	$26,704	$27,505	$28,330	$29,180	$30,056					$167,701
Replace 2012 F-250 Pick-Up	7		$25,000									$32,625	$33,604	$66,229
Dump (6 Wheeler)	4	N	$150,000		$31,830	$32,785	$33,768	$34,782	$35,825					$168,990
Replace 2007 F-550 Dump Truck	2	U	$90,000	$30,900	$31,827	$32,782								$95,509
2007 F550		C	$90,000	$18,556	$19,680									$38,236
2009 Backhoe 4WHD	6		$140,000							$34,440	$35,473	$29,705	$30,596	$130,214
2007 Cat 920 Loader		C	$135,000	$33,502	$35,498									$69,000
Replace Loader	5	N	$135,000					$31,293	$32,232	$33,199	$34,195	$35,221		$166,140
Replace Grader	1	U	$200,000			$21,855	$22,510	$23,185	$23,881	$24,597	$25,335	$26,095	$26,878	$194,336
Trackless Municipal Tractor	3	D	$20,000		$10,609	$10,927								$21,536
Total			**$1,180,000**	**$108,884**	**$156,148**	**$125,854**	**$84,608**	**$118,440**	**$121,994**	**$92,236**	**$95,003**	**$123,646**	**$91,078**	**$1,117,891**

NOTES: 10 Wheeler was replaced in 2013.

The DPW and Board of Selectmen have decided to have more frequent replacement of vehicles to benefit from higher trade-in value (sell at cost). Prior to purchasing new equipment, the town must be assured that buyers exist for the used equipment. This plan would result in lowered maintenance costs.

A used trackless MT or a reasonable substitute should be investigated as there is limited sidewalk space in town.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Recycling Center

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
2 yd. Compactor & 42 yd. Box	1	D	$28,455	$13,455	$5,150	$5,304	$5,464							$29,373
Front & Rear Overhangs	2	D	$15,000		$6,180	$3,183	$3,278	$3,377						$16,018
50 yd. Container & 30 yd. Box	3	D	$17,500			$10,609	$2,731	$2,814	$2,899					$19,053
Loading dock	4	D	$30,000				$6,556	$6,753	$6,956	$7,164	$7,379			$34,808
Compactor & Box	5	D	$28,455					$9,516	$5,796	$5,970	$6,149	$6,334		$33,765
Horizontal / Vertical Baler	6		$30,000						$6,956	$7,164	$7,379	$7,601	$7,829	$36,929
Total			**$149,410**	**$13,455**	**$11,330**	**$19,096**	**$18,029**	**$22,460**	**$22,607**	**$20,298**	**$20,907**	**$13,935**	**$7,829**	**$169,946**

NOTES: Used materials for items # 1, # 3, and # 5 should be considered.

All proposals are deferred because more research is needed to ascertain the benefits of such projects.
An EDAC subcommittee may be formed to study ways the recycling center can be at least self sustaining. This could involve possible regionalization of recycling activity by partnering with adjacent towns. Conversion costs would need to be determined for any regionalization plan.

The Recycling Center might be relocated to the current site of the DPW if the new DPW garage is built. (see DPW/Facilities sheet)
The town is reluctant to support capital projects for recycling until relocation status is definitely known.
In the interim, it is suggested that skid steers and DPW equipment be used during hours of operation as these cost less to operate.

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CIP Data for 2014 - 2023 as of 9/23/13 - Urgent+Committed+Necessary+Deferred - Parks & Recreation Department

Project	Dep't Priority	PB Priority	Est. Cost in Today's $	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
														$0
														$0
														$0
														$0
														$0
Total			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

NOTES: A study committee for Parks & Recreation is suggested with the aim of hiring a part-time activities person. The committee and new hire could propose some future capital expenditures for this area. This action is supported by Master Plan Vision Statement # 5 and comments from the Community Conversation on 9/14/13.

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ConVal School District CIP:

Planning boards or CIP committees are required to make determinations of capital facility needs in association with all affected agencies and departments. This includes requisite communication with the school board when preparing a CIP, as mandated in RSA 674:7, I.

For purposes of the ConVal Strategic Plan, expenditures are defined as having a **cost threshold of $20,000** or more (though some items that cost less than $20,000 may be included, particularly those concerning curriculum and facilities), and a useful life of at least 5 years. Eligible items may include new buildings, renovations, equipment, studies, curriculum materials or significant staffing changes. Operating expenses are not included; neither are costs for maintenance or repair, unless the scope of a project significantly changes current configurations.

Greenfield Elementary School Capital Improvement Plan

Proposed Capital Expenditures

Item & Year	Priority	2013	2014	2015	2016	2017	2018	Total
Building Controls	3		$11,000					$11,000
Flooring	2	$8,000		$8,000		$8,000		$24,000
Parking Lot Sealing/Paving	3			$11,000		$19,000	$13,000	$43,000
Mechanical	3							$0
Generator	1				$24,000			$24,000
Roof	1							$0
TOTAL PROPOSED EXPENSES		**$8,000**	**$11,000**	**$19,000**	**$24,000**	**$27,000**	**$13,000**	**$102,000**

The preceding spreadsheet is provided for reference purposes only. It contains all proposed capital improvements for the Greenfield Elementary School, the only school district property located within the Town of Greenfield.

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Summary Capital Spreadsheet

ConVal School District Capital Improvement Plan

Proposed Capital Expenditures

Item & Year	2013	2014	2015	2016	2017	2018	Total
Antrim ES	$0.00	$15,000.00	$27,000.00	$12,000.00	$15,000.00	$15,000.00	$84,000.00
Bennington ES	$8,000.00	$5,000.00	$20,000.00	$0.00	$21,000.00	$0.00	$54,000.00
Dublin CS	$8,000.00	$19,000.00	$67,000.00	$19,000.00	$8,000.00	$30,000.00	$151,000.00
Francestown ES	$0.00	$8,000.00	$10,000.00	$32,000.00	$19,000.00	$21,000.00	$90,000.00
Greenfield ES	$8,000.00	$11,000.00	$19,000.00	$24,000.00	$27,000.00	$13,000.00	$102,000.00
Hancock ES	$0.00	$18,800.00	$18,000.00	$11,000.00	$32,000.00	$13,000.00	$92,800.00
Peterborough ES	$5,100.00	$86,000.00	$44,500.00	$43,000.00	$14,000.00	$66,000.00	$258,600.00
Temple ES	$0.00	$29,000.00	$32,000.00	$19,000.00	$8,000.00	$13,000.00	$101,000.00
Great Brook School	$15,000.00	$60,000.00	$45,400.00	$68,000.00	$33,000.00	$33,000.00	$254,400.00
South Meadow School	$15,000.00	$158,600.00	$60,400.00	$42,000.00	$95,000.00	$15,000.00	$386,000.00
ConVal HS	$837,909.00	$361,000.00	$55,000.00	$57,000.00	$111,000.00	$57,000.00	$1,478,909.00
TOTAL PROPOSED EXPENSES	**$897,009**	**$771,400**	**$398,300**	**$327,000**	**$383,000**	**$276,000**	**$3,052,709**

This spreadsheet is the summary of all proposed capital project expenditures involving improvements to facilities in the ConVal school district for the years 2013-2018. As of the time of the compilation of this Greenfield CIP document, school officials are currently working on an update of the school district CIP. The information included here is the most up to date data available at this time. For more detailed information of specific capital project proposals for the ConVal school district, including project priority rankings, consult the Contoocook Valley School District Strategic Plan 2013-2018, available from the office of the ConVal Business Administrator.

The following spreadsheets contain a summary of all proposed capital expenditures for the period of the school district CIP and projected bonded indebtedness payments for the same time period.

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ConVal School District Capital Improvement Plan							
Item & Year	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**Total**
Building Controls	$0.00	$26,000.00	$121,300.00	$0.00	$0.00	$0.00	$147,300.00
Parking Lots/Paving	$250,000.00	$51,700.00	$48,000.00	$0.00	$19,000.00	$52,000.00	$420,700.00
Life Safety	$374,000.00	$0.00	$0.00	$0.00	$0.00		$374,000.00
Mechanical	$0.00	$141,000.00	$19,000.00	$65,000.00	$47,000.00	$67,000.00	$339,000.00
AHU/Ventilation	$119,081.00	$176,900.00	$30,000.00	$46,000.00	$15,000.00	$15,000.00	$401,981.00
Structural	$114,100.00	$175,800.00	$124,000.00	$149,000.00	$278,000.00	$129,000.00	$969,900.00
Equipment	$119,081.00	$199,900.00	$78,000.00	$78,000.00	$39,000.00	$15,000.00	$528,981.00
Infrastructure	$0.00	$40,000.00	$0.00	$0.00	$0.00	$0.00	$40,000.00
Technology	$587,760.00	$865,087.00	$765,834.00	$781,309.00	$797,250.00	$813,665.00	$4,610,905.00
Athletics/Fields	$27,000.00	$88,000.00	$0.00	$0.00	$0.00	$0.00	$115,000.00
Curriculum	$178,721.00	$275,000.00	$325,000.00	$475,000.00	$450,000.00	$375,000.00	$2,078,721.00
Professional Development	$65,137.00	$85,000.00	$80,000.00	$65,000.00	$65,000.00	$65,000.00	$425,137.00
TOTAL PROPOSED EXPENSES	**$1,834,880**	**$2,124,387**	**$1,591,134**	**$1,659,309**	**$1,710,250**	**$1,531,665**	**$10,451,625**

Debt Service and Capital Asset Schedules							
Item & Year	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**Total**
Principal	$986,751	$400,000	$400,000	$400,000	$400,000	$400,000	$2,986,751
Interest	$536,908	$50,000	$50,000	$50,000	$50,000	$50,000	$786,908
Total	**$1,523,659**	**$450,000**	**$450,000**	**$450,000**	**$450,000**	**$450,000**	**$3,773,659**

The Debt Service Schedule above represents the amount for **debt service schedules currently in place. Schedules for 2014 and beyond are estimates for the $4M issued in 2012 as a ten year note.**

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Town Share of the District Assessment:

The ConVal Articles of Agreement dictate that the towns that make up the ConVal District pay their share of the District assessment according to a formula: 50% of a town's share is based on that town's share of the total average daily membership (ADM) and 50% is based on that town's share of the total equalized property valuation.

"Average daily membership" (ADM) is the number of days a student (who attends school) is a resident of a particular town.

"Equalized property valuation" is the value of a town's property as determined by the New Hampshire Department of Revenue. The formula uses the assessed value of property and an "equalization" ratio.

Based on the above formula, each bears a percentage of the total due for school taxes.

Further, the assessment of each town is affected by the amount of that town's Adequacy Grant. Adequacy is the amount needed per student to provide an "adequate" education as determined by the State. The base figure per student is $3450 and the total due each town is based on the number of students in residence for that town (the ADM). Additional dollars per student may be added based on poverty level, special education needs, and other factors.

Once the total amount per town has been calculated by the New Hampshire Department of Education, that amount would be applied towards that town's share of the total District assessment.

It is important to note that all of these numbers can change from year to year.

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TOWN	SHARE OF NDA
ANTRIM	9.64%
BENNINGTON	4.82%
DUBLIN	11.58%
FRANCESTOWN	9.16%
GREENFIELD	7.22%
HANCOCK	11.16%
PETERBOROUGH	36.11%
SHARON	2.23%
TEMPLE	8.08%
	100.00%

As shown in the table above, Greenfield's current share of the school district assessment is 7.22%.

Projected Town Payments for School District Capital Projects (using current town % DA)

CIP Expenditure	2014	2015	2016	2017	2018	Total
ConVal CIP	$2,124,387	$1,591,134	$1,659,309	$1,710,250	$1,531,665	$8,616,745
ConVal Debt Service	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000
Greenfield NDA	$185,871	$147,370	$152,292	$155,970	$143,076	$784,579

The Greenfield NDA in the table above is 7.22% of the sum of the ConVal CIP and ConVal debt service.

Projected Costs of Capital Projects (Town + School District)

CIP Expenditure	2014	2015	2016	2017	2018	Total
Greenfield NDA	$185,871	$147,370	$152,292	$155,970	$143,076	$784,579
Greenfield CIP	$334,541	$523,994	$476,604	$467,942	$505,418	$2,308,499
Total	**$520,412**	**$671,364**	**$628,896**	**$623,912**	**$648,494**	**$3,093,078**

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