
Richmond Capital Budget and Program ‘2017 Capital Plan’

FY2017 through FY2022

(The municipality’s fiscal year runs from July 1 through June 30. FY2017 begins on July 1, 2016 and ends June 30, 2017.)

Public Hearing –TBD 7:30 PM

Adopted on by a majority of the Selectboard

Adoption Process Overview

Per Title 24, Section 4443, the Richmond Selectboard must present the proposed capital budget and program for public comment before adoption. Public notice included warning in the *Burlington Free Press* , posting a notice in three public locations on, and submitting of a copy of the proposed capital budget and program to both the Town Clerk and the Planning Commission.

The Planning Commission may submit comments on the proposed capital budget and capital program to the Selectboard prior to the public hearing. The Planning Commission provided comment on a draft at its meeting. After holding one or more public hearings, the Selectboard must reject or adopt the capital budget and program.

Adopted by a majority of the Richmond Selectboard, after a duly held public hearing on _____.

David Sander, Chair

Ellen Kane, Vice-Chair

Bard Hill, Member

Taylor Yeates, Member

Lincoln Bressor, Member

Received for record on this _____ day of _____, 2016.

Linda M. Parent, Town Clerk

CAPITAL BUDGET AND PROGRAM

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I. INTRODUCTION

Introduction to Vermont's Capital Budget and Program

The Vermont Planning and Development Act (24 V.S.A., Chapter 117) specifically authorizes municipalities with duly adopted municipal plans to adopt capital budgets and programs (§§ 4403, 4443). Capital budgets and programs allow municipalities to prioritize capital expenditures over a specific period of time. A municipal capital budget and program combines a one-year capital budget for the upcoming fiscal year and a five-year capital program (or schedule of investments). The capital budget lists the capital projects to be undertaken during the coming fiscal year, the estimated cost thereof, and the proposed method of financing. It should match exactly those capital projects that are included in the annual budget prepared by the Selectboard and presented for approval by the voters at Town Meeting Day. The capital program is a plan containing capital projects, costs, and methods of financing for each of the next five years. It is a working document intended to provide guidance for a town's future decisions on capital projects.

Chapter 117 also spells out the required content of a capital budget and program (§4430). *[See II. Definitions for a list of the capital budget and capital plan elements.]* The capital budget and program must be arranged to indicate the order of priority for each capital project and to state a description of the proposed project, the estimated total cost of the project, and the proposed method of financing, indicating the amount proposed to be financed by direct budgetary appropriation or duly established reserve funds, by federal or state governments, by impact fees, by type(s) of obligations, together with the period of probable usefulness for which obligations are proposed to be issued. The capital budget and program must also provide an estimate of the effect, if any, on operating costs of the municipality.

All recommended capital budget or capital program items must conform to the municipal plan -- with utility and facility elements as required. The Planning Commission is encouraged to submit recommendations annually to the Selectboard for the capital budget and program and to submit a report to the Selectboard prior to the public hearing for the updated capital budget and program.

Overview of Richmond's Capital Budget and Program

The Richmond Capital Budget and Program represents a plan of action for the Town and School that furthers the goals of the Richmond Town Plan, assuring that the capital needs of the town are met today and in years ahead. The plan prepares for the future by making certain that our current stock of public facilities will be renewed through updating and modernization and those new facilities for enhanced public service delivery will be available when they are needed.

The Capital Budget and Program is a method for organizing the capital needs of Richmond into a plan for meeting those needs over a six-year period. The Capital Budget and Program sets forth the essential facilities and service mechanisms necessary to support future growth and development and to service the existing population. In assembling the Capital Budget and Program, the goal was not merely to recommend purchasing a truck or repaving a road, but rather to give careful consideration to planning how these capital projects will fit into Richmond's plans for growth and the provision of public facilities and utilities. The intent of this strategy is to enhance the value of our existing and planned growth areas and to provide future taxpayers with a reasonable and cost-effective method to invest in the town's capital infrastructure. The Selectboard has incorporated GASB (Governmental Accounting Standards Board) Statement 34 (requiring a complete inventory of all town capital that now includes the values of sidewalks and roads with depreciation) into the annual town audit.

Richmond's Current Demographics and Future Projections

In 1990, 1,391 land parcels existed in Richmond. By 2009, Richmond reported **1,685** parcels of land within the town. In addition, since 2000, Richmond's population has diminished slightly from **4,090** to **4,081** persons in **2010** (U.S. Census). There is an anticipated continued need in the foreseeable future, for a demand of additional municipal facilities and services, particularly in the area of police, highway, library and recreational services. To accommodate the need for these improved and/or new facilities and services the tax rate has risen to provide new town staff positions and improved equipment and facilities, as well as keeping up with inflationary pressures. Property tax payers expect and deserve to receive a high level of service for their tax dollar, without experiencing significant fluctuations in their annual tax amount.

The adopted 2012 Richmond Town Plan anticipates Richmond's population will continue to increase at the rate of **2.0%** for the next **10** years. Richmond must anticipate this new growth and its effect on municipal facilities and services and on Richmond's budget. This Capital Budget and Program strives to assist in the planning for the needs of the anticipated growth and the cost to provide and maintain the facilities and services for that growth. The Capital Budget and Program "levels out" the peaks and valleys of capital costs that might otherwise occur.

The Town Plan and the Town Capital Budget and Program

The 2012 Richmond Town Plan states:

- *The Planning Commission and Selectboard will work to ensure that residential growth will coincide with the ability of the Town to provide necessary services without imposing an unfair tax burden on existing residents, through the use of tools such as the Capital Budget and Program and Impact Fee Ordinance (Page 26, #4)*
- *The capital budget and program will be updated annually by the Planning Commission with input from each affected entity. (Page 75, #1)*
- *The Selectboard and Planning Commission will ensure that fire capital expenses are included in the Town Capital Budget and Program, such that impact fees can be levied. (Page 75, #5)*
- *Ensure that School Capital expenses are included in the Town Capital Budget and Program, such that impact fees can be levied. (Page 90, #1C)*

In addition, the *Richmond Town Plan* identifies a utilities and facilities element describing all town departments with regard to existing conditions, and the section puts forth a set of general guidelines to implement the section's objectives. This Capital Budget and Program strives to implement the aforementioned objectives, goals and policies. Specifically, this Capital Budget and Program will help to prevent adverse impacts on town services and our transportation corridors, and adverse fiscal and other associated burdens on town residents.

One of the most important purposes of this Capital Budget and Program is to anticipate the needs of Richmond's residents for public improvements and to provide a sensible program for meeting those needs. The program itself is a summary of the needs of Richmond in terms of public improvements, the estimated costs of these improvements, and the development of priorities for their provision. In general, long-term needs are determined by the *Richmond Town Plan* and the work of the Planning Commission in analyzing land-use and population trends, economic pressures, and general development potentials in terms of the financial capacity of Richmond to provide its services.

Background for Richmond's Capital Budget and Program

In November 2000, an inventory was taken of Richmond's existing capital resources with an inventory of items with a value of \$5,000 or more. Databases for highways and town equipment were utilized to inventory acquisitions and the outside auditors track fixed assets as part of the annual town audit. The school continues to track capital assets through the CESU office. Town and school department staff provided the capital needs information and prioritization and will maintain capital inventory lists for items below \$5,000 within their departments. Revenue sources were identified to fund the capital budget and program. The most recent Richmond Capital Budget and Program was approved in 2011.

Summary of Richmond Capital Budget and Program

The Capital Budget and Program identifies Richmond's highest priorities for capital project expenditures as required by Title 24 VSA, Section 4430, Capital budget and program. All projects listed are a high priority for each department and the town and, as such, there is no priority ranking, but lesser priority projects are removed from the Capital Budget and Program but kept by department heads for consideration in future capital programs. The town's Capital Budget and Program includes: 1) a description of the projects and each of their costs; 2) the proposed method of financing for each project with the period of probable usefulness for which they are proposed to be issued; and, 3) the estimated effect of operating costs upon Richmond. A financing schedule and anticipated sources of funding are included. The Richmond Capital Budget and Program includes only those capital projects with a value of \$5,000.

The total 6-year Town of Richmond capital budget and program, for all public services (municipal, school, water resources), proposes an expenditure of **\$9,261,765**. For informational purposes, the Town has continued the schedule of capital projects "beyond" this capital program resulting in a snapshot of the town's possible future capital

costs. These 20-year projects are not yet "programmed" or confirmed for future Capital Budget and Programs, except for bond payments or other long-term notes.

Town government capital expenses total **\$6,101,120**, making up **65.9%** of expenses in the budget and program. School capital expenses total **\$ 1,897,547** making up **20.0%** of expenses in the budget and program. Water Resources capital expenses total **\$1,304,375** or **14.1%** of expenses in the budget and program.

Town government capital expenses are broken down as follows: Town Administration **5.2% (\$315,000)**; Police **3.9% (\$237,500)**; Library **2.1% (\$127,500)**; Fire **8.9% (\$542,145)**; and Highway & Recreation **80.0% (\$4,878,975)**.

Revenue sources utilized to fund capital expenditures are grants in aid; general revenues; user fees; borrowing; impact fees; reserve funds, fund-raisers and donations. Water and Sewer Capital items are funded and accounted for separately, although remain a part of the comprehensive Capital Plan.

Interpreting the Capital Budget and Program as a Guide to Public Action

The Capital Budget and Program provides information needed for short-range land use planning and development decisions and serves as a coordinating device for facilities and services planning. It represents Richmond's commitment to provide public capital projects in specific areas within the time period covered by the capital program. Capital projects included in the capital program can be expected to be carried out essentially as programmed, but some projects may be subject to modification, either in scope or timing, based on the review of needs, the availability of funding, or other circumstances which cannot be predicted with any certainty so far in advance. Should substantial modification need to occur in the capital program, the statutory process to amend the Capital Budget and Program would be implemented. One of the objectives of Richmond's management is to refine the budget process to make the programming of capital projects more precise in scope and timing. The intent is to give more reliable information about the availability of public improvements to both the private and public sector decision makers. Another objective is to improve coordination between the town's service departments and the citizens who use and benefit from the services. In the areas of Richmond experiencing the greatest level of development, particularly those outside of the existing growth center, the availability of appropriate support facilities can be critical to the operation of a new project. Likewise, the capacity of existing facilities, such as roads, is an important consideration in building or expanding public facilities into those developing areas.

II. DEFINITIONS

The following definitions are based on the Vermont Planning and Development Act (24 V.S.A., Chapter 117), § 4430.

Capital Budget – Lists and describes the capital projects to be undertaken during the coming fiscal year, the estimated costs of those projects, and the proposed method of financing.

Capital Program - A plan of capital projects proposed to be undertaken during each year two through year five of the Capital Budget and Plan, including the cost for those projects and the method of financing.

Capital Project - A capital project is any one or more of the following:

- (1) Any physical betterment or improvement including furnishings, machinery, apparatus or equipment for that physical betterment or improvement when first constructed or acquired;
- (2) Any preliminary studies and surveys relating to any physical betterment, or improvement;
- (3) Lands or rights in land;
- (4) Any combination of (1), (2), and (3).

Impact Fee – A fee levied as a condition of a zoning or subdivision permit which is used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of a new development or to compensate the municipality for any expenses it incurs as a result of construction. The fee may be levied for recoupment of costs for previously extended capital outlay for a capital project that will benefit the users of the development.

III. FUNDING SOURCES FOR THE CAPITAL BUDGET AND PROGRAM

- A. Reserves - A reserve fund is a sum of money raised from the General Fund, via taxes, and/or from impact fees that is deposited in an interest earning account prior to the purchase of a capital project. The purpose of the reserve fund is to spread over a number of years the total amount of money that otherwise would be raised in one year for a capital project. This effectively reduces the sharp increases the tax rate can experience when the money for a large cost capital project is raised in one year. The reserve fund can be planned such that the total sum collected will account for the entire amount of the programmed capital project. Or, a reserve fund can be used to partially pay for a bonded capital project, therefore reducing the total amount of interest to be paid by the town.
- B. Impact Fees - Impact fees are fees charged at the issuance of a zoning or subdivision permit which will be used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of the development or to compensate Richmond for any expenses it incurs as a result of construction. Impact fees typically are deposited in a reserve fund until a programmed capital project is purchased. Impact fees are limited to school and fire.
- C. General Obligation Bonds - These loans are written promises by Richmond to pay a specified sum of money (i.e., the principal amount) at a specified date(s) in the future (i.e., the maturity dates) together with periodic interest at a specified rate. A bond typically runs for a longer term and is a more formal instrument than a note or most lease-purchase agreements.
- D. Bank Notes – Short-term, one-year term generally, that is renewed on an annual basis at the then current interest rate. One-year capital equipment replacement loans are utilized for such as police cruisers and dump trucks and typically have been financed for 5 years or less.
- E. State Aid and Grants - State aid in the form of grants or matching funds are utilized in transportation and public school projects.
- F. User Fees - A user fee is a fee imposed upon only the users of a particular public facility or utility. For example, only those residents hooked onto the municipal water and sewer systems will be charged fees for paying for upgrades to the systems.
- G. Fund-raiser - Capital projects financed by fund-raisers are obtained through voluntary contributions and donations.
- H. General Fund - Any capital projects not funded in part or in whole from the aforementioned revenue sources will be financed through the General Fund, i.e., taxes.

IV. RICHMOND CAPITAL PROJECT DESCRIPTIONS AND JUSTIFICATIONS

Each capital project is identified by department, item name and year acquired. An estimated purchase or replacement amount is listed with the year for such activity. A brief description and justification for each capital project is included with the total cost over the program and the year in which each project is programmed for "purchase".

GENERAL GOVERNMENT

TOWN ADMINISTRATION

Additional Items:

The Town Administration does not at this time anticipate any additional capital equipment, vehicles or new buildings in the next five years.

Building Repair and Maintenance:

<u>Town Center Window Replacements</u>	\$4000 per window (\$160,000 estimated total)	FY2018-FY2021
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Over the next several years, the Town Center windows (20 on second floor and 19 on third floor) will be replaced as they are inefficient and significant heat loss occurs during winter. A pilot project for window restoration is currently being conducted for two windows. Either annually or in one major project, the original windows will be refurbished and the ca. 1970 storm windows will be removed and replaced with a new, custom fit storm window at an estimated cost of \$4,000 per window, depending on the amount of work to the window frame and exterior facade.

<u>Town Center Energy Upgrades</u>	\$35,000	Annual improvements FY2017 through FY2020
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~~Various Energy Efficiency improvements such as light fixture replacements, cooling equipment and ventilation repairs are expected to be performed over the next several years based on previous recommendations.~~

<u>Town Center Parking Lot</u>	\$85,000	FY2034
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The Town Center Parking Lot was constructed in 2014. The next scheduled repairs are for 2034.

Replacement Items:

<u>Photocopy Equipment</u>	\$5,000	FY2018/2019
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The existing photocopier in the Planning/Zoning was replaced in FY2013. The Clerk's photocopier was leased new in FY2012.

Miscellaneous Items or Sinking Funds:

<u>Town Reappraisal - Update</u>	\$135,000	FY2020
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The town reappraisal was completed in 2008. Presently, the town's grandlist is 95% of fair market value according to the State Property Valuation and Review Division. The next full reappraisal is anticipated to be in FY20 at a cost of \$135,000.

<u>Winooski Riverbank Stabilization</u>	\$40,000	FY2016-2017
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There are several areas where the banks of the Winooski River threaten town property: Well site, Cochran Road and Volunteers Green. The proposal is to stabilize the bank with riprap materials.

POLICE

Additional Items:

<u>Police Video Upgrade</u>	approx. \$ 24,000	FY2016- FY2020
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This is replacement for current video cameras in police cruisers. \$6,500 for each system, replacing one each year. Current cameras replaced in 2015; should be on a replacement cycle beginning in FY2017 or FY2018.

Replacement Items:

<u>Cruiser Replacement Cycle</u>	approx. \$30,000 38,000 per year	Four-year cycle
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In FY05 the Town began a three-year rotation schedule for the three cruisers (previously a four-year cycle), which is anticipated to increase the trade-in value and reduce or maintain the current level of annual budget appropriations to purchase new cruisers without taking out long-term loans. In FY11 we moved to a four vehicle fleet, on a four-year replacement schedule. Within this cycle, a four-wheel drive vehicle will be purchased. During FY12 the Chief of Police has recommended going back to a five-vehicle fleet, and replacing two vehicles in FY2013, which has been done in all years since. The Selectboard may decide a lease/purchase combination to keep vehicles to a three-year rotation to save repair costs.

LIBRARY

Additional Items:

The Library does not at this time anticipate any additional capital equipment purchases at this time.

Building Repair and Maintenance:

<u>Carpet Replacement/painting (2nd and 3rd floors and stairs)</u>	\$25,000	12 year cycle, FY15-17
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The first flood carpet was replaced in 2011. All carpets installed in 2002 need to be replaced, the wooden floor refinished, and a 2nd floor corridor/library area painted. Third floor walls to be redone at end of cycle. Funding for the capital reserve must be increased due to the size of this project.

<u>Basement Sealing</u>	\$15,000	FY2017
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Basement floor is dirt, causing dampness and mold due to inadequate ventilation. Proposals include plastic lining and concrete, and remove cellulose insulation in walls and replace with rigid insulation. Trustees to develop proposal.

<u>Roof Replacement</u>	\$180,000	FY2020
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The aging slate roof is within 10 years of failure and repairs can only go so far. The contemplation of a full replacement using either new slate, metal or asphalt shingle will need to be considered.

Replacement Items:

<u>Technology Upgrade</u>	\$7,500	Four-year cycle, FY18, FY2022
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The Library Trustees propose to upgrade or replace technology-based equipment on a four-year cycle, which includes computers and software. This effort will provide the best customer service due to the automation of most library services and the library’s mission to provide residents with access to current computer and web-based programming.

FIRE

Replacement Items:

<u>Fire Engines (3)</u>	\$375,000 to \$415,000/each engine	20 year cycle (2015; 2021; 2031 2035)
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The Richmond Fire Department currently has three engines, purchased in 2015, 2011, and 2001. and 1994. The fire engines are programmed for a 20 year replacement cycle.

<u>Breathing Apparatus</u>	\$3,000/unit	5 year cycle (15 units) Beginning FY2013
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Each fire fighter that enters a building or is entering a hazardous area must have a breathing apparatus that is properly functioning and current with fire fighting equipment standards. Existing equipment, Scott Air-Pak equipment, may have a life of 7 years but that length of time results in the equipment needing to be repaired and is often no longer in compliance with current safety standards. Not having a replacement cycle for this item often results in equipment being replaced all at once or on an emergency unbudgeted basis. The proposed 5-year replacement cycle will ensure safe working conditions for our volunteer fire fighters. It is proposed that 5 SCBA’s be replaced each year for three years with two years left before the replacement cycle begins again. FY2015 Will be the final year of this project. Cycle complete this year, will start new cycle.

<u>Station Improvements</u>	\$Unkown	Current and future fiscal year
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The current fire station was built in the 1970s but does not meet modern building codes, ADA codes and has some safety issues. Some actions will be taken as we can identify them. Possible solution is a new facility.

<u>Turnout Gear</u>	\$Unknown	Current and future fiscal year
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Turnout Gear is the heavy coats, hats, boots, etc. worn by firefighters. Current gear is old, obsolete and must be retired. Grants may help with the costs of new gear.

<u>Brush Truck</u>	\$55,000	FY2025; 20 year cycle
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This vehicle was originally purchased in 2005 and is expected to be replaced in 2025. The brush truck allows firefighters to get equipment either off-road or down roads full-size engines cannot access, however, the brush truck has less fire suppression capability than a full-size engine.

HIGHWAY

Additional Items or New Initiatives:

The Highway Department has no plans for additional vehicles or equipment purchases in the next five years.

Replacement Items:

<u>Dump Truck Fleet (4)</u>	\$140,000 per truck	8-year cycle #1 FY2015; #3 FY2016 #4 FY2019; #2 FY2020
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Town dump trucks are replaced on a regular 8-year cycle. The town tries to maintain all vehicles in good to excellent condition to avoid more expensive repairs and downtime that begin to occur after this point. With this cycle, the trade-in value is higher than with a longer term thus lowering the replacement cost to approximately \$120,000 in cash and notes. The town currently has two single-axle and two double-axle dump trucks and no addition to the fleet of four dump trucks is anticipated in the capital program period.

<u>Tractor with Snow Blower - Kubota</u>	\$50,000	FY2017 (8-year cycle)
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The tractor is used for snow blowing sidewalks and mowing lawns. The tractor has attachments for various maintenance duties and is well-used over the course of the year. The town is considering transitioning to cash purchases, instead of loans, for items that cost less than a certain amount. This item may be proposed to transition to a cash purchase in future plans. Last replaced in FY2009.

<u>Foreman's Pickup Truck and Snowplow cycle</u>	\$45,000	FY2017; 4-year cycle
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The one existing road foreman's truck is on a 4-year replacement cycle due to its high use in winter maintenance and role as an emergency response vehicle. Last replaced FY2013. After its life cycle it is expected to rotate to Pickup Truck #2 and that former vehicle removed from the fleet.

<u>Road Grader</u>	\$250,000	FY2018; 12-year cycle
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The town owns one road grader that is utilized in both the summer and winter months. Other than re-shaping roads in the summer, this piece of equipment can be utilized heavily in the winter to scrape ice from roads. The town has recently begun to monitor its useful life based on hours of operation versus mileage or age. A new road grader was acquired in July 2006. Due to the high cost of both the road grader and excavator, the near-term highway capital reserve fund appropriations should be reviewed to more sufficiently meet the future replacement costs of this item.

<u>Roadside Mower</u>	\$75,000	FY2021
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The mower is an integral and cost-effective piece of equipment for the town's roadside maintenance activities. The current tractor was purchased in 2011, replacing an older tractor.

<u>Front Bucket Loader</u>	\$100,000	FY2024;10-year Cycle
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The town owns one front bucket loader utilized in a variety of summer and winter tasks. The current loader was bought in 2014 and is due to be replaced in 2024.

<u>Excavator – Rubber Tire</u>	\$140,000	FY2025; 12-year cycle
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This 2003 excavator is very cost-effective for the town's ditching and gravel maintenance cycles. The life-cycle for a new unit is about 12 years, or 5000 hours. Due to the high cost of both the road grader and excavator, the highway capital reserve fund appropriations should be reviewed to more sufficiently meet the future replacement costs of this item.

<u>Highway Reserve</u>	\$27,700	Annual Capital Allocation
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This reserve provides funding for road reconstruction projects that may not require borrowing. Additionally, emergency road projects can be completed through this reserve without impacting the approved budget.

<u>Bridge & Culvert Reserve</u>	\$37,000	Annual Capital Allocation
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This reserve is designed to provide funding for large bridge and culvert repair projects in the same manner as the Highway Reserve.

<u>Annual Asphalt Paving</u>	\$296,000	Annually by plan
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This is the annual Asphalt Paving Plan according to the attached schedule, that has predetermined increases, and has been funded by taxation and paid for in cash.

<u>Annual Gravel Plan</u>	\$225,000	Annually by plan
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This is the annual gravel road plan, that we use to reconstruct our gravel roads according to the attached schedule. This has predetermined increases funded by taxation and paid for in cash.

RECREATION

Additional Items: There are no current plans for additional items in the next five years.

Park Maintenance: None at this time

WASTEWATER

Additional Items or New Initiatives:

Village Infrastructure Upgrades

<u>East Main Street</u>	\$50,000	FY2017
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One small section of sewer line needs to be replaced, approximately 150 feet. This is a component of the larger East Main Street streetscape project.

<u>West Main Sewer Extension</u>	\$2,500,000	FY2016-FY2017
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Proposal to extend sewer forcemain into Gateway zone.

Replacement Items:

<u>Collection System Upgrades</u>	\$24,000	Annual capital allocation
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Using the 2006 Subsurface Planning Study, the Town intends to develop an annual phased repair and replacement plan for village wastewater collection lines, originally constructed in the early 1900's with some newer sections. This annual allocation should be sufficient to begin a long-term process for replacement of all deficient sewer lines.

<u>Treatment Facility Maintenance</u>	\$15,000	Annual capital allocation
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This funds replacement pumps, valves or other repairs needed to maintain the treatment facility and associated equipment.

Pickup Truck \$25,000 FY2019; 10 year cycle
 The 2003 pickup truck anticipated useful life is longer than other pickup trucks in the municipality extended due to low use and regular maintenance. This truck performs village tasks and some minor travel to conferences or testing facilities. The needs of the facility require a new pickup truck that operates safely and without excessive repair costs.

WATER

Additional Items or New Initiatives:

West Main Street Water Line \$1,500,000 FY2016-FY2017

Proposal to extend municipal water line into the Gateway zone. Subject to voter approval and bonding authority.

Replacement Items:

Distribution System \$25,000 Annual Capital Allocation
 Using the 2004-2005 Subsurface Planning Study, the Town intends to development an annual phased repair and replacement plan for village water distribution lines, some originally installed in the 1930's. This annual allocation should be sufficient to begin a long-term process for replacement of all water lines, including new shut off valves on the mains as well as new curb stops for existing private services.

Well House Chlorine Contact Upgrade and Water Storage Tank \$1,500,000 FY2015-2016

This project is designed to replace the water storage tank and improve the contact time for added chlorine at the well site prior to reaching services.

East Main Street Water Line Replacement \$1,200,000 FY2016-FY2017

Replacement of all water lines on East Main Street, per approved plans.

Combined Village Infrastructure and Street Surface Upgrades (taken from Preliminary Engineering Report completed by Green Mountain Engineering in September 2010). Costs are projected at the highest priced option listed in the report.

<u>Street Upgrades</u>	<u>Full Upgrade Cost</u>	
Jericho Road (Completed June 2013)	\$850,000	FY2012
East Main Street	\$674,355	FY2017
Bridge Street	\$518,050	
Depot Street	\$80,000	FY2014
Pleasant Street	\$37,000	
Millett-Tilden-Baker Streets	\$48,000 (sidewalk only at this time)	
Cochran Road	\$49,000	

Water and Wastewater Infrastructure Upgrades

Jericho Road (Completed June 2013)	\$960,000	FY2012
East Main Street	\$1,200,000	FY2017
Bridge Street	\$415,080	
Depot Street	\$63,000	FY2014
Pleasant Street	\$184,740	
Millett-Tilden-Baker Streets	\$208,620	
Cochran Road	\$176,750	

V. BEYOND THE CAPITAL PROGRAM

The Town of Richmond has prepared a 20-year capital needs projection primarily based on the replacement cycle for existing capital infrastructure and preliminary long-range capital infrastructure expansions, acquisitions and renovations. Prioritization and financing have not yet been determined, and no project has a significant impact on the adopted Capital Budget and Program. The information does however provide a reasonable projection, based on current information, of the potential needs for the foreseeable future. For this document the spreadsheets have been abridged to only show the FY2015-FY2020 expenditures. A copy of the full 20-year sheets is available from the Town Manager.

Spreadsheets Inserted Here for Capital Budget, Capital Program for Town, School and Water Resources (formerly Water & Sewer.)

APPENDIX ONE

VERMONT STATUTES ANNOTATED PERTAINING TO THE CAPITAL BUDGET AND PROGRAM

There are a number of statutory references pertaining to the Capital Budget and Program. Though redundant to earlier text, the references are listed below. This is only a summary; full text must be obtained from the statute.

24 VSA Section 4430. Capital budget and program.

- (a) A capital budget shall list and describe the capital projects to be undertaken during the coming fiscal year, the estimated cost thereof, and the proposed method of financing. A capital program is a plan of capital projects proposed to be undertaken during each of the following five years, the estimated cost thereof and the proposed method of financing. A capital project is:
 - (1) any physical betterment or improvement including furnishings, machinery, apparatus or equipment for such physical betterment or improvement when first constructed or acquired;
 - (2) any preliminary studies and surveys relating to any physical betterment, or improvement;
 - (3) land or rights in land; or
 - (4) any combination of paragraphs (1), (2), and (3) of this subsection.
- (b) The capital budget and program shall be arranged in such manner as to indicate the order of priority of each capital project, and to state for each project:
 - (1) a description of the proposed project and the estimated total cost thereof;
 - (2) the proposed method of financing, indicating the amount proposed to be financed by direct budgetary appropriation or duly established reserve funds; the amount, if any, estimated to be received from the federal or state governments; and the amount to be financed by the issuance of obligations, showing the proposed type or types of obligations, together with the period of probable usefulness for which they are proposed to be issued; and
 - (3) an estimate of the effect, if any, upon operating costs of the municipality.
- (c) The planning commission may submit recommendations annually to the legislative body for the capital budget and program, which shall be in conformance with the municipal development plan.

24 VSA Section 4443. Adoption, amendment, or repeal of capital budget and program.

- (a) . . . a capital budget and program may be adopted . . . by the legislative body . . . following one or more public hearings, upon public notice, if a facilities and services plan as described in Section 4382(a)(4) has been adopted by the legislative body in accordance with sections 4384 and 4385 of this title. A copy of the proposed capital budget and program shall be filed at least 15 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 on the proposal to the legislative body prior to the public hearing.
- (b) The capital budget and program . . . shall be adopted . . . by an act of the legislative body of a municipality promptly after the final public hearing held under subsection (a) of this section.

APPENDIX TWO
REPORT ON TRENDS IN EXPENDITURES AND REVENUES

Refer to 2004 Impact Fee Study dated May 25, 2004 and prepared by David Spitz for demographic and financial data summaries. On file in the Town Manager's Office.