



**TOWN OF MOULTONBOROUGH
CAPITAL IMPROVEMENTS PROGRAM
COMMITTEE (CIPC)**

FY27 Recommendations

October 20, 2025

Town and Library



TOWN OF MOULTONBOROUGH

CAPITAL IMPROVEMENTS PROGRAM

COMMITTEE (CIPC)

TO: Board of Selectmen
FROM: Frederick Van Magness, CIPC Chairman
RE: Capital Improvements Program (CIP)
DATE: October 20, 2025

In keeping with the mission of the Capital Improvements Program Committee (CIPC) to plan for the orderly implementation and financing of a program of capital improvements in a manner that meets the needs of the Town and minimizes fluctuations of the tax rate and the impact thereon upon the taxpayers, the Committee hereby submits for your consideration our proposed Capital Improvements Program Report for Fiscal Years 2027. Not unexpectedly, significant capital expenditures were proposed by the Town's Departments. While it has been challenging to decide how best to prioritize projects while keeping the impact on tax rates steady, the CIPC this year implemented a 10 year planning process for major capital intensive areas, namely DPW Equipment, Fire Equipment, Municipal Building Maintenance, and Library Maintenance. We believe this expansion in long range planning will lead to a more stabilized long term tax rate. For the Fiscal Year 2027 (July 2026-June 2027) town/library requested 28 capital projects totaling \$3,909,000, including 8 specific additions to Capital Reserve Accounts either requested by the departments or forecasted by the CIPC totaling \$1,787,000. While this report cannot reflect all the individual views of the committee members, the collective evaluation of these projects is summarized below.

Twenty Six of the 28 town projects submitted for consideration by the CIPC this year have been deemed to meet the criteria of Priority 1-3 recommended projects. The committee classified eight projects as Priority 1 - Urgent (cannot be delayed; needed immediately for health and safety); fourteen projects as Priority 2 - Necessary (to maintain basic level & quality of services); and four projects as Priority 3 – Desirable (to improve quality or level of service). The CIPC recommends some or all of twenty one projects; 5 projects have been purposely deferred from a cash flow perspective to outer years. Two projects have been ranked as Priority 4 Deferrable (can be placed on hold but support community needs). 5 projects, while ranked and potentially viable projects, will need further review and are not recommended for FY27. As previously noted, the CIPC does not recommend at this time 5 of the proposed projects (Priority 3 / 4): DPW Truck Wash Hydro-Blaster facility costing \$540K / Maintenance Bay expansion \$500K, Cemetery Columbarium \$150K, Function Hall Parking Lot \$125K, replacement of DPW Dump Truck Trk9 \$200K and Transfer Station Compactor Area Reconstruction \$200K but eventually adding **\$1.3M** of additional fund need. These projects will need further review and justification in future years.

The gross sum of all recommended FY27 projects is \$2,962,000, and includes substantial additions (\$1,740,000) to seven Capital Reserve funds (\$100,000 for the Library Building CR159, \$150,000 for the Fire Fighting Fund CR106, \$350,000 to DPW Equipment Fund CR102, \$840,000 to Roads Improvement Fund CR156, \$50,000 to Police Cruiser Fund CR160, \$50,000 to Milfoil Fund CR140, and \$200,000 for the Municipal Building CR104). A portion of approved project cost is recommended from taxation (\$2,075,000), with remaining funding coming from capital reserves (\$608K), grants (\$160K), or a partial deferral in roads

budget (\$117K). The CIPC plan does involve putting a flat consistent amount over a number of years into various capital reserve account and then taking some of the FY27 contribution out to fund a capital item. However, this is consistent with what we are trying to do.....annual fund accounts at a level amount and subsequently use them to fund projects. You will note that for FY27 the CIPC is recommending returning to the prior practice of funding **Roads Improvements** through a previously established Capital Reserve Fund (CR156)...i.e: expendable trust fund...rather than through an annual budget line item. All projects submitted have been deemed to have a tie-in to the Master Plan. The estimated tax impact of the recommended town / library capital items is **\$0.28 / 1000 valuation vs. \$0.34 last year**, assuming a 5% growth (guess) in property assessed valuations for FY27. **A change of +/- \$73.000 will result in a \$0.01 tax rate impact.**

We began the CIP process this year on September 18, 2025. In several meetings, the Committee met with department leaders to learn from their project presentations and to ask pertinent questions on the 28 submitted projects. In addition, the CIPC, for the first time that anyone can recall, conducted on-site field reviews of projects for the Library, Fire, Police, DPW, and Schools that we found very valuable to evaluate requested and future projects. The FY27 proposed projects, described in further detail within this report, are compared on a ranking compilation matrix by assigning priority codes for classification purposes, and recommended funding sources are identified for your consideration. The CIPC slightly reduced the DPW request for the FY27 annual road projects appropriation from taxation to \$840K and recommends using the \$183K currently in the Road Improvement CR156 fund plus an estimated \$160K from the NH Highway Block Grant for total funding of \$1.18M vs the \$1.3M requested.

The CIPC has continued its review of Capital Reserve Funds (CRF) where the future need for keeping some of these funds in reserve is questionable. As part of our report, we identify three CR's that the Board should seriously consider eliminating as part of the FY27 Warrant and one potential based on BOS review.

The last item we want to recommend is that Board seriously consider a roof over the multi purpose / pavilion facility (former ice rink) at Kraine Meadow. While this is a potential project for either FY27 or FY28, we believe a final decision should be made one way or another. First, the current surface is in very poor shape from water infiltration, debris, etc. This deterioration has reduced the use of the site dramatically, essentially for only 10 +/- weeks a year for ice skating. The CIPC has been advised that the facility use can be expanded dramatically in a community that values recreation opportunities and Recreation must come forward to the Board of Selectmen with a detailed plan of uses to justify spending \$900K on a roof. In discussion with the SAU Superintendent during our recent tour, he also indicated that a roof would be a benefit to school programs if it were to be built. It will be important for the board to get a strong sense from the community at large before any decision is made, as there is not consensus on this costly project. Regardless of whether a potential warrant article for the roof is proposed, we believe the following plan should be implemented via warrant articles where necessary at the FY27 town meeting. First, utilize \$250K from the Dr. Richard Ames Fund TF119 to develop the Pathway Phase III project...essentially the same amount of money currently planned from Pathway Phase III CR158. We believe the intent of TF119 would allow this use (BOS must clarify with estate) and still leave some \$35K of funds for further long term maintenance of the pathway. Second, repurpose +/- \$245K Pathway Phase III funds to the Municipal Building Fund CR104. Thirdly, after a detailed review of programs and community input, determine if a warrant article should be presented for \$650K to BOND the entire roof project for a 5 year period with concurrently using \$250K from CR104. This allows use of funds (TF119) that may be essentially untouched for many many years. Annual bonding cost is approximately \$140K per year over 5 years.

Looking ahead, the community will continue to have sizable previously not identified capital needs in the coming years. A study to consider expansion of the Waste Management Facility is now complete and the CIPC recommends any financing of this project be covered by bonding. Before the CIPC can recommend this project, we believe that the scope needs further modification and that any future capital request be financed through bonding and therefore has not included any first year payment costs in the current recommended plan pending approval at Town Meeting.

The CIPC strongly encourages the Board of Selectmen to establish an ongoing ad hoc multi-discipline **Advisory Building Committee** with engineering technical expertise to evaluate and provide recommendations for both the Transfer Station project as well as other building needs in the future. Doing this would dovetail nicely with the planned work on the Community Facilities chapter of the Master Plan in the coming year. All of this will need to be blended along with significant replacements of various DPW vehicles and equipment, ongoing building improvements, and further SAU45 capital needs for school improvements and renovations, of which the next Tranche #3 is planned for FY30 (+/- \$7.6M) with first year tax impact potentially in FY31 that could double the annual SAU bond financing costs. There is a potential plan to partially mitigate a huge Tranche #3 project by splitting the needs into smaller projects, but this is still to be determined. We have encouraged the SAU to begin annual funding increments to their capital reserve to minimize or eliminate any future bonding or adverse tax rate impact, similar to what is being done on the town side. These significant future potential costs will challenge attempts to maintain a stabilized capital portion of the tax rate and further accentuate the need for solid long range capital planning. While the CIPC has historically focused the majority of time on current projects, we have begun a much more intensive look at future needs on a department by department basis, including on-site field visits, particularly in advance of the SAU Tranche #3 requirements. We are also recommending solid annual contributions to various Capital Reserve accounts, both for the town and SAU, so that money for major items is available without spikes to the tax rate.

We want to highlight that the SAU45 team continues to be an important part of the overall long range Moultonborough capital planning process and we thank them for their continuing open and proactive participation! Together we can make this vital long range capital planning program effective for taxpayers.

The CIPC thanks our dedicated Department leaders who made presentations of their projects and provided additional information as requested by the committee. We had outstanding help and cooperation from the Fire, Police, DPW, Library Director and Trustees, and Recreation Department heads in providing plans and responses to help make the process a win-win for all involved. Thanks also to our ex-officio members, Interim Town Planner Bruce Woodruff, Town Finance Director Andrea Picard, Town Administrator Angela Bovill, and Alanna Schiller, Admin. Assistant, for all their ongoing and unwavering help, counsel, and support. And last but not least, the CIPC team was really laser focused and deliberative in their review and decision making process that made the planning very efficient. This was truly a team effort and Moultonborough is blessed to have such a capable group of volunteers !!!

Capital Improvements Program Committee:

Frederick Van Magness Chair
Cody Gray Member

Community At-Large
Community At-Large

Chuck McGee	Member	Board of Selectmen
Mary Phillips	Member & Clerk	Advisory Budget Committee
Peter Claypoole	Member	Planning Board

PROPOSED CAPITAL PROJECTS FOR FY2026 OVERVIEW & COMMENTS

Below is an overview of the recommended projects by department with a brief description, the proposed project cost, priority code, and recommended funding sources from the Capital Improvement Program Committee. The Priority Definitions are broken down as follows:

- 1 - Urgent (cannot be delayed; needed immediately for health & safety)
- 2 - Necessary (needed within 3 years to maintain basic level & quality of service)
- 3 - Desirable (needed within 4-6 years to improve quality or level of service)
- 4 - Deferrable (can be placed on hold until after the 6-year scope of current CIP, but supports community needs)
- 5 - Premature (needs more research, planning & coordination)
- 6 - Prior Approved Capital Expense (lease/bond payment)

Department of Public Works & Facilities

Project Title: **Department of Public Works – Road Projects**

Project Cost: \$1,300,000

Rank: **2**

Recommended Funding: **Taxation \$840,000, \$160,000 Highway Block Grant, \$183,000 CR156 Roads Improvement, Defer \$117,000**

Description: Of the total requested, \$1.25 million would be used for asphalt overlays and \$72,300 would be used for pavement preservation and maintenance. Based on a request from CIPC last year, DPW is working with a vendor Street Scan to update the road service management program, which determines the schedule for maintenance. Chris said we are one year away from all the town roads having been reclaimed or reconstructed in the past 10 years. After next season, the road program will be purely for preservation, a significant achievement. For the current fiscal year, the approved road funding is \$1.183 million, including the approximate \$160,000 state highway grant.

Project Title: **Department of Public Works – 47K GVW Dump Truck w/plow, sander, wing (Trk#9)**

Project Cost: \$200,000

Rank: **2**

Recommended Funding: **Defer replacement to FY28**

Description: The vehicle is used throughout the year. During winter operations, these trucks are used for plowing, sanding, and maintaining winter access on all Town roads for emergency access as well as maintaining safe travel routes. At other times of the year, the truck is used for loading and hauling materials to/from road maintenance projects, including roadway grading, ditching, and culvert work. The vehicle dates to 2014 and mileage of 75,000. It had no out of service days in the past year. Chris gives this a Priority No. 2 rating and has indicated it can be pushed a year if necessary.

Project Title: **Department of Public Works – 5500 Platform Bucket Truck (Trk#20)**

Project Cost: \$150,000

Rank: **3**

Recommended Funding: **Taxation \$100,000, CR102 DPW Equipment \$50,000**

Description: The vehicle is a 2007 model, for which the manufacturer no longer provides parts. The truck is used for placing flags, banners, and Christmas wreaths, and for tree trimming for roadside maintenance. The estimated useful life of a new truck is 15 years and this truck is 18 years old and was not bought new. Repair costs were \$11,000 last year. Chris gives this a Priority No. 1 rating. The CIPC thought long and hard as to whether to replace this truck in FY27 given the \$11,000 of repair costs recently incurred. While annual mileage has been relatively low, obtaining replacement parts for a 18 year old specialty boom lift is becoming nearly impossible. The DPW makes the case that annual mileage of approximated +/- 1600 miles per year is not a good indicator of actual vehicle usage. By the time a replacement truck comes on-line, this vehicle will approach 20 year of age. There is no simple set of metrics to justify replacement of a vehicle that often is performing work while stationary and not accumulating miles. And of course, any failure could impact worker safety. The CIPC had a rigorous debate concerning replacing this vehicle and while there were 2-3 members who thought it reasonable to defer this item after learning late in the process about low annual mileage (as noted above, DPW indicates mileage is not a reasonable barometer of use), because it was the DPW's top #1 priority for replacement and DPW voluntarily elected to defer a 47K GVW dump truck (Trk#9 / priority 2) for another year just to replace this lift truck, we continue to include this replacement in the plan, albeit at hopefully a lesser cost than forecast.

Project Title: **Department of Public Works - Two (2) Zero Turn Lawnmowers**

Project Cost: \$ 24,000

Rank: **2**

Recommended Funding: **Taxation**

Description: The project would replace 2 mowers dating from 2019. The mowers are used daily in the spring, summer, and fall. It is the CIPC's belief that a detailed cost benefit study should be prepared, comparing outside contractors providing these landscaping services vs. in house and hold final funding until that is complete.

Project Title: **Department of Public Works – Highway Garage Maintenance Bay Expansion**

Project Cost: \$200,000

Rank: **4**

Recommended Funding: **Deferred**

Description: The DPW contemplated this project be accomplished with funding over the FY27-FY30 time frame to minimize annual impacts. The project consists of (1) adding two mechanic bays to the existing 4-bay maintenance garage (currently two mechanic bays and two for vehicle maintenance) @ \$260,000 and (2) the installation of a separate, self-contained equipment wash facility @ \$540,000. Chris indicated the truck wash and storage area might be able to extend the life of DPW vehicles by one or two years but could not point to

any definitive research. Under a separate project, the DPW Director noted that \$200,000 was approved at the March Town Meeting to construct a lean-to for storing DPW equipment and this project will happen during the current FY26 time frame. With the lean-to and the two extra bays, all equipment would be stored under cover. The CIPC voted to continue this project as there is still scant data to support the truck wash extending vehicle useful lives to justify spending \$540K. There is a labor cost to do the washing as well as potential disposal costs for chemicals and salt / brine residue that accumulates from the process. Concerning the maintenance bay expansion, there is no quantifiable financial benefit to expanding the maintenance bays, as the current bays appear adequate under most circumstances to handle work loads. With a potential cumulative impact of 10-12 cents on the tax rate with uncertain financial benefits, we believe this project should continue to be deferred.

Project Title: **Department of Public Works – WMF Compactor Area Surveying, Permitting, Engineering**

Project Cost: \$200,000

Rank: **3**

Recommended Funding: **Deferred to FY28 or beyond**

Description: This project would begin the implementation of two modified recommendations from the 2024 feasibility study conducted by CMA Engineers by providing the engineering, surveying, and permitting needed for construction in FY28. One of the feasibility study's recommendations was to "Relocate compactor area retaining wall and generator to create an additional compactor parking space and expanded exit lanes". The opinion of the DPW Department Head and Transfer Station Supervisor is that a larger project, including a complete relocation of the compactors, is necessary. Therefore, the proposed project would relocate the compactors, pushing them back about 50 feet from their current location to create more parking and drop-off space in front of the compactors to improve traffic flows, safety, and visibility. Depending on the engineering, the expansion could provide 2 or possibly more parking spaces. The project also calls for, as recommended by the feasibility study, the installation of a roof extending over the compactors and one lane of traffic. The roof would eliminate the need for staff to clear snow off the packer boxes and between them and provide some protection from the elements. According to DPW, this project is not their overall top priority nor is it a safety issue. The CIPC has rated this as a 3 and believes much more work is needed on the project, including a hard look at various traffic options from a time and motion study as there are limited / no financial benefits for the project. From a priority standpoint, we understand the need for some sort of roof structure over the packer boxes to reduce/eliminate the manual snow removal tasks and believe a smaller project could accomplish this objective. However, we are not in agreement concerning the relocation of the dumpsters. We believe that should this project be finally green-lighted by the BOS, that it should be a bonding article at Town Meeting in FY28 or beyond. We are not convinced this project is needed as planned.

Project Title: **Department of Public Works – Columbarium and Cremation Garden - Middle Neck Cemetery**

Project Cost: \$150,000

Rank: **3**

Recommended Funding: **Deferred**

Description: To address a growing shortage of burial space in Moultonborough, the project would create a cremation garden with two 64-niche columbaria for cremations at Middle Neck Cemetery. The project would free up space at Shannon Cemetery, the only town cemetery with any available space for full burials. The Friday, October 17, 2025 Heritage Commission has previously expressed concern about adding a contemporary columbarium to an historic cemetery. A detailed review of current grave availability is as follows: The only

burial space available for sale is in Shannon Cemetery. Currently there are 38 Cremation Only plots, 15 Double Burial plots, and 10 Single Burial plots available for sale. There is enough space in the cemetery for an additional 30 Double Burial plots. Total space available: 38 Cremation, 45 Double, 10 Single. As of Oct. 6th, the total cemetery plot sales for 2025, so far, are 7 double burial plots sold in Shannon Cemetery as well as 2 double burial plots and 3 single burial plots sold in Middleneck Cemetery. The total for 2025 to date is 9 double plots and 3 single burial plots. Total burials in 2025 to date: 11 Cremation, 3 Full Burials. For new cemetery layouts, i.e. Lees Mill 2-acre property, the estimate would be about 320, 8x10 double burial plots (about 160 plots/acre). For the Middleneck Cemetery hillside cremation-only area layout, we could fit approximately 135, 4x4 cremation-only plots outside of the area reserved for the columbarium. The CIPC believes that the Board should direct the DPW to begin the layout of this 2 acre plot as soon as possible as it will be needed soon. At the present time, there does not appear to be a reason to spend for a Columbarium.

Project Title: **WMF - 3 open top 40 yard Demolition Containers**

Project Cost: \$27,000

Rank: **3**

Recommended Funding: **Deferred / Cancelled**

Description: The project would involve purchasing larger DEMO containers to replace the existing 30-foot containers to minimize the number of pulls by Waste Management and reduce haulage fees. At the request of CIPC, the Transfer Sta. Supervisor contacted the vendor to see if they would provide the containers. The end result was they will charge the town a small monthly fee to supply the containers, resulting in a potential cost savings of approximately \$25,000 vs current costs and avoids spending \$27,000 to accomplish the savings. As a result, this project is cancelled. Great job by the Transfer Sta. Supervisor.

Project Title: **DPW - Paving Overlay / Parking Lot Expansion @ Function Hall**

Project Cost: \$125,000

Rank: **3**

Recommended Funding: **Deferred**

Description: This request is for expansion of the function hall parking lot. The repaving planned for 2023 was postponed. The lot would be rebuilt with a small expansion, one parking spot deep, on the side of the lot where the gazebo is located. The CIPC has deferred this project for one year until the potential CRUCON acquisition can be clarified.

Project Title: **Facilities - Flooring Replacement @ Town Hall and PSB**

Project Cost: \$55,000

Rank: **2**

Recommended Funding: **Municipal Building and Grounds CR104 \$55,000**

Description: The project would replace carpet at the Town Hall and police area of the PSB, and tile in the fire area of the PSB. This is exactly why funds are set aside in CR104

Project Title: **Municipal Building and Grounds Fund- CR104 Funding**

Project Cost: \$200,000

Rank: **2**

Recommended Funding: **Taxation \$200,000**

Description: The DPW has provided a long range 10 year plan for Municipal Building and Grounds needs. Based on that plan, we believe an annual contribution of \$200K during the ensuing 10 year period would provide adequate funds for future building and grounds improvements to preserve the long term viability of town facilities by ensuring that aging building infrastructure are continually upgraded.

Project Title: **DPW Equipment Fund - CR102 Funding**

Project Cost: \$350,000

Rank: **2**

Recommended Funding: **Taxation**

Description: The DPW has provided a long range 10 year plan for capital equipment needs. Based on that plan, we believe an annual contribution of \$350K during the ensuing 10 year period would provide adequate funds for future DPW equipment purchases that are continually upgraded. While this sum seems large, the cost to replace the DPW equipment is significant and making this large contribution will mitigate future fluctuations in the annual tax rate.

Fire Department

Project Title: **Fire Department – Replacement of Boat 2**

Project Cost: \$40,000

Rank: **1**

Recommended Funding: **Fire Equipment CR106 \$40,000**

Description: The replacement of Boat 2 is needed to replace a previously donated 1993 Wahoo in fair condition with a new technology Whaly Rescue Boat that provides easier capability to extract people from water rescue situations. The plan involves reusing the current 75HP Yamaha 4stroke outboard from the current boat. While the CIPC initially recommended using TF118 as a funding source, the Fire Chief, as the agent to expend from this fund, disagreed and has other planned uses for the TF118 funds. As a result, the funding is now recommended from the Fire Department Equipment Capital Reserve CR106.

Project Title: **Fire Department - Ambulance Contingency Fund # CR162**

Project Cost: \$47,000

Rank: **Not rated**

Recommended Funding: **Deferred / Cancelled**

Description: This Expendable Trust Fund was established in 2025 for the purpose of ensuring uninterrupted ambulance service due to unforeseen increases in costs in addition to the normal ambulance services contracted and appropriated for each year. These funds could be used in anticipation of certain legislation introduced by the NH Insurance Department which would shift a financial burden from insurance companies to taxpayers that is beyond what would have been budgeted in the current year appropriation. Since there is no pending or anticipated legislation, there is no need to increase this reserve. We will maintain this reserve for a few years to ensure there are no further adverse legislation initiatives.

Project Title: **Fire Department - Equipment Replacement - Capital Reserve Trust Fund # CR106**

Project Cost: \$150,000

Rank: **2**

Recommended Funding: **Taxation**

Description: The Fire Department has, for the first time at CIPC request, provided a long range 10 year plan for capital equipment needs. Based on that plan, we believe an annual contribution of \$150K during the ensuing 10 year period would provide adequate funds for future equipment replacements when such large items like Engine #4 and #1 need to be addressed 20 +/- years in the future.

Library

Project Title: **Library – Library Building Maintenance / Roof - Capital Reserve Trust Fund #CR159**

Project Cost: \$100,000

Rank: **2**

Recommended Funding: **Taxation**

Description: Library Trustees have requested annual Capital Reserve funding associated with the anticipated replacement of the library roof and other major building maintenance items. Capital Reserve Fund CR159 was established in 2021. Similar to the Fire Department, the CIPC requested a 10 year capital plan from the Trustees. Due to the fluctuating year to year Library needs, we believe that this \$100K funding level will be needed for FY27 and FY28, with the CIPC re-evaluating future needs thereafter. There will be a request from the Library Trustees for a modification of CR159 to allow computer replacements be included in the scope. We support that move as the replacement of computers happens every +/- 5 years and to help level tax rate impacts, it is felt that it would be better to handle this expense through CR159 rather than annual budgets. It should be of particular note, the Library data shows traffic in the 40,000 visits annually, making the preservation of this facility an important consideration, especially for the wear and tear of the patron traffic.

Project Title: **Library – Handicap Bathroom Renovations**

Project Cost: \$58,000

Rank: **2**

Recommended Funding: **Library Capital Reserve Fund CR159**

Description: The project would renovate the library's 4 restrooms to both update them and ensure they are handicapped accessible. The initial plan was to use a grant for the project, but a survey indicated that a higher priority for accessibility is accessibility to programs. The more extensive renovations would be in the older part of the library; consideration is being given to combining the two bathrooms in the old part of the library to have a single, handicapped-accessible restroom.

Project Title: **Library – Install Emergency Generator**

Project Cost: \$64,000

Rank: **2**

Recommended Funding: **Library Capital Reserve Fund CR159**

Description: The library currently does not have a generator and considers one necessary. The building could be a critical building in times of emergency. Many in the community also rely on the library's WiFi for internet access. The library has received two quotes; the cost of a pad is not included. The library will obtain estimates for the pad and any other ancillary expenses associated with a generator.

Project Title: **Library – Replace AC unit and Condenser in Old Building #1**

Project Cost: \$18,000

Rank: **2**

Recommended Funding: **Library Capital Reserve Fund CR159**

Description: All 6 of the library's AHU and condensers are being replaced. One is planned for FY27 and one in FY2028. By the end of this fiscal year (FY26), the other four will have been replaced, two with grant funding.

Police Department

Project Title: **Police Department – Replace Dispatch Radios (2)**

Project Cost: \$35,000

Rank: **1**

Recommended Funding: **CR120 - Police Communications Equip.**

Description: The project would purchase 2 replacement radios for the police dispatch center. The current radios have reached the end of their useful life and replacement parts are no longer available. These radios are utilized for all communications between the local dispatch center and police personnel when not using the County dispatch system and must be kept up to date and working. As these units are replaced, the current equipment will be redeployed to the Fire Department to replace even older equipment. Adequate funds are available in the Capital Reserve account to cover this purchase. However, from a long range planning aspect, we believe a modification to CR 120 should be made, redefining the use from Police only to all town departments with communications equipment. This move would allow for annual contributions to this reserve beginning in FY28 after detailed plans are available as to future needs, to minimize future tax rate implications.

Project Title: **Police Department – Cruiser Replacement (Replacing vehicles #162 and #171)**

Project Cost: \$180,000 for 2 units

Rank: **1**

Recommended Funding: **Taxation**

Description: Funding is requested to replace vehicles #162 and #171 with over 110,000 miles. Due to current high mileage and lead time for replacements, these vehicles will have over 125,000 miles before new cruisers arrive. It is important to keep the fleet current and with low mileage where possible and this is part of the annual turnover/replacement of these frontline vehicles.

Project Title: **Police Department – Drone**

Project Cost: \$17,500

Rank: **1**

Recommended Funding: **Taxation but continue to explore grants to offset costs**

Description: With advances in technology, the use of a drone by both the Police and Fire Departments will enhance search and rescue operations and potentially improve patient outcomes with faster responses by emergency personnel. Also, enhanced technology can improve police capability with respect to victim and criminal searches. This will be dual use between Police and Fire, including training, etc. After extensive research, the department has found a compatible alternative, made in USA, that substantially reduced the acquisition costs. While the CIPC is concerned with the unproven useful life of such products and advances in technology as well as replacement costs in future years, we understand there is a potential significant benefit to improving search and rescue patient outcomes and that the benefits to public safety outweigh the costs to provide this type of enhanced equipment. The CIPC also recommends that grants be applied for if available. Annual maintenance costs will be part of department operating budgets going forward.

Project Title: **Police Department – Equipment Capital Reserve Fund (CRF #160)**

Project Cost: \$50,000

Rank: **1**

Recommended Funding: **Taxation**

Description: This fund was established by the FY24 Town Meeting to provide funding for the purpose of purchasing, outfitting, repairing, and maintenance of police cruisers. During FY25, \$47K was used from this fund to complete the purchase of a cruiser damaged in an accident and where insurance money did not cover the full cost to replace. Therefore, the CIPC believes another one time infusion of cash to bring this fund back up to a stable \$100K is warranted and the fund should not be further expanded beyond the \$100K level.

Project Title: **Police Department – Shotgun Replacements (10)**

Project Cost: \$13,500

Rank: **2**

Recommended Funding: **Taxation**

Description: The existing equipment is old with one weapon (out of 10) out of service with questionable repair possible. However, 9 of the existing usable weapons are still serviceable, which makes this a difficult decision. There is also a concern with the fact that current inventory has two specific grip configurations that can be a problem with officer familiarity. The proposal includes only one grip configuration and improved targeting optics. Obviously officer protection is paramount. This proposal would provide weapons with the exact same configuration for all 9 vehicles plus one spare. Revenue from the sale of existing weapons is not included in the estimate, but potentially could be in the \$800-\$1000 range.

Recreation Department

Project Title: **Recreation Department - Tennis and Basketball Court Repairs - Kraine Meadow Park**

Project Cost: \$30,000

Rank: **2**

Recommended Funding: **Municipal Building and facilities Fund CR104**

Description: In 2017, a 5-year plan came to an end which was set up through the DPW Maintenance schedule. Since then, only minor repairs have happened. In FY27, the Rec. Department is seeking funds to repair the

wear and tear that has happened. After these repairs, a new 5-year plan will be adopted for maintenance as part of normal annual budgeted numbers. CR104 is a perfect use of funds.....maintaining a capital asset.

Milfoil

Project Title: **Milfoil Capital Reserve Fund (CR140)**

Project Cost: \$50,000

Rank: **1**

Recommended Funding: **Taxation**

Description: While the Milfoil Committee has budgeted expenses of \$75K, the CIPC is aware that CR140 has, in the current fund balance of \$207K as of September 2025, some \$47K of FY25 actual expenses that were not recovered from the Trustees in error, meaning the CR fund balance is higher by that \$47K. As a result and in an attempt to keep the Milfoil CR fund at a realistic level, we are recommending only a \$50K contribution be made this year to allow some reduction for the FY25 error.

Project Title: **Milfoil Annual Expenses**

Project Cost: \$75,000

Rank: **1**

Recommended Funding: **Milfoil Capital Reserve Fund CR140**

Description: Annual projected expenses estimated at \$75K. The Milfoil Committee has projected their funding needs from CR140 to amount to \$75,000 in Calendar Year 2026, not Fiscal Year 2027 as it is difficult for them to determine when costs will be paid for each annual program that encompassed two fiscal years. For example, CY26 expenses include items paid before July 1, 2026 (FY26) and some paid for July - December (FY27). Until a more detailed analysis of spending profiles can be made, we recommend a continuing \$75K expenditure from CR140.

Heritage Commission, Conservation Commission

No submissions for FY27.

Recommended Capital Reserve / Expendable Trust Funds for Closure

CR138 Communications Technology \$265K

Originally set up to receive funds from Franchise fees and then pay for remote installations where there was no cable service. With the advent of at least two additional fiber optic companies providing service to all residences, there is no longer a need for this fund. There has been no activity in three years as franchise fees no longer booked to this account. Recommend closure and transfer of remaining funds to Municipal Building Fund CR104.

CR112 Appraisal Fund \$0.0K

Fund not needed as Appraisal costs are now part of annual budget. Remaining funds will be spent during FY26, leaving a zero balance at year end.

CR126 Lees Mills Fund \$1.3K

Originally set up for the purpose of maintaining the docking facilities at Lee's Mills. The fund was favorably voted for discontinuance at the March 14, 2009 Town Meeting Article #13 but no subsequent action took place and the fund has therefore continued to exist. Balance is currently \$1.3K and too small for any useful purpose. Recommend closure and transfer of remaining funds to Municipal Building Fund CR104.

CR158 Pathway Phase III \$242K

Only if BOS decides to use funds from TF119 instead.

Summary

The CIPC worked efficiently this year to assess, deliberate, and rate the projects for the upcoming fiscal year. This year, in particular, the committee focused not only on project priorities but also cash flow needs to attempt to minimize annual tax rate fluctuations to the maximum extent possible in accordance with our charge. For the first time, Fire, DPW, Facilities, and Library provided a detailed 10 year plan on capital equipment needs. In addition, the CIPC conducted three separate site visits to examine all requested projects. This program has been improved significantly with communication with the department heads and the long term 10 year strategic planning of their future capital needs so that adverse tax rate implications can be effectively evaluated without last minute surprises. **And in some cases, the Board of Selectmen could be very helpful in advising department heads, if the BOS so chooses and agrees, that certain projects need to be sunset (such as the DPW truck wash, DPW maintenance facility expansion, or ice rink rink roof) and not keep coming back year after year for review, unless there is significant new or enhanced justification for their consideration.** The committee was also appreciative of the first time effort by DPW Facilities to prepare a detailed 10 year capital investment plan for all town facilities and by the Library Trustees for their building. Town buildings, such as Town Hall (approaching 30 years old) but including all town facilities, are aging and we are pleased to see comprehensive planning for replacement of various costly infrastructure items nearing the end of their useful life to modernize and extend the long term viability of these facilities. We very much look forward to engaging with the town staff and departments regarding projects that require significant time to program into capital planning.

Concerning Capital Reserve account closures, the committee believes three more should be closed due to inactivity and represents the second annual group of recommended closures. We are comfortable this will complete the process for the time being.

The CIPC recommends the Board of Selectmen review the attached summary funding sheet for information on recommended funding sources for each project.

Respectfully Submitted on behalf of the full Committee,

Frederick Van Magness, CIPC Chair

Suggested Motions:

Funding Certain Trust Funds:

To see if the Town will vote to raise and appropriate the sum of Nine Hundred and Forty Thousand Dollars (\$940,000) to additionally fund certain previously established Expendable Trust Funds (ETF's) as identified below in the amounts as set forth below:

Milfoil Control CR140	\$50,000
Police Cruiser CR160	\$50,000
Roads Improvement CR156	\$840,000

Funding Certain Capital Reserve Funds

To see if the Town will vote to raise and appropriate the sum of Seven Hundred Thousand Dollars (\$700,000) to additionally fund certain previously established Capital Reserve Funds CRF's) as identified below in the amounts as set forth below:

CR102 DPW Equipment	\$350,000
CR104 Municipal Building Maintenance	\$200,000
CR106 Fire Fighting Equipment	\$150,000

Funding The Library Capital Reserve Fund

To see if the Town will raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be placed in the Library Building Repairs and Maintenance Capital Reserve Fund (CR159)

Funding the FY27 Road Improvement Program

To see if the Town will vote to appropriate the sum of One Million One Hundred and Eighty Three Thousand Dollars (\$1,183,000) for a roads improvement program as generally illustrated below and to meet said appropriation from (a) a NH Department of Transportation Highway Block Grant of One Hundred Sixty Thousand Dollars (\$160,000) and (b) a withdrawal of One Million Twenty Three Thousand Dollars (\$1,023,000) from the Roads Improvement Fund (CR156).

Pavement Preservation.Maintenance	\$72,000
Far Echo at Neck Road	
Highway Garage Road	
Kona Farm Road	
Asphalt Overlays	\$1,111,000
Driftwood Drive	
Fox Hollow Road	

Red Hill Road
 Sawmill Way
 Severance Road
 Sheridan Road
 Victory Lane
 Wentworth Shores Road
 Winauke Road

Funding The FY27 Capital Improvement Program

To see if the Town will vote to appropriate the sum of Seven Hundred Sixty Thousand Dollars (\$760,000) for a program of Capital Improvements and Special Items as generally illustrated below and to meet said appropriation by raising Three Hundred Thirty Five Thousand Dollars (\$335,000) from taxation and the withdrawal of Four Hundred Twenty Five Thousand Dollars (\$425,000) from the various Capital Reserve Funds noted below:

Department	Item	\$'s	Funding Source
Police	Dispatch Radios	\$35,000	CR120
Police	Replace 2016 Cruiser Car162	\$90,000	Taxation
Police	Replace 2017 F150 Pickup Car 171	\$90,000	Taxation
Police	Replace 10 Shotguns	\$13,500	Taxation
Police	Public Safety Drone	\$17,500	Taxation
Fire	Replace Boat 2	\$40,000	CR106
DPW Bldgs/Grds.	Flooring Replacement @ Police/Town Hall	\$55,000	CR104
DPW	Replace Platform Bucket Truck Trk#20	\$150,000	Taxation \$100,000, CR102 \$50,000
DPW	Zero Turn Lawnmowers Replacement (2)	\$24,000	Taxation
Recreation	Tennis/Basketball Court Repairs Kraine Mead.	\$30,000	CR104
Milfoil	Annual Milfoil Control Expenses	\$75,000	CR140
Library	New Generator	\$64,000	CR159
Library	Bathroom Renovations	\$58,000	CR159
Library	AC unit and Condenser-Old Bldg #1	\$18,000	CR159

Amend Capital Reserve Fund

To see if the Town will vote to amend the Police Department Communication Equipment Fund (CR120), a Capital Reserve Fund created at the March 13, 2002 Town Meeting - Article 26 under the provisions of RSA 35:1 by striking the words "purchase of Police Department Communications Equipment" and replace with the words "purchase of Public Safety (DPW, Fire, Emergency Management, and Police) communications infrastructure and equipment, either thorough planned or emergency replacements, upgrades, and expansion of critical fixed and mobile radio, dispatch, data, and interoperability systems. Further, enabling the Town to add necessary equipment to existing and new communications towers to maintain reliable coverage, operational readiness, and public safety during both routine and emergency incidents" and rename the fund to "Town

Communication Equipment Fund” (CR120). Board of Selectmen to remain as Agents to Expend in accordance with RSA 31:32.

2/3rd’s vote required (RSA 35:16)

Discontinuance of Certain Capital Reserve Funds

To see if the Town will vote to discontinue the following Capital reserve Funds, as recommended by the Capital Improvement Planning Committee, with the amounts remaining as of June 30, 2026, together with any interest earned thereon as of said date, being transferred to the general fund.

CR122 Appraisal Fund

CR126 Lees Mills Fund

2/3rd’s vote required (RSA 35:16)

To see if the Town will vote to discontinue the following Capital Reserve Funds, as recommended by the Capital Improvement Planning Committee, with the amounts remaining as of June 30, 2026, together with any interest earned thereon as of said date, being transferred to the Municipal Building and Maintenance Fund CR104.

CR138 Communications Technology

CR159 ?????? Pathway Phase III....only if BOS votes to use TF119 Fund for Pathway

2/3rd’s vote required (RSA 35:16)

Distribution: Hard Copy (17)

Board of Selectmen (5)

Town Administrator

Town Finance Director

Interim Town Planner

Library Trustee Chair (2)

Town Clerk

Town Admin. Assistant

CIPC Chair and Clerk (2)

Extra (3)

Distribution: Via Email

Electronic - Department Leaders (5)...Fire, Police, DPW, Milfoil, Recreation

Electronic - Advisory Budget Committee via Chair

Electronic - Trustees of Trust Funds (4)

Electronic - CIPC Members (2)

