

## Capital Planning Committee Report – November 2022

The Capital Planning Committee (CPC) is pleased to present the Town with our capital planning report for November 2022. The committee was established by the Select Board in May of 2017 with the mandate of creating a long-term capital plan for the Town of Millis which could help citizens attain a more complete understanding of expenditures that the Town may need to undertake in coming years. The CPC has worked with the Select Board, Town Administrator, School, DPW, COA, Police, Fire and other town departments to compile the information provided in this report.

For those items considered, the CPC went through a process to rank the priorities for the various projects, which accounted such factors as public safety, integration with broader projects, and overall benefit to the Town. Based on this ranking, the committee then grouped the various capital items into three categories 1) highest priorities 2) medium priorities and 3) lower priorities. It should be noted that the CPC does not choose projects for consideration at Town Meeting based on availability of funding. The Select Board selects projects for inclusion in the Warrant and the Finance Committee makes its recommendation for action at Town Meeting.

The department requests for fiscal year 2023 that the CPC considered are shown in the table below:

|                    | # of projects | Total estimated cost |
|--------------------|---------------|----------------------|
| Highest priorities | 5             | \$ 1,598,907         |
| Medium priorities  | 1             | 25,000               |
| Lower priorities   | 0             | -                    |
| Total              | 6             | \$ 1,623,907         |

Highest priorities include a feasibility study for renovations to the Middle High School, an engineering study for a preliminary design for a new PFAS treatment plant, a new pickup truck and air compressor for the DPW and air conditioning equipment for the Veterans Memorial Building. Medium priorities include a keyless entry system for the VMB.

It is noted that the feasibility study for the Middle High School is one step in a process that could eventually lead to a significant renovation project in the future. This study is required as part of the State MSBA program, which would provide access to state funding for some portion of the project, the level and timing of which is still to be determined.

The Committee also reviewed the proposal for a new Senior Center that will appear on the Town Warrant. This analysis concluded that the project would have been placed on a list of the highest priorities due to the inadequacy of the current facility in the basement of the Veterans Memorial Building, the dramatic increase in the senior population and the opportunity to construct a modern facility providing a broad range of senior services. The Committee commends the Council on Aging and Permanent Building Committee for developing options for the Town to consider and providing opportunity for the Town's residents to provide feedback on the proposals through various open meetings held on the subject. Due to the fact that the building proposal requires a debt exclusion vote, the Committee decided that prioritizing this over other capital needs should be a decision left to the voters.

It is noted that the Committee did not assess any of the petitioned articles relating to alternate proposals for the Senior Center that appear on the warrant as they were not submitted by town departments or committees and fall outside of the scope of the Capital Planning Committee.

Also included in this report is a schedule that summarizes the Town's known long-term capital needs for the next 10-years and beyond that have been identified by the various departments. The intent of the Committee is to provide the citizens of Millis with as much transparency as possible to the evolving future capital needs of the town, and as you will see, they are significant, totaling approximately \$92 million.

The report breaks down the capital items into several categories, including Facilities, Public Safety, Public Works, Schools and other. The items are then subcategorized by department.

It is noted that there are many capital needs that appear on the attached schedule that need to be deferred into the future when funding is available to proceed on these items. It is also noted that there are several projects on the horizon which will likely require resources beyond available discretionary funding and debt capacity. In addition to the Senior Center and Middle High School renovations noted above, the Town is currently assessing options for the Lansing Millis Building, and use of open space, including athletic fields. The Capital Planning Committee is working with various Town Departments and Committees to assess potential costs for these projects and have included preliminary estimates in our long-term capital plan.

Since the Committee first compiled information on the Town's capital needs, we have refined the prioritization process, however, we recognize that there are areas that will need to be further developed within the capital planning process, and as such, the Committee expects that the long term capital plan and the annual recommendation process will evolve over time to meet the needs of the Select Board, other relevant committees, department heads, and most importantly, the citizens of the Town of Millis.

The members of the Committee have regularly scheduled meetings where the public is welcome to attend and ask any questions regarding this report and we look forward to working with all interested parties on this important initiative.

Respectfully submitted,

Town of Millis Capital Planning Committee

Jonathan Barry – Chair, Member at Large

Peter Berube (Finance Committee representative)

John Corcoran – Member at Large

Peter Jurmain – Member at Large

James McCaffrey – Member at Large

Marc Conroy (School Committee representative)

Craig Schultze (Select Board representative)

### Capital Planning Committee Priorities for November 2022 Town Warrant

|                           |                            |                |         |
|---------------------------|----------------------------|----------------|---------|
| <b>Highest priorities</b> |                            |                |         |
| Department                | Description                | Estimated Cost | Comment |
| DPW                       | Chevy Silverado            | 61,940         |         |
| DPW                       | Compressor                 | 26,967         |         |
| School                    | MHS Feasibility study      | 1,300,000      |         |
| VMB                       | Air conditioning equipment | 45,000         |         |
| DPW                       | PFAS engineering study     | 165,000        |         |
| Subtotal                  |                            | 1,598,907      |         |
| <b>Medium priorities</b>  |                            |                |         |
| VMB                       | Keyless entry system       | 25,000         |         |
|                           |                            |                |         |
| Subtotal                  |                            | 25,000         |         |
| <b>Lower priorities</b>   |                            |                |         |
| N/A                       |                            |                |         |
| Subtotal                  |                            | 0              |         |
|                           |                            |                |         |
| Total                     |                            | \$1,623,907    |         |