

## Capital Planning Committee Report – November 2023

The Capital Planning Committee (CPC) is pleased to present the Town with our capital planning report for November 2023. The committee was established by bylaw 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, Library, 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 for 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 2024 that the CPC considered are shown in the table below:

	# of projects	Total estimated cost
Highest priorities	6	\$8,032,838
Medium priorities	0	0
Lower priorities	0	0
Total	6	\$8,032,838

Highest priorities include the construction of a water treatment plant for Well 3, a new radio antenna for public safety communication, a pickup truck for the DPW, a lighting management system for the library, HVAC repairs for the Veterans Memorial Building and Fire Station, and a vector truck for the DPW to be used to clean storm drains.

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 for them to service the needs of the community. 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, totaling approximately \$90 million broken down as follows:

Maintenance and repair of existing capital	\$19.1M
Enterprise system related capital needs	\$26.3M
Other potential capital needs	\$44.2M
Total	\$89.6M

Included in the maintenance and repair category are items such as the replacement of vehicles and equipment that are expected to reach the end of their useful life in the next 10 years and ongoing road maintenance. Enterprise system capital needs include sewer, water and stormwater projects such as potential stormwater remediation projects.

Other capital items include potential costs related to renovations to the Middle High School, the potential need for upgrades to the Senior Center, possible renovations to 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

Jonathan Loer (Finance Committee representative)

Peter Jurmain

Marc Conroy (School Committee representative)

Craig Schultze (Select Board representative)

**Capital Planning Committee Priorities for November 2023 Town Warrant**

<b>Highest priorities</b>			
Department	Description	Estimated Cost	Comment
DPW	Treatment plant for well 3	7,100,000	Federal funding expected to defray a portion of the cost
Public Safety	New antenna for communication	89,373	
Library	Upgrade lighting system	110,000	
Town buildings	Municipal buildings HVAC repair	75,000	
DPW	Pickup truck	84,906	
DPW	Vactor truck	573,559	
Subtotal		\$8,032,938	
<b>Medium priorities</b>			
Subtotal		N/A	
<b>Lower priorities</b>			
Subtotal		N/A	
Total		\$8,032,938	