

Description: 2014 Capital Improvement Program (as approved)

Respectfully submitted,

John P. O’Keefe, Town Manager

September 12, 2014

Approved by the Town of Manchester Board of Water Commissioners on September 26, 2014

Approved by the Town of Manchester Selectboard, acting concurrently as the Board of Sewer Commissioners on September 30, 2014

A. BACKGROUND

The 1987 Town Plan correctly predicted that the Town of Manchester would encounter challenges posed by growth and development for a number of years to come, and thus, it encouraged the formulation of a Capital Improvement Program (or CIP) “to more effectively manage growth.”

Having recognized that service delivery and infrastructure maintenance and upgrades should not be left to chance, the Town’s leadership made a commitment to the development of a Capital Improvement Plan in 1989. The Town’s first CIP, adopted by the Selectboard in 1990, was authored by the Vermont League of Cities and Towns (VLCT) Municipal Technical Services Center in close consultation with the Town Manager and department heads. The 2014 CIP, set forth herein, continues the Town’s commitment to capital planning and represents the twenty-fifth anniversary of the original plan.

B. PURPOSE

The Capital Improvement Program is a six year plan that identifies the Town's highest priority capital expenditure needs. It outlines proposed project schedules and possible sources of funding. The program includes the capital needs of the following major fund types within the Town of Manchester: General Fund, Water Fund, and Sewer Fund.

The Town has chosen to define a capital improvement as any item with a value in excess of \$10,000 (updated from \$5,000 to \$10,000 in August 2008) and a life expectancy of at least three (3) years. Capital improvements are distinguished from regular, ongoing operating expenses, such as salaries and supplies.

Vermont municipalities are authorized to adopt capital budgets and programs under 24 V.S.A. Section 4443, the Municipal and Regional Planning and Development Act, provided that facilities and services plans have been adopted as part of the local Town Plan (as is the case with Manchester).

The purposes for adopting such a plan include:

- to stabilize the tax rate and/or user fees;
- to improve municipal management practices;
- to enable orderly growth and development consistent with the Town’s fiscal ability;
- to provide facilities and services in accordance with the Town Plan;
- to anticipate facility and service problems, and take advantage of opportunities for service efficiencies;
- to act as an implementation tool for compliance with Act 200 or for consideration of the adoption of impact fees; and,
- to inform and educate Town officials, staff, and the public, of the Town's overall capital needs and realistic fiscal goals.

As a planning tool, the expenditures proposed in the Capital Improvement Program are not binding on the Town until adopted by the Voters as part of an annual budget or the Board of Water Commissioners or Board of Sewer Commissioners.

SECTION II CAPITAL IMPROVEMENT PROGRAM DEVELOPMENT

A. IDENTIFICATION OF CAPITAL PROJECTS

Using Manchester's definition of a capital improvement (\$10,000 value, 3-year life expectancy), Department Heads worked with the Town Manager to develop a prioritized list of capital projects for the next five years (fiscal years 2016 through 2020).

The Selectboard, Planning Commission and the general public may also serve as important sources for the identification and prioritization of capital projects through the review and adoption process outlined in Section II-D.

B. ESTABLISHING PRIORITIES

The following are recommended criteria for the rating of proposed capital projects. In order of importance, the criteria for establishing priorities are:

1. protection of life, property, and public health and safety;
2. maintenance of services and facilities at current levels of operation and efficiency;
3. orderly disposal, replacement or improvement of obsolete and inefficient facilities and equipment to provide more effective and efficient services at reduced operating costs;
4. improvement and expansion of services and facilities to meet existing, unfulfilled needs;
5. improvement and expansion of services and facilities to meet projected needs; and,
6. improvement of Manchester's economic base and social, cultural, and aesthetic values.

Fix-It-First: The 2007 Capital Improvement Program (CIP) included the formal introduction of the **Fix-It-First** policy. The Fix-It-First policy builds upon priority number two (maintenance of services and facilities at current levels of operation and efficiency) and refers to a commitment by the Town to the repair and maintenance (or in some cases, replace) the Town's existing infrastructure before building new facilities and expanding infrastructure. This refocusing is in direct response to the growing number of structural and operational needs that the Town is currently facing or expects to face in the near future. As a result, like its predecessors, the 2014 Capital Improvement Program focuses Town resources on maintaining, replacing and repairing existing buildings and equipment.

C. SCHEDULING OF CAPITAL IMPROVEMENT PROJECTS

Capital projects are scheduled based upon their relative priority according to the criteria above, a "needs test" governing equipment replacement or project initiation, and on the financial "ability to pay" of the Town's various funds. The method of funding for the various projects is based on municipal financial practices and the ability of the annual budget to absorb expenditures. In other words, if a project would result in a major increase in the tax rate for a given year, funding alternatives should be considered. Where appropriate in the program, sources of funds other than general tax revenues have been identified. In addition to general taxes (property and local sales) and user fees, funding sources may include the use of reserve and Capital Improvement and Reserve Contingency (CIRC) funds, long- and short-term notes, bonds, state and federal grant funds and private contributions. The end goal of the CIP is to provide for an even distribution of property tax-derived annual expenditures by the municipality, and thus, a fairly stable property tax rate.

D. ADOPTION OF THE CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program is adopted in accordance with the provisions of 24 V.S.A. Section 4443 of the Municipal and Regional Planning and Development Act. This section requires at least one public hearing by the Selectboard and filing of the proposal with the Town Clerk and the Secretary of the Planning Commission at least fifteen days prior to the hearing. The Planning Commission may submit a report to the Selectboard on the proposal prior to the hearing. The capital budget and five year plan is then adopted by an act of the legislative body (Selectboard) promptly after the final public hearing.

E. ANNUAL UPDATE OF THE CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program should be reviewed, updated and re-adopted annually. This process would best be accomplished prior to embarking on the Town's annual budget process. Each year, department heads should be asked for their requests and recommendations. Such submissions should then be reviewed by the Town Manager and organized into a coherent document for presentation to the Selectboard, Sewer Commission, Water Commission, Planning Commission and the general public. Projects planned by the School Department should be incorporated into the Town Manager's proposal. (The School Department has decided to implement its own capital planning process.)

Between 2011 and 2013 the Town did not formally adopt capital improvements programs. In August of 2011 the Town was struck by Tropical Storm Irene, which diverted significant administrative resources, and in 2012 and 2013 the Town was in the midst of overseeing constructing of the downtown Roundabout project and the Park House at the Dana L. Thompson Memorial Park. Capital planning was performed through the annual two year budget process. With the completion of the roundabout project and the Park House, the Town is returning to its tradition of adopting an annual CIP.

SECTION III CAPITAL IMPROVEMENT PROGRAM SUMMARY

A. CIP OVERVIEW AND RECENT CAPITAL INVESTMENTS

Between 2008 and 2013 the Town made significant investments in infrastructure. Chief among these improvements, and the most obvious, were the completion of the long awaited Roundabout project [officially known by the Agency of Transportation as Manchester STP 0137(17)] and the Park House project, which replaced the dilapidated pool house at the Dana L. Thompson Memorial Park. Both projects were identified in previous Capital Improvement Programs.

Roundabout Project: Construction of the Roundabout project began in May of 2012. The general limits of the project were Depot Street from Cottage Street to the intersection of Main Street, Main Street from approximately the intersection of Wyman Lane north to Memorial Avenue and Bonnet Street north to the new Chamber of Commerce building.

The Roundabout project included the following scope of work:

- Installation of two new roundabouts (intersections of Main Street and Depot Street and Main Street and Bonnet Street).
- Extensive repairs to the marble arch bridge, built in 1912, at the intersection of Main Street and Depot Street and the extension of the bridge to provide for the new roundabout.
- Replacement of sidewalks with dyed stamped concrete treatment to resemble bricks and cobbles.
- Historic style LED street lights along Main Street, Depot Street and Bonnet Street.
- Seven new crosswalks for better and safer pedestrian access and circulation in the downtown area.
- Four enlarged pedestrian plazas and ten powder-coated steel benches located along the public sidewalks.
- Updated MUTCD compliant roadway signage.
- Replacement of trees along historic Main Street and various landscaping, including extensive plantings inside the larger roundabout at the intersection of Main Street and Depot Street.
- Backlotting and undergrounding of utilities along Depot Street, at the intersection of Main Street and Depot Street and on Main Street up to the intersection of Bonnet Street.
- Replacement and improvements of roadway drainage.
- Replacement of the water main along historic Main Street, from the intersection of Depot Street to Memorial Avenue, and new service lines.
- Replacement of the sewer main on Main Street near The Northshire Bookstore, under the river and east on Depot Street to the intersection with Cottage Street.
- Extension of the existing sewer main on Main Street from old Main Street north to approximately 100 feet south of Memorial Avenue.

The project was substantial complete by late November of 2012, and accepted by the Town in July of 2012. The project was funded largely with Federal highway funds, although the Town contributed substantial funds from the Junction Improvement Fund and funds from the Water and Sewer departments. The total cost of the project was \$7,637,257, with \$6,555,295 coming from Federal highway funds, \$650,807 from the Junction Fund and CIRC Fund (for utilities), \$227,619 from the Sewer Department and \$203,864 from the Water Department.

As part of an adjacent, but separate Town funded project using CIRC funds, the Town invested approximately \$116,000 to rebuild the sidewalk in front of Rite Aid pharmacy. The project include new curbing, three additional LED historic style street lights and a bus stop plaza, complete with an extra-long bench and public water fountain.

Park House at the Dana L. Thompson Memorial Park: The Park House project began in September of 2012, with the demolition of the old pool house. Construction continued through the winter and in April the new building was open to the public. The Town selected Bread Loaf Corporation using a design-built process. Overall the new building is approximately 4,500 square feet and includes offices for the Parks and Recreation Department staff, a lifeguard/first aid room, two family restrooms, men's and women's changing rooms, and four gender-specific restrooms that are accessible from inside and outside. The building includes ten toilets and five showers. A new well, for potable drinking water, and septic system, approximately eight times larger than the previous system, were installed as part of the project and sized for much larger special events such as the Maple Leaf Half Marathon and games at Applejack Field and athletic tournaments. The overall cost of the project was \$1,675,000, which includes design and construction. Town Meeting approved a \$1,500,000 bond and \$175,000 (two separate votes of \$125,000 for design and \$50,000 for further improvements) from the CIRC fund for the project.

Other Notable Projects: Other recent notable capital projects included reconstruction of the parking lot at the corner of Elm Street and Highland Avenue (the historic Depot District) in Fiscal Year 2011, improved drainage on Highland Avenue, also in Fiscal Year 2011, paving of West Road in Fiscal Year 2014, and purchase of a new fire engine in Fiscal Year 2012.

Past Acceleration of Projects: Recent capital plans included accelerated capital construction in the Water and Sewer departments. This decision was predicated on the belief that while it may be appealing to some to postpone projects, previous plans recommended increased capital construction, funded largely with borrowing, based on one key factor – with the potential for interest rates to increase, the Town will likely save significant money by undertaking overdue and necessary capital improvement projects sooner rather than later.

Between 2009 and 2012 the Town made significant improvements to the Town's water and sewer systems, including improvements to the Lincoln Avenue pump station (\$373,842 – not including design); water and sewer improvements on Franklin, Dillingham and Williams streets in Manchester Village (\$553,828 – including design); water and sewer improvements on Highland Avenue (\$1,432,441 – including design); water and sewer improvements related to the Roundabout projects (\$434,964 – Town funding only and not including design); water improvements on Applewood Lane (\$240,780 – not including design); and water improvements on Riverside Heights (\$219,798 – not including design). **The total investment in the Town-owned water and sewer systems between 2009 and 2012 totaled approximately \$3,255,653.**

The Town and its engineers recently completed separate master plans for the Town-owned sewer system (2010) and water system (2014). For the Water and Sewer departments, the 2014 CIP is based largely on these updated master plans, which were approved by the Board of Sewer Commissioners and Board of Water Commissioners.

B. UPCOMING ISSUES AND CHALLENGES

One of the goals of the CIP is to identify issues and challenges, and propose solutions, whenever possible. Of course, in some cases the issues and challenges are outside of the control of Town government. Looking ahead, Manchester faces some unique issues and challenges.

Tax Rate and Diversion of Tax Revenues: Compared to Fiscal Year 2014, the Fiscal Year 2015 municipal tax rate increased approximately seven percent or \$0.016, from \$0.2199 to \$0.2357. Less than two percent (out of the seven percent) of the increase in spending was attributable to general government spending increases. Meanwhile, Town Meeting voted appropriations continue to increase. In Fiscal Year 2002 Town Meeting approved \$16,531 in voted appropriations to not-for-profit organizations; in Fiscal Year 2015 Town Meeting approved \$221,231 in voted appropriations to not-for-profits. This, along with other factors such as the reduction in the use of reserve accounts, has limited the Town's ability to provide essential services and make needed or wanted capital investments. As a result, the 2014 Town Meeting approved Article 5, which will require proposed appropriations to not-for-profits greater than \$2,500 be voted on by Australian ballot.

Downtown Parking: Downtown parking, especially along historic Main Street, is limited. The Town owns a parking lot behind Rite Aid pharmacy and adjacent to Manchester Elementary Middle School (MEMS), which currently needs to be reconstructed. Meanwhile, the Town and the Manchester School District are jointly studying traffic flow on Memorial Avenue and School Street and green space around MEMS. Working together with the School District, the goal is to develop an overall plan that better uses Town and School District properties and improves traffic flow around MEMS.

Manchester 2020 Planning and Implementation: In 2013 Manchester underwent a vigorous community-wide visioning process called Manchester 2020. Through a series of public meetings and workshops, the Manchester community, through a democratic process, identified four important goals:

1. Develop a small business incubator;
2. Become a bike center and destination;
3. Attract higher education opportunities; and,
4. Redevelop the riverside and open a riverwalk.

Four committees were established and have been working towards implementing the goals of Manchester 2020, and in some cases, after further assessment, have revised the goals to help ensure successful implementation. At this point in the process needed resources are operational in nature and have not yet risen to the capital thresholds defined in the CIP (an item with a value in excess of \$10,000 and a life expectancy of at least three years).

Parks and Recreation Department Master Plan: The Parks and Recreation Department advisory committee is currently developing a master plan for the Department. Discussion has focused on two key issues. First, the Parks and Recreation Department, and town in general, lack adequate athletic fields. Second, the town and area lack indoor athletic space, including gymnasiums and possibly a field house. Lack of indoor athletic space is obviously more difficult, and expensive, to address. Relative to athletic fields, the Parks and Recreation Department reports that for the fall of 2014 requests to use fields at the Dana L. Thompson Memorial Park exceed available fields.

The condition of the fields at the Dana L. Thompson Memorial Park varies from professional to inadequate. For example, Applejack Field is arguably the best natural turf field in Vermont. At the same time, Lions Field is overused and the playing surface is very uneven (varies as much as eighteen inches from the highest and lowest elevations). Knapp Field, which has been improved recently, is in good condition. The Town and its Parks and Recreation Department has investigated developing two full size (120 yards by 75 yards) athletic fields north of Applejack Field, along with some additional overflow parking. The initial cost estimate is approximately \$250,000. Given that the Town recently invested almost \$1.7 million in the Park House at the Dana L. Thompson

Memorial Park, the appetite for another large capital project funded by taxes is probably low. A major fundraising campaign that involves the largest users, including Burr and Burton Academy and youth sports leagues, is a viable option. It should also be noted that Riley Rink/Hunter Park has been exploring the possibility of developing fields at its facility. At time of this CIP, the master plan is being developed by Town staff and the Parks and Recreation Department advisory committee. The 2015 CIP will likely include a more robust plan for the Parks and Recreation Department and the Dana L. Thompson Memorial Park.

Depot Street (Route 11/30) Improvements: The Planning Commission and Planning Office, with the assistance of the Bennington County Regional Commission (BCRC) and a municipal planning grant, recently finished a conceptual plan for reconstructing Depot Street (Route 11/30) from the Roundabout at the intersection of Main Street to the easterly curb cut for rk Miles. The conceptual plan includes dedicated bicycle lanes, center islands and significant landscaping. The current estimate is approximately \$700,000, although the final cost will likely exceed \$1 million. The Town is currently working with BCRC staff to develop a strategy to advance the project into the design stage. The project will likely include sewer main replacement on Depot Street from Cottage Street easterly to just west of Riverside Heights. This section of main was not upgraded as part of the Rt. 11/30 reconstruction project in the 1980s or the recent Roundabout project.

Public Safety Study with Dorset: The Town of Manchester and Town of Dorset are currently conducting a public safety study. One of the concepts being studied would create a shared Police Department that would serve both towns. This would likely require the Police Department to expand its operation, including additional police cruisers and police officers, which would probably require some modifications to the existing Public Safety Facility (PSF). The study is scheduled to be completed in the fall of 2014. The 2015 CIP may include more details about the capital costs associated with creating a regional police department or other recommendations of the public safety study.

Commercial and Industrial Space: The Town's Economic Development Office reports that demand for commercial and industrial space (not retail) exceeds existing inventories. At the same time, the Town owns one of the largest undeveloped industrial zoned parcels in northern Bennington County (60 acres off of Richville Road and Airport Road). The Town of Manchester, along with the Village of Manchester and the Town of Dorset, plan to apply for a municipal planning grant in the fall of 2014 to develop an economic development plan for the Northshire. The Town has previously identified its aging workforce and lack of affordable housing as a barrier to economic growth. It is the hope that the economic development study will help identify solutions to these ongoing challenges and provide a more comprehensive economic development plan.

Expansion of Sewer along Richville Road: The Planning Commission previously recommended expanding sewer service on Richville Road south of Green Mountain Estates. This would achieve a major goal of the Water Department – further protecting the Town's well located near the intersection of Richville Road and Union Street – and as such, the Water Department should participate to some degree in any expansion of sewer service on Richville Road. Ideally, this would be done in combination with possible development of the Town-owned Airport land. This project may be able to be financed by the creation of a sewer assessment district as well as a Tax Incremental Finance (TIF) district.

As contemplated, one end of the sewer expansion would start at Cass Terrace and gravity feed to a new pump station located at the southern corner of the former Bushee parcel (now owned by the Water Department) on Richville Road. The other end of the system would gravity feed from the north on Richville Road and connecting to the new pump station, which would pump under the Battenkill River and directly into the Sewer Treatment Plant. Carlen Street and Lye Brook Road

would be included in the expansion, as currently contemplated and sewer and water service would be extended into Town-owned land above Airport Road. The Town engineers estimate the cost of this project at \$6 million (2010 preliminary cost estimate by Dufresne Group).

Town-Owned Land and Buildings on Depot Street: Previous CIPs discussed the Town-owned land and buildings on Depot Street as a potential opportunity. In 1994 the Town of Manchester and Vanderbilt MPD Corporation signed a twenty year agreement that developed the site of the former Town Offices located on Depot Street. Vanderbilt MPD Corp. constructed three separate retail stores on the site. The Town owns the land and at the end of the agreement the Town takes ownership of the buildings. The current lease expires on March 31, 2023; however, the Town may sell the property before the end of the lease. The property is currently worth as much as \$2,775,000 (currently assessed for \$2,255,064 based on a court settlement). A recent extension/amendment to the agreement allows Vanderbilt MPD Corp. to recover up to \$100,000 related to improvements to the westerly building (elevator, HVAC and electrical). The Town receives \$125,000 per year in rent from Vanderbilt MPD Corp. and the Town spends more than \$20,000 in State property taxes per year. Disposing of the property would net significant funds into the Town's CIRC Fund, but would reduce general fund revenues by approximately \$100,000 per fiscal year (net). As part of a larger plan, the Town developed the property on Depot Street in order to finance the construction of the Public Safety Facility. The last debt payment related to the Public Safety Facility will be made in Fiscal Year 2016.

Town-Owned Water System and Financing Improvements: As noted earlier, the Town has been making significant investments in its water system. Between 2009 and 2012 the Town invested over \$2 million into the water system, in part to increase water flow and fire protection. Despite these investments, in the summer of 2014 the State of Vermont Water Supply Division required the Town's Water Department to tag and disable certain hydrants connected to Town water mains with a diameter of less than eight inches so that the disabled hydrants cannot be used for fire suppression. Many of the disabled hydrants are located in the Village of Manchester south of The Equinox Hotel. It should be noted that well before the hydrants were tagged, the Manchester Fire Department was aware that these hydrants could not produce adequate water flows for firefighting and developed alternative plans for water supply. The Water Supply Division is also requiring the Town to develop a long-range plan to address undersized water mains and inadequate fire protection.

In order to finance mandated upgrades to the Town's water system, which are largely driven by fire protection rather than domestic water supply needs, and provide for other recommended improvements to the water system, the Town's Board of Water Commissioners should consider:

- (1) increasing user fees by five percent in July of 2015, 2016, 2017 and 2018; and,*
- (2) implementing a "Fire Protection Fee," payable by all developed properties within 1,000 feet of a water main. The fee would be assessed based on Grand List value and would be adjusted annually to cover the cost of debt service related to eligible projects.*

At its September 26, 2014 meeting the Board of Water Commissioners discussed the proposed Fire Protection Fee. Members were conceptually in favor of the proposed fee.

Currently, properties that are not connected to the Town's water system but are located close to the system do not contribute financially to the repair, maintenance and construction of the system, even though these properties enjoy the fire safety and insurance benefits of being located close to the Town's water system and hydrants. The Town's Water Department recently completed an updated master plan. The "fire protection fee" would be used only for the purpose of paying for the capital costs (including design and construction) related to improvements that increase fire

protection coverage and service. It should be noted that according to the Town's engineers, Manchester current water rates are lower than most other comparable systems in Vermont.

According to legal counsel, the Town may adopt this sort of fee two ways. First, Town Meeting may create a special assessment district pursuant to 24 V.S.A. Chapter 87. A ballot question would need to define the boundaries of the district and state the purpose of the special assessment district. Second, the voters could authorize a reserve fund for specific water-service purposes pursuant to 24 V.S.A. §2804. If approved by the voters, the Board of Water Commissioners would then need to amend the Water Department Regulatory Code. The amendment would create the assessment and define the permitted use of the funds.

The Water Department master plan, the proposed Fire Protection Fee and specific projects are discussed later in this CIP in the section entitled "Proposed Water Department Improvements" (Section E).

Energy Efficiency Projects and Investments: In 2008 the Town conducted a series of energy audits at its facilities. In 2009 and 2010 the Town invested funds into implementing the findings of the energy audit. This included air sealing, replacing and updating light fixtures, installing timers and motion-sensors, replacing thermostats at Town Hall and replacing old streetlights with newer LED lights.

The Town is also incorporating newer technology (LED lighting, motion-sensors, etc.) into ongoing building improvements. The energy audit of the old pool house was considered in the process of determining whether or not to rehabilitate the pool house. Ultimately, for a host of reasons, the Town decided to demolish the pool house and replace it with an energy-efficient structure, the Park House. Unfortunately, since the completion of the energy efficient Park House in 2013 energy efficiency projects have been pushed off by more pressing, short-term capital needs. Energy efficiency projects, though, when properly managed, provide a return on investment and help to reduce operating costs.

Lastly, the Town Treasurer is working on developing solar projects on Town-owned land. A public-private partnership could provide a steady stream of additional income to the Town with little or no upfront costs.

C. GENERAL BONDING AND RESERVE FUNDS CONSIDERATIONS

The Town bonded in 2009, 2010 and 2012 for various capital projects. This was based on historically low interest rates and lower than normal construction costs during the economic recession compared to more prosperous times. At this point the current CIP does not recommend additional bonding to finance capital projects until after 2020. Subsection D, E and F of the section discuss in more detail debt and reserve funds for the General Fund and Sewer and Water departments.

The Board of Sewer Commissioners (Selectboard) and the Board of Water Commissioners have committed to modest yearly increases in rates to pay for previous bonding in 2009 and 2010. Over the last several years increases have been in line with generally accepted inflation, about three percent. The Board of Water Commissioners and Board of Sewer Commissioners have discussed the reserve funds with the Town Treasurer. Generally, it was decided that both reserve funds are not adequate and that the Boards should strive to increase reserves for emergencies and other purposes.

Town Meeting voted in 2012 to rename the former UDAG Fund as the Capital Investment and Contingency Reserve (CIRC) Fund. Use of the Fund was expanded to include “acquiring, improving, repairing and constructing capital infrastructure owned by the Town and for other purposes expressly authorized by Town Meeting.” Proceeds from the sale of General Fund capital items, such as land, would be deposited into the CIRC Fund. As the Town continues to contemplate the sale of certain larger capital assets, such as the sale of the Town-owned Depot Street property, the CIRC Fund will be a more important tool in the capital planning process.

D. PROPOSED GENERAL FUND IMPROVEMENTS

On the General Fund side, the 2015 CIP is heavily influenced by debt service. As noted herein, General Fund debt service decreases significantly between Fiscal Year 2016 and Fiscal Year 2017.

General Fund Debt Service and CIRC Fund

For the General Fund, the Town bonded \$230,000 in 2010 for the realignment of Main Street and Barnumville Road, drainage along Highland Avenue and reconstruction of the parking lot at the intersection of Highland Avenue and Elm Street. In 2012 the Town bonded \$1,500,000 for the construction of the Park House at the Dana L. Thompson Memorial Park.

As part of an overall plan to relocate Town government in 1995, the Town borrowed money to construct the Public Safety Facility and to purchase the former Mt. Laurel School and renovate it into the current Town Hall. For Fiscal Year 2015, debt service payments will total \$271,839 (minus a \$1,755 credit) including:

- \$103,336 for the Public Safety Facility, which will be retired in Fiscal Year 2016;
- \$35,518 for the Town Garage expansion, which will be retired in Fiscal Year 2025;
- \$16,436 for Highland Avenue, Depot District parking lot and Barnumville Road; and,
- \$116,549 for the Park House at the Dana L. Thompson Memorial Park.

As noted above, the bond for the Public Safety Facility will be retired in Fiscal Year 2016. As a result, General Fund debt service is reduced from \$262,646 in Fiscal Year 2016 to \$178,128 in Fiscal Year 2017, a reduction of \$84,518 or 32%.

**Total General Fund Debt Service
Fiscal Year 2015 to Fiscal Year 2020**

Fiscal Year	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Debt Service (\$)	270,083	262,646	178,128	174,723	172,746	169,815
Change (\$)		-7,497	-84,518	-3,405	-1,977	-2,931

Town Meeting approval is required to use CIRC Funds. In 2014 Town Meeting approved a total of \$250,000 from the CIRC Fund; up to \$100,000 for the replacement of a salt shed and \$150,000 to purchase an ambulance, which will be leased to the Manchester Rescue Squad over a three year period. The Town, through its CIRC Fund, will pay \$60,000 over the three year period and the Manchester Rescue Squad will pay up to \$30,000 per year over a three year period.

The CIRC investment account (not including the Fire Department and Parks and Recreation Department outstanding loans as receivables, which total \$309,290) has a market value of \$938,483 as of August 31, 2014. This also does not include payments from the Manchester Rescue Squad of \$27,965 over the next three years related to the purchase of a new ambulance. Including

loans to the Fire Department, Parks and Recreation Department and Manchester Rescue Squad the CIRC Fund has approximately \$1,331,668 in assets and investments as of August 31, 2014.

The Fire Department has agreed to use a portion of its \$75,000 annual reserve fund appropriation (\$35,000 per year between fiscal years 2014 and 2017) to fully payoff the \$140,000 loan. At the same time, Town Meeting obligated \$50,000 to match fundraising efforts related to the skatepark at the Dana L. Thompson Memorial Park.

As a side note, the Town's Taxpayer Relief Reserve Fund had a market value of \$310,086 as of August 31, 2014, and the Allocated Surplus Fund had a balance of \$254,205 as of June 30, 2013.

Police Department Vehicle Reserve Fund

In 2012 Town Meeting approved Article 21, which created a Police Department Vehicle Reserve Fund and is designed to replace Police Department vehicles. Typically Town Meeting appropriates funds annually, and the Selectboard authorizes the use of the Fund to purchase vehicles and related equipment. The overall goal of the Fund is to replace police vehicles as necessary, and allow the Town to maximize the use of police vehicles. The Police Department estimates that it drives a total of 100,000 and 120,000 miles per year. Divided between the four police cruisers, this equates to between 25,000 and 30,000 per year, per vehicle.

As of August, 2014, the Police Department Vehicle Equipment Reserve Fund had a balance of approximately \$57,660, including \$38,000 from Fiscal Year 2015. In the fall of 2015 the Town plans to purchase a 2015 Ford Interceptor SUV, almost identical to the 2014 Ford Interceptor SUV, with an estimated purchase price of \$40,000, leaving an estimated balance of \$17,500, thereabout.

As of August, 2014, the Police Department operated with following vehicles: 2014 Ford Interceptor SUV with 8,052 miles; 2010 Chevy Impala (administrative vehicle) with 63,567 miles; 2009 Chevy Tahoe SUV with 73,662 miles; and 2009 Ford Crown Victoria sedan with 110,000 miles. The Police Department, along with the Emergency Management Office, operates a military-grade Humvee, designed to be used during emergencies and for wilderness rescues.

At the same time the Town also owns the following three police vehicles, which it plans to sell in the fall of 2014: 2009 Ford Crown Victoria and 2008 Ford Crown Victoria, both with approximately 150,000 miles and 2009 Chevy Impala with approximately 100,000 miles. Proceeds will be deposited into the Police Department Vehicle Reserve Fund, thereby increasing the projected Fund balance of \$17,500 by the proceeds of the sales.

To summarize, by the fall of 2014 the Town plans to own four police cruisers (three SUVs and one sedan), one administrative vehicle (sedan) and one emergency Humvee.

The 2015 CIP recommends continued annual appropriations into the Police Department Vehicle Reserve Fund as follows, and based on projected needs: Fiscal Year 2016: \$40,000; Fiscal Year 2017: \$40,000; Fiscal Year 2018: \$25,000; Fiscal Year 2019: \$25,000; and Fiscal Year 2020: \$25,000. The CIP anticipates replacing the remaining 2009 Crown Victoria late summer/early spring of 2015 (Fiscal Year 2016); replacing the 2009 Chevy Tahoe in Fiscal Year 2017; and replacing the 2014 Ford Interceptor SUV in Fiscal Year 2019 or 2020.

The CIP recommends appropriating \$40,000 in fiscal years 2016 and 2017, and \$25,000 in fiscal years 2018, 2019 and 2020.

As noted earlier, the towns of Manchester and Dorset are discussing the creation of a regional

police department that would be responsible for policing Manchester and Dorset. The creation of a regional police department could have a significant impact on the number of police cruisers needed by the Police Department and/or the replacement schedule.

Fire Department Equipment Reserve Fund

As of June 30, 2014, the Fire Department owed approximately \$169,000 on the Platform Truck CIRC Fund loan. The Platform truck was purchased in 2006. As part of a plan to purchase a new \$433,000 fire engine in Fiscal Year 2012, the Fire Department agreed to repay approximately \$29,000 in Fiscal Year 2013 and \$35,000 between Fiscal Year 2014 and Fiscal Year 2017 to the CIRC Fund.

The 2015 Capital Improvement Program recommends \$52,000 worth of investments between Fiscal Year 2016 and Fiscal Year 2020, including \$30,000 for a new Jaws of Life, \$10,000 for two carbon monoxide detectors and \$12,000 for new airpack cylinders. The balance of the annual appropriations will be deposited into the Fire Department Equipment Reserve Fund for future use.

E. PROPOSED WATER DEPARTMENT IMPROVEMENTS

As noted earlier, the Town's Water Department completed an updated master plan in the winter of 2014. In Fiscal Year 2019 Water Department debt service decreases by \$111,621 from \$340,303 (Fiscal Year 2018) to \$228,682 (Fiscal Year 2019). This frees up significant funds to reinvest into the system. The Board of Water Commissioners and updated master plan have prioritized projects that increase fire protection and would allow the Town to reactivate fire hydrants as priority projects.

The Water Department master plan recommends three phases:

Phase 1 includes installation of a new pressure reducing valve (PRV) on Main Street at the intersection with Ways Lane, installation of 780 feet of new 8 inch water main along Ways Lane and 450 feet of 12 inch water main along Main Street. This would allow for the abandonment of the PRV near the Orvis flagship store. The total estimated project cost is \$670,000 (2013 estimate; includes design costs). The project cost includes \$65,000 for paving of Main Street and Ways Lane (trench patch and full width overlay). The CIP recommends design in Fiscal Year 2020 (estimated cost of \$45,000) and construction after Fiscal Year 2020, after the expiration of the 1987 bond, which financed the purchase of the water system. Ideally, this project should be timed to coincide with the Village's paving schedule, which would decrease the Town cost of paving from \$65,000 to \$45,000. The Village reports that the pavement on Ways Lane is currently in good condition but that paving may be done as early as 2020. This project would require a Town Meeting bond vote, perhaps at the March 2019 Town Meeting and would be financed using the proposed Fire Protection Fee referenced earlier in this report.

Phase 1 also includes replacement of 5,900 feet of existing 4-inch water main on Main Street from Seminary Avenue to Prospect Street with new 12-inch water main. This project will improvement fire protection south of The Equinox Hotel on Main Street and allow for the reactivation of disabled fire hydrants along Main Street in the Village of Manchester. The total estimated project cost is \$2,480,000 (2013 estimate, including design costs and \$300,000 for paving - trench patch and full width overlay). Based on financial considerations, the CIP recommends that construction of this project occur after Fiscal Year 2020, after the Ways Lane PRV and water main project, and in coordination with the State of Vermont Agency of Transportation's paving schedule for Route 7A (Main Street). According to AOT, Route 7A is currently scheduled to be paved sometime between 2019 and 2025. This would result in savings of approximately \$160,000 in paving costs associated

with the full width overlay, while still requiring approximately \$140,000 in costs associated with the trench patch. This project would require a Town Meeting bond vote, perhaps at the March 2019 Town Meeting and would be financed using the proposed Fire Protection Fee.

Lastly, Phase 1 includes installing a new PRV at Barnumville Road and Main Street and approximately 900 feet of new 12-inch water main on Barnumville Road from Highland Avenue and Main Street. This project, with an estimated total project cost of \$575,000 (2013 estimate – construction and onsite engineering only), will allow for the construction of a new hotel on Main Street near Town Hall and improved fire protection along Main Street from Barnumville Road to Town Hall and Riley Rink. Design was recently completed by Dufrense Group, funded by the private developer. As a development-driven project, the expense of this construction project would be borne by the private developer of the hotel project. Timing of this project depends largely on the construction schedule of the proposed hotel. The 2015 CIP estimates that this project will occur in Fiscal Year 2018.

Phase 2 (total project costs of \$5,500,000 – 2013 estimate) and Phase 3 (total project costs of \$11,900,000 – 2013 estimate) of the updated master plan would not occur until well after Fiscal Year 2020, between 2025 and 2060.

Short-term, the CIP and updated Water Department master plan recommend several smaller upgrades to the water system with a total value of \$156,000 (2013 estimate), which would be funded through operating funds and the Water Department Reserve Fund. Projects include (1) installation of an isolation valve at the intersection of Main Street and Seminary Avenue (\$7,000 in Fiscal Year 2016); (2) replacement of a check valve for Well #1 (recently completed); (3) replacement of a check valve for Well #2 (\$3,000 in Fiscal Year 2015); (4) calibration of tank levels in SCADA (recently completed) and replacement of the chart recorder (\$3,000 in Fiscal Year 2016); (5) recoating the East Tank (\$50,000 in Fiscal Year 2016) and West Tank (\$60,000 in Fiscal Year 2016); (6) replacement of the master water meter (\$12,000 in Fiscal Year 2016); (7) updated Operation and Maintenance Manual (\$6,000 in Fiscal Year 2017); (8) replacing two hydrants and connecting to the newer 10 inch water main between Seminary Avenue and Orvis flagship store (\$15,000 in Fiscal Year 2017). At this time, the CIP does not include funding for seventy-seven water connections, transferring water service from 4 inch mains to larger mains. The long-range plan schedules this work to be completed before 2030.

The CIP recommends a new truck (\$42,000 total) for the Sewer and Water departments in Fiscal Year 2017 using operating funds and facility paving in Fiscal Year 2019 (\$20,000 total, shared evenly between Water and Sewer).

In order to pay for these continuing costs the Capital Improvement Program and updated Water Department master plan recommend annual increases in user rates of approximately five percent per year through Fiscal Year 2018, and then three percent increases thereafter.

Water Department Debt Service and Reserve Fund

For the Water Department, the Town bonded \$920,000 in 2009 to replace the Applewood Lane and Poplar Lane, and Riverside Heights water mains and Roundabout project and design Franklin, Dillingham and Williams streets and Highland Avenue projects. In 2010 the Town bonded \$1,310,000 to construct the Franklin, Dillingham and Williams streets and Highland Avenue project. As of the date of this CIP, all of these projects have been completed.

**Total Water Fund Debt Service
Fiscal Year 2015 to Fiscal Year 2020**

Fiscal Year	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Debt Service (\$)	293,885	290,944	348,000	340,303	228,682	223,975
Change (\$)	-6,973	-2,941	+57,056	-7,697	-111,621	-4,707

Of particular note are the increase of \$57,056 between Fiscal Year 2016 and Fiscal Year 2017 and the decrease of \$111,621 between Fiscal Year 2018 and Fiscal Year 2019. Generally, Water Department debt service is funded through user fees, although the 2015 CIP recommends that the Board of Water Commissioners establish a “Fire Protection Fee” to fund needed replacement of undersized water mains that will increase fire protection.

Reserve fund for the Water Department has recovered significantly since the recession. As of August 31, 2014, the Water Reserve Fund has \$668,428 in market value (compared \$481,637 at the end of Fiscal Year 2011). It should be noted that a portion of the Water Reserve Fund has been dedicated towards emergency infiltration mitigation.

F. PROPOSED SEWER DEPARTMENT IMPROVEMENTS

In Fiscal Year 2016 the CIP recommends cleaning the Sewer Treatment Plant lagoon #1 (\$160,000), funded through the Sewer Reserve Fund. Furthermore, the CIP recommends the following projects, funded through Sewer Department user fees: (1) roofing repairs at the Sewer Treatment Plant (\$44,000 in Fiscal Year 2017); electrical and HVAC improvements at the Sewer Treatment Plant (\$40,000 in Fiscal Year 2018); and replacement of the sewer flow meter (\$50,000 in Fiscal Year 2019). In addition, the CIP recommends a new truck (\$42,000 total) for the Sewer and Water departments in Fiscal Year 2017 using the operating funds. The CIP also recommends facility paving in Fiscal Year 2019 (\$20,000 total, shared evenly between Water and Sewer).

In order to pay for continuing capital and operating costs the 2015 Capital Improvement Program recommends annual increases in user rates of approximately three percent per year through Fiscal Year 2020.

Sewer Department Debt Service and Reserve Fund

For the Sewer Department, the Town bonded \$575,000 in 2009 for the Lincoln Avenue pump station improvements and the Roundabout project, as well as design of the Franklin, Dillingham and Williams streets project in Manchester Village and the Highland Avenue project. In 2010 the Town bonded \$760,000 to construct the Franklin, Dillingham and Williams streets and Highland Avenue project. As of the date of this CIP, all of these projects have been completed.

**Total Sewer Fund Debt Service
Fiscal Year 2015 to Fiscal Year 2012**

Fiscal Year	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Debt Service (\$)	72,920	72,598	104,081	100,900	99,376	97,624
Change (\$)	-273	-322	+31,483	-3,181	-1,524	-1,752

Of particular note are the increase of \$31,483 between Fiscal Year 2016 and Fiscal Year 2017, which will decrease the Department’s ability to make improvements. For this and other reasons, the Sewer Department capital plan is less ambitious compared the Water Department’s plan. The

2015 CIP does not recommend any borrow through at least Fiscal Year 2020. In general, Sewer Department debt service is funded through a sewer assessment, based on Grand List value, assessed to properties within the sewer service district.

The reserve fund for the Sewer Department has recovered significantly since the recession. As of August 31, 2014, the Sewer Capital Reserve Fund has \$669,370 in market value (compared to \$482,904 at the end of Fiscal Year 2011).

G. PARKS & RECREATION MASTER PLAN AND FUTURE INFRASTRUCTURE

Historically, the Parks & Recreation Department has experienced the most pressure to expand its facilities and infrastructure. For example, in the fall of 2006, using a loan from the UDAG Fund (new CIRC Fund), the Town christened Applejack Field. At the same time the Parks and Recreation Department suffered the most from deferred maintenance.

In July of 2011 the Town commissioned a study of the Town swimming pool and pool house. The study concluded that “pool should last another 10 to 15 years without any major expenses”, that the wading pool was “in pretty good shape” and that “the large problem is the building/locker room area, not the pool. I would recommend this building be replaced as soon as practical.” It should be noted that Town made improvements (approximately \$7,000) to the wading pool in the summer of 2013, which should extend the life of this structure for several more years with ongoing maintenance.

Based in part on the summer 2011 study, the Town’s Selectboard formed the Parks and Recreation Department Building Workgroup to investigate options for replacing the aging pool house. Later in the fall of 2011, after soliciting proposals through an RFP process, the Town selected Bread Loaf to conduct a study of the existing pool house and develop a conceptual design and cost estimates. Based on the recommendations of professionals, the Town concluded that renovating the existing pool house would not be cost effective or yield a building that would adequately serve the needs of the community. In fact, an earlier CIP stated that “[g]iven the extent of damage, for example most windows and doors are rotted out, the possibility of water damage and related problems, and ADA issues that would plague rehabilitation, it appears more practical to construct a new building rather than to attempt to restore the current pool house.”

Based on this recommendation, the 2012 Town Meeting voted to authorize the use of up to \$125,000 from the CIRC Fund for the design of a new building at the Dana L. Thompson Memorial Park. Design started almost immediately. At the same time, Town Meeting approved Article 27 by Australian ballot, which authorized a \$1,500,000 bond for the construction of the new facility, later named the Park House. At the following Town Meeting, in 2013, voters approved \$50,000 from the CIRC Fund for further improvements to the Park House.

Parks and Recreation Master Plan

In the past the Town has received numerous requests from third parties to build or expand infrastructure at the Dana L. Thompson Memorial Park; at the same time deferred maintenance issues preexisted. The Town, largely through the creation of the DPW and the deployment of more assets to the parks system as well as increased funding, has worked hard to address deferred maintenance issues. Needless to say, the addition of the Park House solved some ongoing issues, such as lack of adequate restrooms and changing rooms, efficient space for staff, and indoor activity and meeting space, which is particularly useful in the colder fall, winter and spring months.

The 2015 CIP supports revisiting the master plan for the Parks and Recreation Department and the Dana L. Thompson Memorial Park. As part of the master plan, the Dana L. Thompson Memorial Park land survey was recently updated with current assets, including the new Park House, and a reorganized Parks and Recreation Department Advisory Committee has been meeting to discuss larger facility issues. The end goal of the master plan process is to create a five and ten year master plan for the Parks and Recreation Department and the Dana L. Thompson Memorial Park. The updated master plan will also study the potential of attracting larger athletic tournaments to Manchester and the associated costs and benefits. As a result, the Town's economic development office has been actively involved in the development of the master plan.

So far, the Parks and Recreation Department Advisory Committee has identified a general lack of athletic fields, especially fields in good to excellent condition. The Town has already begun the process of developing a plan to construct two new, full-sized, athletic fields north of Applejack Field. Currently the area is cleared and mowed, but is not level enough for competitive athletics. The current concept is to develop two fields, running north to south and approximately 120 yards by 75 yards each. Initial engineering estimates for this potential project are approximately \$250,000, including design, onsite engineering (part-time) and construction. One of the major cost drivers is the lack of adequate topsoil for athletic fields at the Park.

Initial discussions by the Parks and Recreation Department Advisory Committee have also identified indoor athletic space (gymnasium and field house) as a potential unmet need. This, however, is a much larger discussion given the potential cost.

Another potential option is to purchase additional land adjacent to the Dana L. Thompson Memorial Park. The obvious choice is the land owned by St. Paul's Catholic Church, which is hindered by an Act 250 permit, potential archeological survey and historic petroleum contamination.

Other Parks and Recreation Projects and Issues

The 2013 Town Meeting approved up to \$50,000 from the CIRC Fund for the purpose of constructing a new skatepark at the Dana L. Thompson Memorial Park. Under the Town Meeting vote, the Town is authorized to use up to \$50,000 to match funds raised by the skatepark committee. Current discussions have focused on relocating the new concrete skatepark on the parcel of land south of Applejack Field and near the Manchester Rod and Gun Club.

The pool was resurfaced in 2008 at a cost of almost \$70,000. The useful life of this investment is estimated at seven to eight years (or 2016). At the time of the 2014 CIP, the swimming pool surface was still in good condition, but will need to be replaced at some point in the near future. A more immediate concern is the diving board at the Town swimming pool. The Department of Public Works has made numerous repairs to the diving board. The CIP recommends replacing the diving board with a water slide in the beginning of Fiscal Year 2016 (July 2015).

As noted in the 2008 CIP, the Dana L. Thompson Memorial Park had become increasingly a regional asset funded by the taxpayers of Manchester and Dorset. Since the 2008 CIP, the Town of Dorset has decided to no longer contribute to the Park. This decision by Dorset has created a \$54,000 gap that is being filled by Manchester taxpayers. The current situation is inequitable and unfair to those paying taxes in Manchester. The 2009 CIP suggested that in order to provide non-residents an opportunity to fund some of the Park's maintenance and capital needs the Selectboard should consider enacting a parking ordinance that includes a two or three dollar charge for parking at the Dana L. Thompson Memorial Park. This is less expensive than the gate fee charged by the Vermont State Parks (State charges \$3.00 for each user over 13 years of age, \$2.00 for each user 13 years of age and younger). Residents and taxpayers would receive an annual pass and not be

charged the fee. If enacted, proceeds from the gate would be earmarked towards a dedicated capital fund and appropriated by Town Meeting from time-to-time for Parks & Recreation Department capital projects. The issue of solving the underlying inequity of funding the Park is still a lingering public policy question.

FISCAL YEAR 1991

GENERAL FUND

General Fund capital expenditures totaled \$782,200 to implement seven (7) items. Various funding mechanisms necessary for item implementation, were approved by the legislative body (the Selectmen) and Town Meeting.

- Computer System - Finance Department acquired and installed new computer system (networked P.C.) for the Town. Budgeted amount: \$11,200; actual expenditure: \$12,791.
- Dump Truck - Highway Department; budgeted amount: \$55,950; actual expenditure: \$54,173.
- Road Paving - Budgeted amount: \$70,000; actual expenditure: \$64,913 in conjunction with Center Hill Rd. project and Nottingham Rd.
- Sidewalk Construction/Improvements - Budgeted amount: \$80,000; actual expenditure: \$77,787; on Center Hill Rd. and on southeast side of Main St.
- Recreation Area Parking Lot Repaving - Budgeted amount: \$45,000 in UDAG funds; actual expenditure: \$44,325
- Mt. Laurel Building Acquisition - Acquired for \$325,000 (\$108,000 from School/Town reserve fund and \$217,000 borrowed).
- Junction Improvement Project (bridge rehabilitation and footbridge) – Total cost: \$167,336; funded as follows: \$104,645 borrowed, \$50,000 State AOT grant, \$12,691 private contribution (Tanger).

SEWER FUND

- Aeration System Replacement/Sludge Disposal - Budgeted amount: \$180,000; actual expenditure: \$148,000; project funded via accrued surplus; final portion of project completed in FY 91/92.

WATER FUND

- Junction Improvement Project - constructed new water main across the West Branch of the Battenkill. Budgeted amount to be borrowed: \$115,000; actual amount borrowed: \$96,934.

SCHOOL DEPARTMENT

- No capital projects proposed.

GENERAL FUND

General Fund proposed capital expenditures totaled \$482,200 to implement six (6) items.

- Backhoe - Highway Department, in conjunction with the Water and Sewer Departments, purchased a new backhoe. General Fund budgeted share of 50%: \$30,000; actual expenditure \$25,902.
- Brush Chipper - Highway Department; acquired for \$17,420.
- Road Paving - Budgeted amount: \$90,000; actual expenditure: \$89,972; to repave portions of Richville Rd., Lathrop Ln., Sugar House Rd. and Beech St.
- Sidewalk Construction/Improvements – Budgeted amount: \$50,000; Actual expenditure: \$22,210; for Main St. and a portion of the Rt 7A South project.
- Grandstand Improvements - Dana Thompson Recreation Area; budgeted amount: \$12,000 in UDAG Funds; actual expenditure: \$10,694.
- Mt. Laurel Building Renovations - Transformed Mt. Laurel School Building into a functional Town Office facility; budgeted amount: \$265,000 (bond); actual expenditure: \$239,000

SEWER FUND

- Backhoe - Sewer Department to contributing 25% towards acquisition; budgeted amount: \$15,000; actual expenditure: \$12,951.

WATER FUND

- Backhoe – Water Department to contributing 25% towards acquisition; budgeted amount: \$15,000; actual expenditure: \$12,951.

SCHOOL DEPARTMENT

- School Bus - budgeted amount: \$35,000; actual expenditure: \$22,000 from sinking fund to acquire a "handicapped van".

GENERAL FUND

General Fund proposed capital expenditures totaled \$1,014,500 to implement six (6) items.

- Fire Truck - Fire Department - budgeted amount: \$151,000; actual expenditure: \$153,600 from the Equipment Reserve Fund.
- Pick-up Truck - Highway Department; budgeted amount: \$31,000; actual expenditure: \$26,400, plus trade-in.
- Road Paving - budgeted amount: \$90,000; actual expenditure: \$94,259 for a substantial portion of Rt. 7A, South, in conjunction with sidewalk construction and curb replacement.
- Sidewalk Construction - budgeted amount: \$80,000; actual expenditure: \$79,837 (\$64,560 Town & \$15,277 Tanger) along the east and west sides of Rt. 7A, South as well as on the North end of Main St.
- Playing Field Expansion - Recreation Area - budgeted amount: \$12,500; actual expenditure: \$12,500.
- Town Green Acquisition - May 6, 1993 budgeted amount: \$650,000; actual expenditure: \$721,115 (\$750,000 less \$5,000 for monitoring wells, less \$23,885 from fire insurance proceeds) at closing. Additional funding sources as follows: UDAG - \$672,000; and private contributions - \$49,115.

SEWER FUND

- No capital projects proposed or undertaken in FY 93.

WATER FUND

- No capital projects proposed or undertaken in FY 93.

SCHOOL DEPARTMENT

- School Boilers Replacement – budgeted amount: \$80,000; actual expenditure: \$73,000.

GENERAL FUND

General Fund proposed capital expenditures totaled \$342,000 to implement eight (8) items.

- Bridge Repair: Bridge #24 on Barnumville Road - budgeted amount: \$40,000; actual expenditure: \$24,750 (\$ 22,275 / 90% State grant & \$2,475 / 10% Town).
- Dump Truck - Highway Dept.; budgeted amount: \$59,000; actual expenditure: \$57,955.
- Road Paving - budgeted amount: \$100,000; actual expenditure: \$101,808 for portions of North Rd., West Rd., Barnumville Rd., Depot Parking Lot. Town piggy-backed on a Village project to complete a small portion of Rt. 7A, between Ways Lane and Grand Union.
- Sidewalk Construction - sidewalk and curb replacement on Highland Ave. (between Elm and Rt.11/30) and on Main St. (in front of the Madkour/Shaw property). Highland Ave. also required lowering and repaving the road and installing drainage intakes; actual expenditure: \$43,034.
- Police Computer and Record Keeping Software - Police Department; budgeted amount: \$15,000; actual expenditure: \$14,278.
- Pick-up Truck - Recreation Department; budgeted amount: acquired a 1993 Toyota pick-up for \$8,000 (\$5,000 from Capital Expenses & \$3,000 from Savings).
- Playground Equipment - Recreation Area; estimated cost: \$28,000; budgeted amount: \$10,000 town appropriated, the balance from private fund raising by Rotary Club and the Recreation Department; actual expenditure: \$ 25,060 (\$10,000 Town and \$15,060 private).
- Pool Improvements - Recreation Area; budgeted amount: \$45,000; actual expenditure: \$48,200 (\$3,200 coming from the Recreation Department's savings account and the balance coming from private fund raising/contributions).

SEWER FUND

- Pick-up Truck - Sewer Department paid for 50% of \$19,292 cost of 1994 Ford F-350.

WATER FUND

- Pick-up Truck - Water Department paid for 50% of \$19,292 cost of 1994 Ford F-350.

SCHOOL DEPARTMENT

- School Bus Replacement - Elementary School's bus; budgeted amount: \$40,000; actual expenditure: \$39,000.
- School Addition/Renovation – Renovation and expansion of Manchester Elementary School; budgeted amount: \$2,700,000; 70% funded from local bond issue and 30% from a State Building Assistance grant.

GENERAL FUND

General Fund proposed capital expenditures totaled \$2,221,500 to implement eight (8) items.

- Sidewalk Tractor - Highway Department; used “Trackless” sidewalk machine capable of snow removal (by plow or snowblower), sanding and sidewalk cleaning; budgeted amount: \$22,000; actual expenditure: \$22,965.
- Road Paving - budgeted amount: \$90,000; paving of Richville Rd. (south end), Powderhorn Rd. (all), Barnumville Rd. (Rt. 7A end), Beech St. (mid section), Muddy Ln. (east end apron).
- Sidewalk Construction - budgeted amount: \$50,000; actual expenditure: \$52,757; new sidewalks (concrete & granite curbs) on both sides of Bonnet St. Project completed in conjunction with water main replacement, road reconstruction, and drainage system installation on Bonnet St.
- Unmarked Cruiser - Police Department-1995 Ford Taurus; budgeted amount: \$16,500; actual expenditure: \$15,488. State bid process was utilized to acquire this vehicle.
- Pool House Improvements - Recreation Area-construction of rest rooms and additional office space; budgeted amount: \$50,000 in UDAG funds; actual expenditure: \$50,000.
- Picnic Area - Dana Thompson Memorial Park-construction of new pavilion and picnic area (grills, picnic tables, etc...); budgeted amount: \$16,000 in UDAG funds; actual expenditure: \$16,000 expenditure (\$11,000 in UDAG funds and \$5,000 in private contributions).
- Town Green Construction – Conservation Commission budgeted amount: \$17,000; actual expenditure: \$13,000 in donations and an estimated \$20,000 in in-kind services.

SEWER FUND

- Pick-up Truck - The Sewer Dept. paid for 50% of the \$15,150 cost of truck acquisition.

WATER FUND

- Pick-up Truck - The Water Dept. paid for 50% of the \$15,150 cost of truck acquisition.
- Water Main Installation - budgeted amount: \$150,000; actual expenditure: \$144,909.

SCHOOL DEPARTMENT

- School Bus Replacement - School Department; purchase price \$42,875.
- School Addition/Renovation - \$2,700,000 renovation and expansion project was substantially completed in the winter of 1995.

GENERAL FUND

General Fund proposed capital expenditures totaled \$2,198,000 to implement four (4) items.

- Mobile Sweeper - Highway Department-Elgin streetsweeper; budgeted amount: \$110,000; actual expenditure: \$102,916.
- Road Paving - budgeted amount: \$125,000; actual expenditure: \$123,718 (of which \$35,000 State Class 2 Paving grant offset 48% of the cost to pave West Road), New Ireland Road and the north end of Beech Street.
- Recording System - Police Department acquired system to record citizen-dispatch telephone conversations; budgeted amount: \$13,000; actual expenditure: \$13,718.
- Public Safety Facility - 25,000 square foot facility, housing the Police Department, Fire Department, and Rescue Squad, opened and became operational in March of 1996. As of July 1, 1996, \$1,940,694 had been expended on project.

SEWER FUND

- No capital projects proposed or undertaken in FY 96.

WATER FUND

- No capital projects proposed or undertaken in FY 96.

SCHOOL DEPARTMENT

- School Department completed a three-year lease purchase agreement in 1995 to acquire twenty-five MacIntosh computers.

GENERAL FUND

- Rebuild Pumper Truck – Fire Department- rebuilt Fire Engine #5 ('78 Maxim); budgeted amount: \$81,800; actual expenditure: \$82,940 funded from the “Equipment Reserve Fund”.
- Bridge Repair (#8) - Agency of Transportation issued a “critical bridge report” for Town Bridge #8 (Richville Rd. bridge over Bourn Brook) in spring of 1995. The Town successfully sought and received funding (\$50,000) for restoration of the bridge through the State’s “Special Bridge and Culvert Program”. Project was completed in May of 1997 for \$80,783. The project cost was about \$5,000 over budget due to the additional guardrail and deck work that was required.
- Acquisition of Dump Truck - Diesel International dump truck with plow, sander and spreader and other required equipment; budgeted amount: \$70,000; actual expenditure: \$69,227 with trade-in.
- Replace Underground Storage Tanks (UST) - one new above-ground 4,000 gallon diesel tank replace 3 tanks; budgeted amount: \$20,000; actual expenditure: \$22,911 (tank size was upgraded from 2,000 gallons to 4,000 gallons).
- Sidewalk Construction - budgeted amount: \$75,000; actual expenditure: \$69,974 to replace sidewalk and curbing on Elm St.
- Road Paving – budgeted amount: \$75,000; actual expenditure: approximately \$75,000 for paving Spruce St, Canterbury Ln., Carlen St., Highland Ave. (mid portion), Lye Brook (apron), Lorette Ave. (apron) and High Meadow Way (mid portion).
- Resurface Swimming Pool - shallow end pool resurfaced to address surface roughness and deterioration; budgeted amount: \$17,500; actual expenditure: \$17,594.

SEWER FUND

Aeration System Replacement – budgeted amount: \$80,000; actual expenditure: \$71,402.

WATER FUND

- No capital projects proposed or undertaken in FY 97.

SCHOOL DEPARTMENT

- No capital projects proposed in FY 97.

GENERAL FUND

General Fund proposed to implement eleven (11) items.

- Radio Upgrade – Fire Department radio system upgraded to “high band”; acquisition of related equipment; budgeted amount: \$35,000; actual expenditure: \$38,806 funded from the Equipment Reserve Fund.
- Jaws of Life – Fire Department; retrofitted existing “jaws of life” instead of purchasing a new package; actual expenditure: \$8,135 from department’s operating budget.
- Dump Truck – F-350 one ton dump truck with plow and sander; budgeted amount: \$360,000; actual expenditure: \$30,665.
- Dump Body – New dump body for the 1986 International truck; budgeted amount: \$16,000; actual expenditure: \$15,726.
- Road Paving – budgeted amount: \$75,500; actual expenditure: \$77,762; for paving High Meadow Way, a portion of North Rd., aprons on Overlook & Wind Hill and crack sealing.
- Sidewalk Construction – budgeted amount: \$55,000; actual expenditure: \$53,883; southwest side of Bonnet St., from School St. to the bridge, upper portion (Cemetery Ave. to Main St.) of the Center Hill, final portion of the brick sidewalk adjacent to the Baptist Church (Main St. & Bonnet St.).
- Marked Cruiser - budgeted amount: \$22,000; actual expenditure: \$21,240.
- Pool Resurfacing - Periodic maintenance; budgeted amount: \$17,500; actual expenditure: \$16,149.
- Pool Cover - budgeted amount: \$7,000; actual expenditure: \$6,434.

SEWER FUND

- Sewer Main Installation - Originally budgeted for West Rd. sewer main, from Ways Lane north; however, more extensive replacement effort (Witherall Lane -north) was needed. Therefore, budgeted amount: \$25,000; actual expenditure: \$47,345.

WATER FUND

- Water Main Installation - Extensive water main replacement from Witherall Lane to past Powderhorn Rd. on West Rd.; actual expenditure: \$464,100.

SCHOOL DEPARTMENT

- Classroom Renovations - Three classrooms; budgeted amount: \$27,000; actual expenditure: \$45,000.

FISCAL YEAR 1999

GENERAL FUND

General Fund proposed to implement ten (10) items.

- Front End Loader - Highway Department; 1998 928G Caterpillar Front End Loader purchased from Southworth-Milton; budgeted amount: \$110,000; actual expenditure: \$84,599.
- Road Paving - budgeted amount: \$105,000; actual expenditure: \$107,196 for paving East Manchester Rd (funded in part by \$30,000 State Class 2 Paving Grant), and for crack sealing of portions of Main St. and West Rd.
- Marked Cruiser - Police Department; 1999 Crown Victoria; budgeted amount: \$22,500; actual expenditure: \$22,052.
- Town Green Improvement - budgeted amount: \$92,000; actual expenditure: \$43,544 (\$41,203 in ISTE A Enhancement Grant & \$2,341 in UDAG).
- Tractor - Recreation Department; Kubota B7300 hydro tractor with turf tires; budgeted amount: \$8,000; actual expenditure: \$8,000.
- Rink Reconstruction - budgeted amount: \$25,000; actual expenditure: \$21,635.
- Drive and Parking Improvements – Original plan included new “drop-off” area in front of Pool House and relocation of access drive and adjacent parking. Due to insufficient funds (budgeted amount: \$40,000) to complete entire project, only “drop off” area was completed, while balance of this initiative was deferred to FY 2000; actual expenditure \$19,869.
- Tennis Backstop - budgeted amount: \$5,000; actual expenditure: \$4,000.
- Computer Upgrade - Parks and Recreation Department; computer system (2 PIONEX Pentium II 350's, 2 monitors, laser printer, etc.); budgeted amount: \$5,000; actual expenditure: \$5,002.
- Wayfinding Program - Park & Walk Program; beyond design work, \$71,000 (contributed as part of the High Ridge Plaza permitting process), was used to construct four informational kiosks, to make and install informational signs, and to purchase a paint machine and stencils for highway markings.

SEWER FUND

- Pick-up Truck - Sewer Department offset 50% of the \$16,064 cost of the Water/Sewer truck acquisition (1999 Ford F-350 pick-up truck).

WATER FUND

- Pick-up Truck - Water Department offset 50% of the \$16,064 cost of the Water/Sewer truck acquisition (1999 Ford F-350 pick-up truck).

SCHOOL DEPARTMENT

- Lighting Retrofit - Replacement of existing lighting fixtures and ballasts with energy efficient lighting at MEMS; budgeted amount: \$18,000; actual expenditure: \$14,895 (\$21,032 less a CVPS rebate of \$6,137).
- Classroom Renovations – Conversion of Living Arts and Technical Education rooms into three classrooms; budgeted amount: \$80,000; actual expenditure: \$87,000.
- Install Door Holders - To comply with State fire code, and thus allow classroom doors to remain open to increase ventilation, the School installed magnetic door closers on classroom doors; budgeted amount: \$35,000; actual expenditure: \$6,300.
- School Bus Purchase - Two school buses; first, a full-size 72 seat bus (\$50,145); second, a 22 seat bus, (\$29,049); budgeted amount: \$51,000; actual expenditure: \$79,194.
- Computer Acquisition - School Department made final payment on a three year, \$30,000 lease-purchase agreement to acquire twenty-five Mac Computers.

FISCAL YEAR 2000

TOWN GENERAL FUND

General Fund proposed to implement nine (9) items, however only seven (7) projects were completed during this fiscal year, and two were delayed until FY 2001.

- Computer Upgrade - Finance Department; "file server"; actual expenditure: \$4,385.
- Sidewalk Machine - Highway Department; budgeted amount: \$58,000; actual expenditure: \$58,158.
- Paving - budgeted amount: \$119,250; actual expenditure: \$119,506 (partially funded by a \$44,250 AOT Class II paving grant) for paving approximately two miles of Richville Rd.
- Sidewalk Construction – Reconstruction of 640 foot portion of Rt. 7A, North that runs between Barnumville Rd. and the Aspen Motel; budgeted amount: \$50,000; actual expenditure: \$55,124 (\$50,000 in UDAG was used to offset costs).
- Unmarked Cruiser - 2000 Chevrolet Impala; budgeted amount: \$23,000; actual expenditure: \$18,684.
- Drive & Parking Improvements - Recreation Area; budgeted amount: \$55,000; actual expenditure: \$50,841
- Town Hall UST Replacement - 2000 gallon underground, double walled, storage tank with leak detection system; budgeted amount: \$45,000; actual expenditure: \$24,992.

SEWER FUND

- No capital projects proposed or undertaken in FY 00.

WATER FUND

- No capital projects proposed or undertaken in FY 00.

SCHOOL DEPARTMENT

- Computer Acquisition - \$10,000 payment on lease-purchase agreement to acquire twenty-five Mac Computers.

FISCAL YEAR 2001

GENERAL FUND

2000 CIP - FY 01 General Fund proposed to implement eight (8) items, however only seven (7) projects were completed during this fiscal year.

- Pumper Truck - Fire Department; replaced Fire Engine #2, a 1968 Howe; budgeted amount: \$280,000; actual expenditure: \$282,366 (funded through the Equipment Reserve Fund).
- Bridge #9 Construction - budgeted amount: \$465,000; actual expenditure: \$460,000 (funded 95% by State and federal grant and 5% by Town funds).
- Grader - Highway Department; 2001 John Deere grader to replace 1985 Caterpillar; budgeted amount: \$127,846; actual expenditure: \$124,485.
- Paving - budgeted amount: \$75,000; actual expenditure: \$74,930; to pave Deer Meadow Rd., Applewood Ln., Swezey Rd., Peace St. Roberts Rd. and Dufresne Pond Rd. (shim).
- Marked Cruiser - Police Department; 2001 Crown Victoria; budgeted amount: \$23,500; actual expenditure: \$21,157.
- Tennis/Basketball Light Replacement - amount: \$20,000 for acquisition and installation; actual expenditure: \$11,200 for acquisition.
- Roller Shelf Desk - Town Clerk; five tier, document storage unit; budgeted amount: \$5,000; actual expenditure: \$4,705.

SEWER FUND

- West Rd Phase II - actual expenditure: slightly over \$31,000.

WATER FUND

- West Rd Phase II - actual expenditure: approximately \$315,000.

SCHOOL DEPARTMENT

- Computer Acquisition - School Department made final \$10,000 payment on a lease-purchase agreement to acquire twenty-five Mac Computers.

FISCAL YEAR 2002

GENERAL FUND

General Fund proposed to implement seven (7) items.

- One-Ton Dump Truck - Ford F-350, with dump body, plow and other equipment; was acquired in FY 02 for \$52,980, a bit below the \$55,000 budgeted for this vehicle.
- Roadside Mower - Equipment was obtained for about \$1,600 less than the \$7,000 allocated for this item.
- Paving - budgeted amount: \$75,000; actual expenditure: \$74,025; to pave Dufresne Pond Rd (overlay), Nottingham Drive and Wideawake Rd.
- Sidewalk Construction - budgeted amount: \$80,000; actual expenditure: \$73,952; completed Phase II of the RT 7A, North sidewalk reconstruction project (north to the Aspen Motel).
- Marked Cruiser - Police Department; 2003 Crown Victoria; budgeted amount: \$24,500; actual expenditure: \$22,541.
- Pick-up Truck - Parks and Recreation Department; 1995 GMC pick-up; budgeted amount: \$10,000; actual expenditure: \$10,000.
- Pool House Plumbing & Heating Upgrade - Parks and Recreation Department; budgeted amount: \$20,000; actual expenditure: \$15,550.

SEWER FUND

- West Rd Phase II - actual expenditure: \$204,387.
- Sludge Disposal - Wastewater Treatment Plant's Lagoon #1 removal and disposal of accumulated sewer sludge; serviced by Mobile Dredging; budgeted amount: \$200,000; actual expenditure: \$102,647.

WATER FUND

- West Rd Phase II - actual expenditure: \$121,119.

SCHOOL DEPARTMENT

- No capital projects proposed or undertaken in FY 02.

FISCAL YEAR 2003

GENERAL FUND

2002 CIP - FY 03 General Fund proposed to implement seven (7) items.

- Land Rover - acquired and converted into a Brush Truck, for less than the budgeted amount of \$25,000
- Two fire sirens - budgeted and acquired amount: \$11,500.
- Dump truck (International 7000) - budgeted amount: \$95,000; actual expenditure: \$85,755.
- Paving - budgeted amount: \$155,000; actual expenditure: \$149,247; to pave River Road, Hillvale and parts of Mtn. View Terrace.
- 4-wheel Drive Vehicle - Police Department; budgeted amount: \$25,000; actual expenditure: \$25,378.
- Grandstand Renovations - Parks and Recreation Department; budgeted amount: \$30,000; actual expenditure: \$31,526.
- Boiler Upgrade - Town Hall; budgeted amount: \$55,000; actual expenditure: \$58,867.

SEWER FUND

- Variable frequency drive replaced for \$23,606, slightly more than was budgeted.

FISCAL YEAR 2004

GENERAL FUND

2003 CIP - FY 03 General Fund proposed to implement eight (8) items, however only seven (7) projects were completed during this fiscal year, with the monies for the park improvements being applied for the completion of the renovations to the Grandstand.

- Dump Truck with Equipment - budgeted amount: \$97,000; actual expenditure: \$97,745.
- Asphalt Reclaimer - budgeted amount: \$23,000; actual expenditure: \$22,690.
- Paving - actual expenditure: \$119,917 to pave West Road; portions of Riverside Heights and Wymans Lane.
- Sidewalk Construction/Improvements: Rt. 7A sidewalk project completed using the TCSP funds, extending north beyond Town Hall.
- Grandstand Renovations - actual expenditure: \$20,000.
- Tennis/Basketball Courts Resurfacing – budgeted amount: \$10,000; actual expenditure: \$7,619.
- Playground Expansion – funded partially with \$17,000 donation from the Rotary Club.

SEWER FUND

- No capital projects proposed or undertaken in FY 04.

WATER FUND

- Water Main Replacement - Cottage Street, upgrading to an eight inch ductile iron main, roughly 1,200 feet; budgeted amount: \$225,000; actual expenditure: \$246,234.
- Variable Frequency Drive Replacement - Battenkill Well; actual expenditure: \$41,460. Funded in part through a grant from Efficiency Vermont.

SCHOOL DEPARTMENT

- Roof Replacement and Heating System - budgeted amount: \$625,000 (Roof Replacement \$241,000 and Heating System \$240,000); actual expenditure: \$1,052,299, of which \$800,000 was bonded.

FISCAL YEAR 2005

GENERAL FUND

General Fund proposed to implement fourteen (14) items, however only twelve (12) projects were completed during this fiscal year, while one (refurbished tanker for the Fire Dept.) was deferred, and one (Chamber's Gazebo) never begun.

- Jaws of Life - Fire Department; replaced with new, lighter and state-of-the-art technology; funded through grants.
- Dump Truck - Highway Department; replace 1997 F-350 with a one ton truck.
- Elm Street Drainage Project - part of a comprehensive sewer and water main upgrade, was completed, with a new road surface.
- Highway Garage Expansion - completed on time and under budget.
- Paving - Shimming and overlay of North Road.
- Sidewalk Improvement - Richville Road completed; included new sidewalk and some granite curbing from the Post Office to the southern entrance to Green Mountain Road.
- Marked Cruiser - Police Department; replaced 2001.
- Grand Stand - Renovations completed.
- Pick-up Truck for Parks and Recreation Department.
- Swimming Pool Improvements - Evaluation of thirty year old pool completed; several items were addressed.
- Utility Barn - Continued upgrades.
- Applejack Field improvements completed, with the exception of lighting.

SEWER FUND

- Sewers - Replacement of sewers along Elm Street, in conjunction with the water main and street drainage project.

WATER FUND

- Water Mains - 1200 feet of water mains along Elm Street were replaced with new 12 inch ductile iron lines. The 5,300 feet of (circa 1913) four inch cast iron water mains along E. Manchester Road were

replaced with 12 inch ductile iron mains.

SCHOOL DEPARTMENT

- No capital projects undertaken in FY 05.

FISCAL YEAR 2006

GENERAL FUND

General Fund proposed to implement eleven (11) items, however only eight (8) projects were completed during this fiscal year.

- Painting - Repainted approximately 250 feet of the Center Hill Wall, at the request of the Cemetery Commission; budgeted amount: \$4,000; actual expenditure: \$3,000.
- Paving - North Road (utilized new chip sealing process); shimmed Barnumville Road, and crack filled West Road and Richville Road; budgeted amount: \$125,000; actual expenditure: \$123,682.
- Sidewalk Improvement - replaced lengthy section, in conjunction with the Village, near Stewarts; budgeted amount: \$45,000; actual expenditure: \$45,618.
- Debt Service - set up bond payments of \$20,000 per year to reflect debt service as a capital expenditure.
- Marked Police Cruiser Replacement - Police Department; actual expenditure: \$23,041, less the trade in value of \$4,555, for a net cost of \$18,486.
- Regional Animal Holding Facility - Located off Airport Rd.; fully operational.
- Athletic Fields Improvements - Rec Area; Rotary Club donated much labor and about \$2,000 worth of soil and seed.
- Tractor Mower with Attachments – Rec Department; budgeted amount: \$10,000; actual expenditure: \$14,832 (\$9,378 for mower, additional \$5,454 in various attachments).

SEWER FUND

- Lagoon Chlorination Improvements - Conversion from gas-based to liquid-based chlorination/dechlorination process at the sewage treatment plant.

WATER FUND

- Water Meter Replacement – Approximately 650 of the 1500 water meters replace with new radio-read technology.
- Main Replacement - Bond, Leland Dr. and Mt. View Terrace; budgeted amount: \$253,000, actual expenditure: \$214,257.

SCHOOL DEPARTMENT

- No capital projects proposed or undertaken in FY 06.

FISCAL YEAR 2007

GENERAL FUND

- Roadway Paving - Budgeted amount: \$150,000. Actual Cost: \$149,546. Work included paving of about 3 miles including Barnumville Road and Beech Street.
- Sidewalk Construction - Budgeted amount: \$19,000. Actual cost: \$15,980. Work included restoration of sidewalks along Elm Street Extension and drainage.
- Highway Department Vehicle Acquisition - Budgeted amount: \$155,000. Actual cost: \$147,648. Purchased International brand tandem truck and associated equipment.
- Highway Department Equipment Acquisition - Actual amount: \$4,900. Purchased paint sprayer.
- Platform Fire Truck - Actual amount: \$715,467 (\$260,000 from UDAG Loan, \$385,000 from Equipment Reserve Fund and \$70,000 in Fire Department Funds).
- Unmarked Police Cruiser - Budgeted amount: \$26,500. Actual amount: \$22,821. Replaced Police Department unmarked cruiser with 2007 Chevrolet Impala.
- Chlorination System - Budgeted amount: \$6,000. Actual amount: \$4,211. Replaced older automated pool chlorination system.
- Applejack Field Improvements – made improvements to Applejack Field including renovating grandstand (\$13,924) and installed scoreboard (\$10,352) donated by the Manchester Rotary Club.

SEWER FUND

- No capital projects proposed or undertaken in FY 07.

WATER FUND

- Completed water meter replacement project: Budgeted amount: \$105,000. Actual cost: \$323,498. Project accelerated into two years instead of the original three year plan.
- Purchased Bushee parcel and house on Richville Road for aquifer protection. Actual cost: \$231,276.

SCHOOL DEPARTMENT

- No information was received.

FISCAL YEAR 2008

GENERAL FUND

- Parks & Recreation Pool Resurfacing – Item was approved by Town Meeting at the March 2008 meeting. Project included the resurfacing of the pool. Budgeted amount: \$70,000. Actual Cost: \$69,281.07.
- Energy Audit – Perform energy audits of Town-owned buildings. (Audits expected to be finalized in Fiscal Year 2009.) Budgeted amount: \$15,000. Actual amount: \$4,569.
- Upgraded of Town Hall Heat Control System – Began upgrading Town Hall heating system to a programmable digital system rather than the archaic pneumatic control system. New system will allow for the more precise control of heat as well as enhanced ability to set back temperature during nights and weekends. Actual cost: \$14,800. Project to be finished in Fiscal Year 2010.
- Highway Department Paving – Paved Richville Road, Union Street and New Ireland Road (shim only in FY 2008, top coat in FY 2009). Budgeted cost: \$150,000. Actual cost: \$317,988.85 (received State Class II Grant in the amount of \$168,000).
- Highway Department Equipment Acquisition – Purchased Holder brand sidewalk plow (\$89,990), tractor and mower boom (\$76,500). Also purchased three Toro brand commercial zero-turn mowers and trailer (\$31,885.44), in conjunction with the decision to begin using Town employees to perform mowing services. Budgeted amount: \$197,000. Actual amount: \$198,375.44.
- Marked Police Cruiser – Budgeted amount: \$27,000. Actual amount: \$24,707. Replaced Police Department marked cruiser with 2008 Ford Crown Victoria.
- Demolished Horse Barn at Parks & Recreation – Demolished dilapidated horse barn (Barn #2) at Dana L. Thompson Memorial Park. Minimal cost.

SEWER FUND

- Master Plan (Phase I and Phase II) – Continued work on the Sewer Master Plan. Budgeted amount: \$54,000. Actual cost: \$33,321.57.
- Truck Replacement – Replaced truck with new diesel Ford F-350. Actual cost: \$36,424.29 (Sewer share was \$18,212.15).

WATER FUND

- Cass Terrace – Replaced water main and service connections along Cass Terrace. Budgeted amount: \$160,495.03. (Fiscal Year 2008 budget included \$332,500 for all water main replacement projects.)
- Elm Street Extension Project – Replace water mains and drainage lines along Elm Street Extension.

Phase I (\$10,296.13) expedited and completed in FY 2007 and 2008 in order to maintain proper water pressure to customers; Phase II (\$53,388.66) completed in FY 2008. (Fiscal Year 2008 budget included \$332,500 for all water main replacement projects.)

- Truck Replacement – Replaced truck with new diesel Ford F-350. Actual cost: \$36,424.29 (Water share was \$18,212.14).

SCHOOL DEPARTMENT

- No information was received.

FISCAL YEAR 2009

GENERAL FUND

- Energy Audit Implementation – Completed energy audit of Town buildings. Upgraded heating and air conditioning system at Town Hall. Budgeted amount: \$50,000. Actual amount: \$27,625.
- Parks and Recreation Department – Purchased playground equipment. Budgeted amount: \$20,000. Actual amount: \$13,248.35. State grant received. Savings due to staff installation of equipment.
- Police Department – Purchased 2009 Crown Victoria cruiser to replace the 2006 Crown Victoria cruiser. Budgeted amount: \$28,000. Actual amount: \$23,394. Sold old cruiser for \$5,516.
- Emergency Generator – Installed at Town Hall as well as propane tank. Budgeted amount: \$35,000. Actual amount: \$38,509. Project included federal Homeland Security funds of \$11,686.
- Public Safety Facility – Made temporary repairs by paving parking lot. Budgeted amount: \$14,000. Actual amount: \$12,649.
- Department of Public Works Equipment Acquisition – Purchased 2009 International Dump Truck with dump body and plow (\$101,219) Budgeted amount: \$93,000. Actual amount: \$101,219.
- Department of Public Works Paving- Top coated New Ireland Road, High Meadows Road, and Beech Street (\$131,698.05). Also paved Route 7A to Main Street (\$83,232 – received grant of \$83,232 from State AOT). Budgeted amount: \$133,000. Actual amount: \$206,675.
- Department of Public Works Construction – Elm Street Extension. Made drainage improvements and full top coat overlay in conjunction with the Water Department project. Budgeted amount: \$90,000. Actual amount: \$84,579.

SEWER FUND

- Designed new wet well and other improvements at Lincoln Ave. Pump Station. Budgeted amount: \$27,000. Actual amount: \$23,033.
- Installed new aeration system at waste water facility treatment. Budgeted amount: \$80,000. Actual amount: \$64,877.
- Started Phase III of the waste water Master Plan. Budgeted amount: \$50,000. Actual amount: \$24,926.

WATER FUND

- Elm Street Extension – finished Elm Street project (Phase II) and paved roadway. Budgeted amount: \$90,000 (budget amended from \$12,000 to \$90,000 in April of 2008). Actual amount: \$71,875.

- Finalized Applewood Lane water main design. Budgeted amount: \$50,000. Actual amount: \$20,074.
- Finalized Riverside Heights water main design. Budgeted amount: \$19,000. Actual amount: \$13,727.

SCHOOL DEPARTMENT

- No information was received.

FISCAL YEAR 2010

GENERAL FUND

- Made energy efficiency upgrades, including installation of new hot water tank at Town Hall, replacement of outside wall pack lighting at Public Safety Facility with LED lighting, and replaced lighting controls at Town Hall. (\$7,438)
- Made repairs to the Public Safety Facility sprinkler system as required by the State of Vermont (\$12,452)
- Purchased new International 4300 to replace Ford F-550 (\$164,104).
- Replaced sidewalk in front of Heinel's and Flying Cow sign shop on Main Street and installed curbing on Main Street at Adams Park (\$36,329)
- Installed roadway drainage and retaining wall on Riverside Heights (\$85,312)
- Installed roadway drainage on Applewood Lane (\$5,873)
- Finalized design on Highland Avenue, Depot District parking lot and Barnumville and Main Street realignment
- Purchased 8 sets of Fire gear using Equipment Reserve Fund (\$17,220)
- Resurfaced tennis courts and basketball court at Dana L. Thompson Memorial Park (\$12,261)
- Developed electronic land survey of Dana L. Thompson Memorial Park (\$2,320)
- Installed fence along Cemetery Avenue using Cemetery reserve funds (\$11,284)
- Purchased new shelving system for Town Clerk's Office (\$5,275)
- Purchased most of the right of way associated with the upcoming Roundabout project using Town's Junction Improvement Fund and State and Federal Highway Funds (reimbursed)

SEWER FUND

- Finalized design of Highland Avenue and Franklin, Dillingham and Williams streets in Village of Manchester.
- Finalized design of utilities on Main Street and Depot Street in conjunction with upcoming Roundabout project.
- Finalized design of Lincoln Avenue sewer pump station.

WATER FUND

- Finalized design of Highland Avenue and Franklin, Dillingham and Williams streets in Village of Manchester.
- Finalized design of utilities on Main Street and Depot Street in conjunction with upcoming Roundabout project.
- Finalized chlorination monitoring system design on Battenkill Lane.
- Installed water main on Applewood Lane (\$234,907).
- Installed new water lines on Riverside Heights (\$206,070).

SCHOOL DEPARTMENT

- No information was received.

FISCAL YEAR 2011

GENERAL FUND

- Reconstructed Highland Avenue, including paving and drainage, realigned the intersection of Barnumville Road and Route 7A, and reconstructed the Town-owned parking lot at the intersection of Highland Avenue and Elm Street. Budgeted amount: \$230,000. Actual amount: \$264,891 (including \$39,117 from AOT grant).
- Highway Department Equipment Acquisition – purchased a new work truck for the Department of Public Works (International 7400). Budgeted amount: \$134,000. Actual amount: \$135,645.
- Reinvested in the downtown core, including gateway signage, replacement of benches and trash containers. Budgeted amount: \$25,000. Actual amount: \$14,651.
- Purchased administrative vehicle for Police Department using newly-created Police Department Vehicle Reserve Fund. Actual amount: \$15,179.
- Reconstructed Adams Park, at the intersection of Main Street (Route 7A) and Center Hill Road using Town employees (DPW) and volunteers. Budgeted amount: \$25,000. Actual amount: \$23,924.
- Implemented E-Commerce Initiative for Parks and Recreation Department, which included online registration and credit and debit card processing. Budget amount: \$20,000. Actual amount: \$12,066.
- Implemented energy audit. Budgeted amount: \$20,000. Actual amount: \$8,404.

SEWER FUND

- Finished improvements to the Lincoln Avenue Pump Station. Actual amount, including engineering: \$373,842.
- Began work on upgrading sewer mains on Highland Avenue, and Franklin, Dillingham and Williams streets in the Village and Manchester.

WATER FUND

- Installed chlorine monitoring system, as ordered by the State of Vermont Water Quality Division, on Battenkill Lane. Unbudgeted, unanticipated cost. Actual amount: \$44,711.
- Began work on upgrading water mains on Highland Avenue, and Franklin, Dillingham and Williams streets in the Village and Manchester.

FISCAL YEAR 2012

GENERAL FUND

- Purchased new fire engine for Fire Department using Otto Condermann Fund and Fire Department Equipment Reserve Fund. Actual cost: \$432,683.
- Highway Department Equipment Acquisition – purchased a new work truck for the Department of Public Works (International 4300). Budgeted amount: \$145,000. Actual amount: \$142,192.
- Repaired the sprinkler/fire suppression system at the Public Safety Facility. Budgeted amount: \$35,000. Actual amount: \$6,160.
- Installed wi-fi in the downtown core, along historic Main Street and Depot Street. Budgeted amount: \$8,000. Actual amount: \$10,075.
- Implemented energy audit. Budgeted amount: \$20,000. Actual amount: \$2,535.
- Entered into five year lease/purchase agreement for new backhoe. Budgeted amount: \$26,000. Actual amount: \$21,400.
- Installed new cameras in Police Department cruisers. Budgeted amount: \$18,000. Actual amount: \$15,909.
- Designed new sidewalk along Main Street near Rite Aid shopping plaza. Budgeted amount: \$13,000. Actual amount: \$8,770.
- Began design of new pool house (later called the Park House) at the Dana L. Thompson Memorial Park. Actual cost: \$33,332.
- Made general improvements to the Dana L. Thompson Memorial Park, including new benches, fencing, and picnic tables. Budgeted amount: \$90,000. Actual amount: \$79,147.

SEWER FUND

- Completed Highland Avenue sewer main improvements. Actual cost, including engineering and design: \$540,807.
- Completed sewer main improvements on Franklin, Dillingham and Williams streets in the Village of Manchester. Actual total cost, including engineering and design: \$103,843.
- Made emergency repairs to the sewer main along Witherall Lane in the Village of Manchester. Actual amount: \$9,581.

WATER FUND

- Completed Highland Avenue sewer main improvements. Actual cost, including engineering and design: \$891,634.
- Completed water main improvements on Franklin, Dillingham and Williams streets in the Village of Manchester. Actual total cost, including engineering and design: \$449,985.

FISCAL YEAR 2013

GENERAL FUND

- Replaced roof on Public Safety Facility. Budgeted amount: \$60,000. Actual amount: \$56,077.
- Replaced sidewalk on Main Street (Route 7A) near the Rite Aid shopping plaza. Construction included a pull-off for buses, extra-long bench, water fountain and streetlights. Budgeted amount: \$115,000 (from CIRC Fund). Actual amount: \$116,473.
- Paved Powderhorn Road. Budgeted amount: \$55,000. Actual amount: \$55,121.
- Constructed an Emergency Operation Center at the Public Safety Facility using existing space. Budgeted amount: \$12,391.
- Completed Park House design. Actual cost: \$83,633 (overall design costs were \$116,965).
- Began construction on the Park House in September 2012. Actual amount: \$1,520,073.
- Upgraded emergency communications equipment, including DPW and Water & Sewer Departments and EOC. Actual amount \$13,673 (including \$10,077 from Homeland Security grant).

SEWER FUND

- Purchased new service truck for Water and Sewer departments. Actual cost: \$20,894 (Sewer Department portion).

WATER FUND

- Purchased new service truck for Water and Sewer departments. Actual cost: \$20,894 (Water Department portion).
- Updated Water Department Master Plan. Budgeted amount: \$25,500. Actual amount: \$24,580.

FISCAL YEAR 2014

GENERAL FUND

- Completed Roundabout Project [STP 0137(17)]. Overall cost of the project was \$7.6 million, from start to finish; including \$650,807 in Town funds (Roundabout fund and CIRC fund), \$6,555,295 in federal funds, \$227,619 in sewer funds and \$203,864 in water funds.
- Paved West Road from Village-Town line to intersection with Bonnet Street (Route 30). Budgeted amount \$230,000 (\$175,000 state grant; \$55,000 town funds). Actual amount: \$199,950 (\$159,632 from an AOT Class II grant and \$40,318 in Town funds).

SEWER FUND

- Completed Roundabout Project [STP 0137(17)]. Overall cost of the project was \$7.6 million, from start to finish; including \$227,619 in sewer funds.

WATER FUND

- Completed Roundabout Project [STP 0137(17)]. Overall cost of the project was \$7.6 million, from start to finish; including \$203,864 in water funds.

