

# **Town of Colchester, Vermont**

## **FY22-FY27 Capital Budget Program**



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**Town of Colchester**  
**FY22-FY27 Capital Budget Program**  
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# **Town of Colchester**

## **FY22-FY27 Capital Budget Program**

### **EXECUTIVE SUMMARY**

The Five-Year Capital Budget Program, (CBP), is a multi-year tool used to identify and plan for the Town's capital needs. The CBP consists of a capital budget which lists and describes the capital projects to be undertaken during the coming fiscal year, and a capital program which is a plan of capital projects proposed to be undertaken during each of the following five years.

The plan is dynamic in nature and will change from year to year as priorities, needs and funding change. The CBP is a guide for the consideration, selection and development of infrastructure projects such as roads, sidewalks, bike paths, storm drains, sewers, buildings, parks, the acquisition of rolling stock equipment, public safety equipment, computers, copiers and other major office equipment, and communications equipment necessary to provide critical services to the community.

The CBP utilizes a variety of funding sources as authorized by voters or the Town's Selectboard, as well as state and federal grants. The majority of the funding contained within the CBP is from the Town's voter approved multi-year reserve funds. The CBP, or its amendment or repeal, shall be adopted or rejected annually by an act of the Selectboard in accordance with 24 VSA, Chapter 117, §4443.

The Capital Budget Program also serves as a tool to specifically authorize spending authority. Since funding is provided through multi-year voter approved capital plans, spending authority does not take place through the annual Town Municipal Services Budget approval process. The Capital Budget Program has projects spanning multiple fiscal years that can have planned and unplanned delays.

Spending authority is granted when the Selectboard adopts the Capital Budget Program following a public hearing and consultation with the Planning Commission. Spending authority is for the FY22 Capital Budget, and such authority extends until the project is completed.

**Note:** The recent consolidation of fire services under the Town of Colchester will eventually result in the development and inclusion of a Fire Equipment Capital Plan. Initial funding for this need has been established by a \$172,833.32 transfer from the Town's General Fund as approved by the Colchester Selectboard on June 23, 2020. Additional funds will be deposited later in FY21 from the Colchester Fire District 2 and 3 transfer agreements. Given that the funds and related needs are new and not all capital needs have yet been identified for fire, the Town Manager shall have authority to spend up to \$50,000 on a single unbudgeted fire capital item without

Selectboard approval, provided there is sufficient funding available in the Fire Equipment Capital Fund. Unbudgeted fire capital purchases over \$50,000 or that need funding in excess of the amount in the Fire Equipment Capital Fund shall be approved by the Colchester Selectboard.

#### FY22 Proposed Capital Budget

The proposed FY22 Capital Budget contains 34 capital projects totaling \$2,607,228 in spending. Approximately 29% or \$750,000 is expected to come from state and federal grants. The remaining \$1,857,228 will be funded by local property tax dollars from voter approved capital plans. A more detailed account of the proposed FY22 expenditures is contained within Sections 2&3 of the CBP.

#### FY23-FY27 Proposed Capital Program

The 5-year capital program contains a total of \$10,351,675 in financial resources. Approximately 32% or \$3,263,795 is expected to come from state and federal grants, as well as development impact fees. The remaining \$7,087,880 will be funded by local property tax dollars from voter approved capital plans. A more detailed account of the FY23-FY27 expenditures is contained within sections 2&3 of the CBP.

#### Project Candidate List

Section 5 of the CBP contains the Project Candidate List. These projects, or types of projects, have been deemed eligible for inclusion in the Capital Budget Program by the Colchester Selectboard. A project is considered eligible when the Selectboard determines that the nature of the project is consistent with the purpose and intent of the planned funding source as approved by voters or otherwise required by law. Approximately \$75 million in unfunded capital projects that have been identified. The unfunded capital projects are conceptually identified within the candidate list to be funded with local option tax revenues if approved by voters, or other funding sources such as grants or donations.

## **SECTION 1 - Administrative**

### **1.01 Introduction**

The five-year Capital Budget Program, (CBP), is a multi-year tool used to identify and plan for the Town's capital needs. The CBP is a means to identify, schedule and track capital projects or acquisitions and provide the Selectboard and staff with the necessary information to determine priorities and assign available resources to these priorities. The CBP consists of a capital budget, which lists and describes the capital projects to be undertaken during the coming fiscal year, the estimated cost of those projects, and the proposed method of financing. The CBP also includes a capital program which is a plan of capital projects proposed to be undertaken during each of the



following five years, the estimated cost of those projects, and the proposed method of financing. Funding authorization for the capital program is accomplished by separate actions in the form of multi-year, voter approved capital plans, voter approved financing agreements, voter approved debt, impact fees adopted in accordance with 24 VSA Chapter 131, and grants. The capital budget and program, or its amendment or repeal, shall be adopted or rejected annually by an act of the legislative body of the municipality in accordance with 24 VSA, Chapter 117, §4443.

The plan is dynamic in nature and will change from year to year as priorities, needs and funding change. The CBP is a guide for the consideration, selection and development of roads, sidewalks, bike paths, storm drains, sewers, buildings, parks, rolling stock equipment, public safety equipment, computers, copiers and other major office equipment, and communications equipment necessary to provide critical services to the community. The projects and acquisitions include significant maintenance and replacement of existing infrastructure, facilities, equipment, and the construction of new infrastructure. A variety of funding sources are used, including multi-year, voter approved capital plans, voter approved financing agreements, voter approved debt, voter approved reserve funds, impact fees adopted in accordance with 24 VSA Chapter 131, Local Option Tax revenues as approved by voters, and state and federal grants.

## **1.02 Legal Authority**

*VSA, Title 24, Chapter 117, Municipal and Regional Planning and Development, Subchapter 2, Municipal Planning Commission, § 4325, Powers and duties of Planning Commission*

Any planning commission created under this chapter may;

(6) Prepare and present a recommended capital budget and program for a period of five years, as set forth under section 4440 of this title, for action by the legislative body, as set forth under section 4443 of this title.

*VSA, Title 24, Chapter 117, Municipal and Regional Planning and Development, Subchapter 9, Adoption, Administration, and Enforcement, § 4440, Administration; Finance*

- (a) Appropriations may be made by any municipality to finance the work of planning commissions, regional planning commissions, administrative officers, appropriate municipal panels, and other officials in the preparation, adoption, administration, and enforcement of development plans and supporting plans, bylaws, capital budgets and programs, and other regulatory and non-regulatory efforts to implement the municipal plan, and to support or oppose, upon appeal to the courts, decisions of an appropriate municipal panel. For these same purposes, any municipality may accept gifts and grants of money and services from private sources and from the state and federal governments.

### **1.03 Other Legal Requirements**

*VSA, Title 24, Chapter 131, Impact Fees, § 5203, Procedure*

- (a) A municipality may levy an impact fee on any new development within its borders provided that it has:
  - (1) been confirmed under section 4350 of this title and, after July 1, 1991, adopted a capital budget and program pursuant to chapter 117 of this title.

### **1.04 Capital Budget Program Description**

*VSA, Title 24, Chapter 117, Municipal and Regional Planning and Development, Subchapter 8, Non-regulatory Implementation of the Municipal Plan, § 4430, Capital Budget Program*

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

### **1.05 Definition of Capital Project**

For purposes of the CBP, a capital project is defined as any one or more of the following as per Title 24, Chapter 117, §4430:

- a. Any physical betterment or improvement, including furnishings, machinery, apparatus, or equipment for the physical betterment or improvement when first constructed or acquired.
- b. Any preliminary studies and surveys relating to any physical betterment or improvement.
- c. Land or rights in land.
- d. Any combination of subdivisions (1), (2), and (3) of this subsection.

### **1.06 Adoption of Capital Budget Program**

*VSA, Title 24, Chapter 117, Municipal and Regional Planning and Development, Subchapter 9, Adoption, Administration, and Enforcement, § 4443, Adoption, amendment, or repeal of capital budget and program*

- (a) Notwithstanding any other provision of this chapter, a capital budget and program may be adopted, amended, or repealed by the legislative body of a municipality following one or more public hearings, upon public notice, if a utility and facilities plan as described in subdivision 4382(a)(4) of this title has been adopted by the legislative body in accordance with sections 4384 and 4385 of this title. A copy of the proposed capital budget and program shall be filed at least 15 days prior to the final public hearing with the clerk of the municipality and the secretary of the planning commission. The planning commission may submit a report on the proposal to the legislative body prior to the public hearing.
- (b) The capital budget and program, or its amendment or repeal, shall be adopted or rejected by an act of the legislative body of a municipality promptly after the final public hearing held under subsection (a) of this section.

## **1.07 Capital Budget Program Administrative Changes and Amendments**

### **Administrative Amendments**

Administrative amendments may be approved by the managers of each capital plan with notice to the Town Manager. These amendments do not require notification and/or approval by the Selectboard. Administrative amendments include;

- The reduction in cost of a previously approved project.
- The removal or deferral of previously approved projects.
- The addition of eligible projects as defined in Section 5.0 of the Capital Budget Program that are; 1) less than \$10,000, and 2) do not exceed the amounts available within the capital plan or funding program for the budget year.

### **Minor Amendments**

Minor amendments may be approved by the Town Manager with notification provided to the Selectboard. Minor amendments include:

- Increasing the cost of a previously approved project by no greater than 33%, where the increase does not exceed the amounts available within the capital plan or funding program for the budget year.
- The addition of eligible projects as defined in Section 5.0 of the Capital Budget Program that are; 1) greater than \$10,000, and 2) do not exceed the amounts available within the capital plan or funding program for the budget year.

### **Major Amendments**

Major amendments must be approved by the Selectboard prior to the expenditure of capital funds. Major amendments include;

- Increasing a project cost by more than 33% of the previously authorized budget amount, or that exceeds the amounts available within the capital plan or funding program for the budget year.
- The addition of eligible projects as defined in Section 5.0 of the Capital Budget Program that exceeds the amounts available within the capital plan or funding program for the budget year.
- The addition of ineligible projects as defined in Section 5.0 of the Capital Budget Program.

## SECTION 2 – Revenue and Expenditure Summary

### 2.01 - Introduction

The Capital Budget Program relies upon revenues from multiple sources. Funding authorization for the Capital Budget Program is accomplished by separate actions in the form of multi-year, voter approved capital plans or reserve funds, voter approved financing agreements, voter approved debt, or impact fees adopted in accordance with 24 VSA Chapter 131. Other forms of revenues include state and federal grants, equipment sales and trades, Local Option Tax proceeds with voter approval, and other miscellaneous forms of revenue. These funds are separate from the annually authorized Town Municipal Services Budget, and are limited for use only for their specified purpose.

Expenditures are limited to those purchases that by definition are considered capital projects. Spending authority is granted when the Selectboard adopts the Capital Budget Program following a public hearing and consultation with the Planning Commission. Spending authority is for the FY22 Capital Budget, and such authority extends until the project is completed. Some of the authorization periods for the funds in this program lapse prior to FY2027.

### 2.02 - FY22 Capital Budget Revenue Summary

The proposed FY22 Capital Budget contains revenues totaling \$3,741,102. Approximately 20% or \$750,000 is expected to come from state and federal grants. The remaining \$2,991,102 will be funded by local property tax dollars from voter approved capital plans, equipment sales and trades and other revenues. A summary of planned FY22 revenues can be seen below in Table 1.

**Table 1: FY22 Capital Budget Revenue Summary**

<b>Town of Colchester</b>	<b>Beginning</b>	<b>Program</b>	<b>State/</b>	<b>Other</b>	<b>Equipment</b>	<b>Funding</b>
<b>FY22 Capital Budget</b>	<b>Fund</b>	<b>Funding</b>	<b>Federal</b>	<b>Revenues</b>	<b>Sales/</b>	<b>Totals</b>
<b>Revenue Summary</b>	<b>Balance</b>		<b>Funding</b>	<b>Plan</b>	<b>Trades</b>	
Fire Department Capital Plan	\$ 360,377.41	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 410,377
Capital Equipment and Facilities Program	\$ 344,509	\$ 407,885	\$ -	\$ -	\$ 92,271	\$ 844,665
Capital Transportation Program	\$ (97,725)	\$ 512,642	\$ 750,000	\$ -	\$ -	\$ 1,164,917
Park Capital Program	\$ 244,101	\$ 110,895	\$ -	\$ -	\$ -	\$ 354,996
Recreation Acquisition & Development Plan	\$ 341,666	\$ 95,428	\$ -	\$ -	\$ -	\$ 437,094
Communication Reserve Fund	\$ 183,637	\$ 25,500	\$ -	\$ -	\$ -	\$ 209,137
IT Reserve Fund	\$ 124,489	\$ 35,000	\$ -	\$ -	\$ -	\$ 159,489
Public Safety Capital Program	\$ 129,677	\$ 30,750	\$ -	\$ -	\$ -	\$ 160,427
Totals	\$ 1,630,731	\$ 1,268,100	\$ 750,000	\$ -	\$ 92,271	\$ 3,741,102

## 2.03 - FY22 Capital Budget Expenditure Summary

The proposed FY22 Capital Budget contains a total of 34 capital projects totaling \$2,607,228. Approximately 29% or \$750,000 is expected to come from state and federal grants. The remaining \$1,857,228 will be funded by local property tax dollars from voter approved capital plans, equipment sales and trades and other revenues. A summary of planned FY22 expenditures can be seen below in Table 2.

**Table 2: FY22 Capital Budget Expenditure Summary**

<b>Town of Colchester</b>	<b>Fire Department</b>	<b>Capital</b>	<b>Capital</b>	<b>Capital</b>	<b>Park</b>	<b>Rec.</b>	<b>Comm.</b>	<b>Tech.</b>	<b>Public</b>	<b>State &amp;</b>	<b>Project</b>
<b>FY22 Capital Budget</b>	<b>Capital</b>	<b>Equipment</b>	<b>Facilities</b>	<b>Trans.</b>	<b>Capital</b>	<b>Acquisition</b>	<b>Reserve</b>	<b>Reserve</b>	<b>Safety</b>	<b>Federal</b>	<b>Totals</b>
<b>Expenditure Summary</b>	<b>Plan</b>	<b>Program</b>	<b>Program</b>	<b>Program</b>	<b>Plan</b>	<b>Develop.</b>	<b>Fund</b>	<b>Fund</b>	<b>Capital</b>	<b>Grants</b>	
						<b>Fund</b>			<b>Program</b>		
Roof replacement	\$ 31,000										\$ 31,000
Replace electric heaters with gas units	\$ 22,000										\$ 22,000
Upgrade to LED lighting	\$ 11,000										\$ 11,000
Upgrade restrooms	\$ 10,500										\$ 10,500
Replace flooring	\$ 25,000										\$ 25,000
Repainting of brick and vertical joint seal	\$ 1,500										\$ 1,500
HI-22: Sterling Sweeper		\$ 144,746									\$ 144,746
HI-47: Sidewalk Tractor		\$ 150,492									\$ 150,492
HI-8: One Ton Dump Truck		\$ 61,264									\$ 61,264
RE-202: Ambulance Chassis/Box		\$ 275,000									\$ 275,000
BU-72: 61" Bobcat Mower		\$ 10,181									\$ 10,181
BU-19: 1 Ton 4WD Pickup W/plow & sander		\$ 44,093									\$ 44,093
P-3: Patrol Supervisor SUV		\$ 49,197									\$ 49,197
P-8: Patrol SUV		\$ 49,197									\$ 49,197
Salt Shed Expansion			\$ 130,000								\$ 130,000
West Lakeshore/Prim Road Intersection										\$ 750,000	\$ 750,000
Bayside Intersection Design				\$ 108,037							\$ 108,037
SAFETY - Paving Various locations				\$ 20,000							\$ 20,000
SAFETY - Sidewalk Repair Various locations				\$ 25,000							\$ 25,000
Airport Park - Causeway Connector Path					\$ 150,000						\$ 150,000
Valleyfield - Split Rail Fence Replacement					\$ 2,000						\$ 2,000
Replace park signs-All parks in multiple years					\$ 10,000						\$ 10,000
All Parks - Tree Management					\$ 5,000						\$ 5,000
Heritage Park - Basketball Court Repair/Backboard Replace					\$ 12,000						\$ 12,000
Airport Park Maintenance Building Mezzanine						\$ 65,000					\$ 65,000
Bayside Park and Hazelett - Construction Management						\$ 110,000					\$ 110,000
Airport Park Pickleball Court Shelter and Access						\$ 75,000					\$ 75,000
Community Center Master Planning						\$ 150,000					\$ 150,000
Radio Equipment							\$ 17,500				\$ 17,500
Server/Central Equipment								\$ 30,690			\$ 30,690
PC's/Laptops/Tablets								\$ 12,831			\$ 12,831
Telephone Equipment								\$ 1,000			\$ 1,000
Mobile Command									\$ 40,000		\$ 40,000
Equipment/Communications									\$ 8,000		\$ 8,000
<b>Total</b>	<b>\$ 101,000</b>	<b>\$ 784,170</b>	<b>\$ 130,000</b>	<b>\$ 153,037</b>	<b>\$ 179,000</b>	<b>\$ 400,000</b>	<b>\$ 17,500</b>	<b>\$ 44,521</b>	<b>\$ 48,000</b>	<b>\$ 750,000</b>	<b>\$ 2,607,228</b>

## 2.04 - FY23-FY27 Capital Program Revenue Summary

The proposed FY23-FY27 Capital Program contains revenues totaling \$14,341,184. Approximately 26% or \$3,701,297 is expected to come from state and federal grants, as well as development impact fees. The remaining \$10,639,887 will be funded by local property tax dollars from voter approved capital plans, equipment sales and trades and other revenues. A summary of planned FY23-FY27 revenues can be seen below in Table 3.

**Table 3: FY23-FY27 Capital Program Revenue Summary**

<b>Town of Colchester</b>			<b>Planned</b>			
<b>FY23-FY27 Capital Program</b>			<b>Capital</b>			
<b>Revenue Summary</b>			<b>Program</b>			
	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>	<b>Totals</b>
<b>LOCAL CAPITAL REVENUES</b>						
Total FDCP Revenues	\$ 309,377	\$ 321,877	\$ 371,877	\$ 416,277	\$ 459,277	\$ 1,878,687
Total CERP Revenues	\$ 530,579	\$ 245,965	\$ 288,007	\$ 374,966	\$ 812,901	\$ 2,252,418
Total CTP Revenues	\$ 782,212	\$ 664,190	\$ 635,249	\$ 614,348	\$ 601,609	\$ 3,297,608
Total PCP Revenues	\$ 288,000	\$ 163,624	\$ 167,879	\$ 200,276	\$ 242,828	\$ 1,062,607
Communication Reserve Fund Revenues	\$ 217,137	\$ 164,637	\$ 190,137	\$ 206,637	\$ 232,137	\$ 1,010,686
IT Reserve Fund Revenues	\$ 149,968	\$ 91,629	\$ 75,685	\$ 60,610	\$ 38,003	\$ 415,896
Total Public Safety Capital Revenues	\$ 143,177	\$ 154,927	\$ 177,677	\$ 146,727	\$ 99,477	\$ 721,985
<b>Sub-Total Local Capital Revenues</b>	<b>\$ 2,420,450</b>	<b>\$ 1,806,849</b>	<b>\$ 1,906,512</b>	<b>\$ 2,019,842</b>	<b>\$ 2,486,234</b>	<b>\$ 10,639,886</b>
<b>OTHER CAPITAL REVENUES</b>						
Total RAD Revenues	\$ 134,907	\$ 235,166	\$ 157,931	\$ 213,265	\$ 171,233	\$ 912,502
State/Federal Revenues	\$ 2,240,000	\$ 511,295	\$ 37,500	\$ -	\$ -	\$ 2,788,795
Other Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total Other Capital Revenues</b>	<b>\$ 2,374,907</b>	<b>\$ 746,461</b>	<b>\$ 195,431</b>	<b>\$ 213,265</b>	<b>\$ 171,233</b>	<b>\$ 3,701,297</b>
<b>TOTAL ALL CAPITAL REVENUES</b>	<b>\$ 4,795,357</b>	<b>\$ 2,553,311</b>	<b>\$ 2,101,943</b>	<b>\$ 2,233,107</b>	<b>\$ 2,657,466</b>	<b>\$ 14,341,184</b>

## 2.05 - FY23-FY27 Capital Program Expenditure Summary

The proposed FY23-FY27 Capital Program contains 102 capital projects totaling \$10,351,675 in spending. Approximately 32% or \$3,263,795 is expected to come from state and federal grants, as well as development impact fees. The remaining \$7,087,880 will be funded by local property tax dollars from voter approved capital plans, equipment sales and trades and other revenues. A summary of planned FY23-FY27 expenditures can be seen below in Table 4.

**Table 4: FY23-27 Capital Program Expenditure Summary**

<b>Town of Colchester</b>			<b>Planned</b>			
<b>FY23-FY27 Capital Program</b>			<b>Capital</b>			
<b>Expenditure Summary</b>			<b>Program</b>			
	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>	<b>Totals</b>
<b>LOCAL CAPITAL EXPENDITURES</b>						
Total FDCP Expenditures	\$ 37,500	\$ -	\$ 5,600	\$ 7,000	\$ 22,000	\$ 72,100
Total CEFPP Expenditures	\$ 765,573	\$ 502,834	\$ 405,304	\$ 252,512	\$ 948,324	\$ 2,874,547
Total CTP Expenditures	\$ 646,158	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 2,906,158
Total PCP Expenditures	\$ 237,500	\$ 110,000	\$ 83,000	\$ 74,000	\$ 155,000	\$ 659,500
Communication Reserve Fund Expenditures	\$ 78,000	\$ -	\$ 9,000	\$ -	\$ 11,000	\$ 98,000
IT Reserve Fund Expenditures	\$ 93,339	\$ 50,944	\$ 50,075	\$ 57,607	\$ 35,910	\$ 287,875
Total Public Safety Capital Expenditures	\$ 19,000	\$ 8,000	\$ 61,700	\$ 78,000	\$ 23,000	\$ 189,700
<b>Sub-Total Local Capital Expenditures</b>	<b>\$ 1,877,070</b>	<b>\$ 1,236,778</b>	<b>\$ 1,179,679</b>	<b>\$ 1,034,119</b>	<b>\$ 1,760,234</b>	<b>\$ 7,087,880</b>
<b>OTHER CAPITAL EXPENDITURES</b>						
Total RAD Expenditures	\$ -	\$ 180,000	\$ 50,000	\$ 150,000	\$ 95,000	\$ 475,000
State/Federal Expenditures	\$ 2,240,000	\$ 511,295	\$ 37,500	\$ -	\$ -	\$ 2,788,795
<b>Sub-Total Other Capital Expenditures</b>	<b>\$ 2,240,000</b>	<b>\$ 691,295</b>	<b>\$ 87,500</b>	<b>\$ 150,000</b>	<b>\$ 95,000</b>	<b>\$ 3,263,795</b>
<b>TOTAL ALL CAPITAL EXPENDITURES</b>	<b>\$ 4,117,070</b>	<b>\$ 1,928,073</b>	<b>\$ 1,267,179</b>	<b>\$ 1,184,119</b>	<b>\$ 1,855,234</b>	<b>\$ 10,351,675</b>



## SECTION 3 – FY22-FY27 Capital Budget Program – Financial Summaries and Detail

### 3.01 Introduction

The FY22-FY27 Capital Budget Program consists of 8 individual capital plans. These include the Fire Department Capital Plan (FDCP), the Capital Equipment and Facilities Plan, (CEFP), the Capital Transportation Plan, (CTP), the Park Capital Plan, (PCP), the Recreation Acquisition & Development Plan, (RAD), the Communications Reserve Fund, (CRF), the Information Technology Reserve Fund, (ITRF), and the Public Safety Capital Program, (PSCP). The PSCP consists of 4 sub-plans including the Police Equipment Plan, the Rescue Equipment Plan, the Rescue Communications Plan, and the Technical Rescue Equipment/Communications Plan. Financial summaries and detail are shown on the following pages.

### 3.02 – Fire Department Capital Plan, (FDCP)

The recent consolidation of fire services under the Town of Colchester has resulted in the development of the facilities portion of a Fire Department Capital Plan. This fund, in its current initial stage, is unique to the other funds in this plan as it hasn't been authorized by voters through the capital plan process but the funds have been authorized by voters through the municipal services budget. The annual resources to this facilities subset of the Fire Department Capital Fund are \$50,000 in FY 22 and for the following five years. In the next several years, we will expand this plan to include fire department vehicles and equipment as well.

**Table 5: Fire Department Capital Plan Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Fire Department Capital Plan (FDCP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>FDCP FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 360,377	\$ 309,377	\$ 321,877	\$ 371,877	\$ 416,277	\$ 459,277
Program Funding		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Improvements		\$ (101,000)	\$ (37,500)	\$ -	\$ (5,600)	\$ (7,000)	\$ (22,000)
Ending Fund Balance		\$ 309,377	\$ 321,877	\$ 371,877	\$ 416,277	\$ 459,277	\$ 487,277

**Table 6: Fire Department Facility Improvements**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Fire Department Capital Plan (FDCP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>FACILITIES</b>							
<b><u>CENTER STATION</u></b>							
Roof replacement	FDFP	\$ 31,000					
Replace electric heaters with gas units	FDFP	\$ 22,000					
Upgrade to LED lighting	FDFP	\$ 11,000					
Upgrade restrooms	FDFP	\$ 10,500					
Replace flooring	FDFP	\$ 25,000					
<b><u>MALLETTS BAY STATION</u></b>							
Expend the upper restroom to include a shower	FDFP		\$ 6,500				
Upgrade the remainder of interior lighting to LED	FDFP				\$ 5,600		
Repointing of brick and vertical joint seal	FDFP	\$ 1,500					
Replace flooring	FDFP		\$ 31,000				
<b><u>CHAMPLAIN STATION</u></b>							
Replace front and rear exterior doors	FDFP					\$ 3,000	
Mill and repave	FDFP						\$ 22,000
Patch and paint exterior	FDFP					\$ 4,000	
<b>Total Facilities Projects</b>		<b>\$ 101,000</b>	\$ 37,500	\$ -	\$ 5,600	\$ 7,000	\$ 22,000

### 3.03 – Capital Equipment and Facility Plan, (CEFP)

The CEFP was authorized by the voters in 2014 for 18 years until 2032. The tax rate for the CEFP is \$0.0183, which is expected to generate \$407,885 in FY22, and \$2,133,055 over the 5-year capital program (FY23-27). The CEFP was designed to address the short and long term capital needs of the Town's rolling stock equipment and public facilities, and is broken down into two categories – vehicle and equipment purchases, and improvements in Town facilities.

Table 7 below contains a financial summary of all planned Capital Equipment and Facility Plan projects during FY22-27. More detailed information specific to planned vehicle and equipment purchases and improvements to Town facilities is shown in Table 8 and Table 9 on the following page.

**Table 7: Capital Equipment and Facility Plan - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Capital Equipment and Facilities Plan (CEFP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>CEFP FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 344,509	\$ (69,505)	\$ (234,994)	\$ (256,869)	\$ (117,297)	\$ 122,454
Program Funding		\$ 407,885	\$ 414,003	\$ 420,213	\$ 426,516	\$ 432,914	\$ 439,408
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Sales/Trades		\$ 92,271	\$ 186,081	\$ 60,746	\$ 118,360	\$ 59,348	\$ 251,040
Equipment Purchases		\$ (784,170)	\$ (690,873)	\$ (488,834)	\$ (387,304)	\$ (239,012)	\$ (938,824)
Facility Improvements		\$ (130,000)	\$ (74,700)	\$ (14,000)	\$ (18,000)	\$ (13,500)	\$ (9,500)
<b>Ending Fund Balance</b>		<b>\$ (69,505)</b>	<b>\$ (234,994)</b>	<b>\$ (256,869)</b>	<b>\$ (117,297)</b>	<b>\$ 122,454</b>	<b>\$ (135,423)</b>

**Table 8: Equipment Purchases**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Capital Equipment and Facilities Plan (CEFP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>EQUIPMENT</b>							
<b><u>HIGHWAY DEPARTMENT</u></b>							
HI-22: Sterling Sweeper	CEFP	\$ 144,746					
HI-45: Loader	CEFP						\$ 167,006
HI-1: Dump Truck	CEFP						\$ 206,566
HI-2: Dump Truck	CEFP						\$ 206,566
HI-3: Dump Truck	CEFP		\$ 183,531				
HI-5: Dump Truck	CEFP		\$ 183,531				
HI-18: Dump Truck	CEFP				\$ 223,940		
HI-47: Sidewalk Tractor	CEFP	\$ 150,492					
HI-4: One Ton Dump Truck	CEFP		\$ 68,926				
HI-8: One Ton Dump Truck	CEFP	\$ 61,264					\$ 64,389
HI-9: Crew Cab Pickup Truck	CEFP		\$ 28,294				
HI-46: Roadside Mower	CEFP						\$ 119,327
<b><u>RESCUE DEPARTMENT</u></b>							
RE-205: Tech Unit R5	CEFP		\$ 42,610				
RE-201: Ambulance Chassis/Box	CEFP			\$ 309,338			
RE-202: Ambulance Chassis	CEFP	\$ 275,000					
<b><u>PARKS &amp; RECREATION</u></b>							
BU-72: 61" Bobcat Mower	CEFP	\$ 10,181					\$ 10,700
BU-55: 61" Bobcat Mower/Grass Catcher	CEFP		\$ 13,394				
BU-23: 3/4 Ton 2WD Pickup	CEFP				\$ 22,596		
BU-15: 3/4 Ton 2WD Pickup	CEFP				\$ 22,380		
BU-22: Deere Tractor	CEFP			\$ 43,642			
BU-21: 1/2 Ton 4WD Pickup	CEFP					\$ 23,000	
BU-19: 3/4 Ton Pickup 4WD w/plow	CEFP			\$ 35,000			
BU-11: 1 Ton 4WD Pickup W/plow & sander	CEFP	\$ 44,093					
BU-74: 61" John Deere ZTRAK	CEFP				\$ 10,766		
<b><u>POLICE DEPARTMENT</u></b>							
P-3: Patrol Supervisor SUV	CEFP	\$ 49,197					\$ 55,662
P-7: Patrol SUV	CEFP		\$ 49,197			\$ 52,979	
P-1: Patrol SUV	CEFP		\$ 50,427			\$ 54,304	
P-4: Patrol SUV	CEFP			\$ 50,427			\$ 54,304
P-5: Patrol SUV	CEFP			\$ 50,427			\$ 54,304
P-8: Patrol SUV	CEFP	\$ 49,197			\$ 52,980		
P-6: Patrol/DARE Sedan	CEFP		\$ 38,377				
P-9: K9 Unit SUV	CEFP				\$ 49,642		
P-10: Dare/Marine Vehicle	CEFP					\$ 44,197	
C-3: Unmarked Sedan	CEFP					\$ 32,266	
D-1: Chief Sedan	CEFP					\$ 32,266	
D-3: Chief Sedan	CEFP		\$ 32,586				
PO-192: Motorcycle	CEFP				\$ 5,000		
<b>Total Equipment Purchases</b>		<b>\$ 784,170</b>	<b>\$ 690,873</b>	<b>\$ 488,834</b>	<b>\$ 387,304</b>	<b>\$ 239,012</b>	<b>\$ 938,824</b>

**Table 9: Facility Improvements**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Capital Equipment and Facilities Plan (CEFP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>FACILITIES</b>							
<b><u>RESCUE</u></b>							
Garage Drain & Oil Separator	CEFP		\$ 15,000				
Re-side Building with New Portico	CEFP		\$ 20,000				
<b><u>PUBLIC WORKS</u></b>							
Salt Shed Expansion	CEFP	\$ 130,000					
<b><u>LIBRARY</u></b>							
LED Lighting Upgrade	CEFP					\$ 13,500	
New Carpet	CEFP		\$ 3,700				
Repave Parking Lot	CEFP		\$ 36,000				
<b><u>MEETING HOUSE</u></b>							
Paint Exterior	CEFP			\$ 14,000			
<b><u>HISTORICAL SOCIETY</u></b>							
Paint Exterior	CEFP						\$ 9,500
<b><u>TOWN OFFICE</u></b>							
Trim Replacement	CEFP				\$ 18,000		
<b>Total Facilities Projects</b>		<b>\$ 130,000</b>	<b>\$ 74,700</b>	<b>\$ 14,000</b>	<b>\$ 18,000</b>	<b>\$ 13,500</b>	<b>\$ 9,500</b>

### 3.04 – Capital Transportation Program, (CTP)

The CTP was last authorized by the voters in 2016 for a period of 6 years. Reauthorization will be required in 2022. The tax rate for the CTP is \$0.023 which is expected to generate \$512,642 in FY22. The CTP is designed to address the short and long term needs of the Town's transportation system.

Table 10 on the following page contains a financial summary of all planned Capital Transportation Program projects during FY22-27. More detailed information specific to planned transportation improvements is shown in Table 11. Years shown with an asterisk (\*) are outside of the current fund authorization period.

**Table 10: Capital Transportation Program - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Capital Transportation Program (CTP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>CTP FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ (97,725)	\$ 261,880	\$ 136,054	\$ 99,190	\$ 70,249	\$ 49,348
Program Funding		\$ 512,642	\$ 520,332	\$ 528,137	\$ 536,059	\$ 544,100	\$ 552,261
State/Federal Funding		\$ 750,000	\$ 2,240,000	\$ 511,295	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Transportation Projects		\$ (903,037)	\$ (2,310,000)	\$ (556,295)	\$ (45,000)	\$ (45,000)	\$ (45,000)
Paving Projects		\$ -	\$ (576,158)	\$ (520,000)	\$ (520,000)	\$ (520,000)	\$ (520,000)
<b>Ending Fund Balance</b>		<b>\$ 261,880</b>	<b>\$ 136,054</b>	<b>\$ 99,190</b>	<b>\$ 70,249</b>	<b>\$ 49,348</b>	<b>\$ 36,609</b>

**Table 11: Capital Transportation Program – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Capital Transportation Program (CTP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>LOCAL TRANSPORTATION PROJECTS</b>							
West Lakeshore/Prim Road Intersection	Federal	\$ 750,000	\$ 2,240,000	\$ 511,295			
Bayside Intersection Design	CTP	\$ 108,037	\$ 25,000				
SAFETY - Paving Various locations	CTP	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
SAFETY - Sidewalk Repair Various locations	CTP	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
<b>Total Local Transportation Projects</b>		<b>\$ 903,037</b>	<b>\$ 2,310,000</b>	<b>\$ 556,295</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>
<b>PAVING PROJECTS</b>							
Bay Road - Entire Length	CTP		\$ 179,456				
Severance Road - Entire Length	CTP		\$ 246,702				
To Be Determined Following PCI Assessment	CTP		\$ 150,000	\$ 520,000	\$ 520,000	\$ 520,000	\$ 520,000
<b>Total Paving Projects</b>		<b>\$ -</b>	<b>\$ 576,158</b>	<b>\$ 520,000</b>	<b>\$ 520,000</b>	<b>\$ 520,000</b>	<b>\$ 520,000</b>

### 3.05 – Parks Capital Plan, (PCP)

The PCP was last authorized by the voters in 2016 for a period of 6 years. Reauthorization will be required in 2022. The tax rate for the CTP is \$0.005 which is expected to generate \$110,895 in FY22. The PCP is designed to address the short and long term needs of the Town's park system.

Table 12 below contains a financial summary of all planned Park Capital Plan projects during FY22-27. More detailed information specific to planned park improvements is shown in Table 13 on the following page. Years shown with an asterisk (\*) are outside of the current fund authorization period.

**Table 12: Park Capital Plan - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Park Capital Plan (PCP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>PCP FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 244,101	\$ 175,996	\$ 50,500	\$ 53,624	\$ 84,879	\$ 126,276
Program Funding		\$ 110,895	\$ 112,004	\$ 113,124	\$ 114,255	\$ 115,398	\$ 116,552
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Park Improvements		\$ (179,000)	\$ (237,500)	\$ (110,000)	\$ (83,000)	\$ (74,000)	\$ (155,000)
<b>Ending Fund Balance</b>		<b>\$ 175,996</b>	<b>\$ 50,500</b>	<b>\$ 53,624</b>	<b>\$ 84,879</b>	<b>\$ 126,276</b>	<b>\$ 87,828</b>

**Table 13: Park Capital Plan – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Park Capital Plan (PCP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>PARK IMPROVEMENT PROJECTS</b>							
Airport Park - Causeway Connector Path	PCP	\$ 150,000					
Valleyfield - Split Rail Fence Replacement	PCP	\$ 2,000					
Replace park signs-All parks in multiple years	PCP	\$ 10,000					
All Parks - Tree Management	PCP	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Playground Surfacing Material	PCP					\$ 10,000	
Bayside park - Beach Access Stairs	PCP		\$ 20,000				
Bayside Park Skatepark Surfacing Misc Repairs	PCP		\$ 30,000				
Airport Park - Infield Resurfacing	PCP		\$ 17,500	\$ 5,000			
Airport Park - Perimeter Path	PCP		\$ 125,000				
Fort Ethan Allen - Tennis Court Repair	PCP		\$ 30,000				
Heritage Park - Basketball Court Repair/Backboard Replace	PCP	\$ 12,000				\$ 6,500	
Trash/Recycling Receptacle in Parks	PCP		\$ 10,000	\$ 10,000	\$ 5,000		
Fort Ethan Allen - Perimeter Trail Work	PCP			\$ 90,000			
Airport Park - Basketball Court Backboards	PCP				\$ 6,500		
Airport Park - Pavilion Roof	PCP				\$ 6,500		
Sunny Hollow Park - Parking Area	PCP				\$ 60,000		
Airport Park - Backstop Field #4	PCP					\$ 3,500	
Airport Park - Outfield Fence #4	PCP					\$ 4,000	
Airport Park - Tennis Court Resurfacing	PCP					\$ 20,000	
Rossetti Natural Area Resurface Path	PCP					\$ 25,000	
Bayside Park Softball Field Elimination/Conversion	PCP						\$ 150,000
<b>Total Park Improvements</b>		<b>\$ 179,000</b>	<b>\$ 237,500</b>	<b>\$ 110,000</b>	<b>\$ 83,000</b>	<b>\$ 74,000</b>	<b>\$ 155,000</b>

### 3.06 – Recreation Acquisition & Development Fund, (RAD)

The RAD was originally established in the mid 1980's and authorizes the collection of development impact fees from new residential dwelling units. The current impact fee for FY22 is \$2,009 per single-family residential housing unit, and \$1,486.66 per multi-family housing units. The RAD fund is expected to generate approximately \$95,428 in FY22 and \$514,138 over the 5-year capital program (FY23-FY27). The PCP is designed to address the short and long term needs of the Town's park system.

Table 14 on the following page contains a financial summary of all planned RAD projects during FY22-27. More detailed information specific to planned park improvements is shown in Table 15.

**Table 14: Recreation Acquisition & Development Fund - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Recreation Acquisition &amp; Development Plan (RAD)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>RAD FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 341,666	\$ 37,094	\$ 134,907	\$ 55,166	\$ 107,931	\$ 63,265
Program Funding		\$ 95,428	\$ 97,813	\$ 100,259	\$ 102,765	\$ 105,334	\$ 107,967
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Park Improvements		\$ (400,000)	\$ -	\$ (180,000)	\$ (50,000)	\$ (150,000)	\$ (95,000)
<b>Ending Fund Balance</b>		<b>\$ 37,094</b>	<b>\$ 134,907</b>	<b>\$ 55,166</b>	<b>\$ 107,931</b>	<b>\$ 63,265</b>	<b>\$ 76,233</b>

**Table 15: Recreation Acquisition & Development Plan – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Recreation Acquisition &amp; Development Plan (RAD)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>PARK CONSTRUCTION PROJECTS</b>							
Airport Park Maintenance Building Mezzanine	RAD	\$ 65,000					
Bayside Park and Hazelett - Construction Management	RAD	\$ 110,000					
Airport Park Pickleball Court Shelter and Access	RAD	\$ 75,000					
Airport Park Expansion Plan Study	RAD			\$ 30,000			
Community Center Master Planning	RAD	\$ 150,000					
Bayside/Hazelett Bike Park	RAD			\$ 150,000			
Airport Park Pole Barn/Cold Storage Facility	RAD				\$ 50,000		
Airport Park Pedestrian Access Improvements	RAD					\$ 150,000	
Village Park Trail Network	RAD						\$ 95,000
<b>Total Park Construction</b>		<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ 95,000</b>

**3.07 – Communications Reserve Fund, (CRF)**

The CRF was last authorized by the voters in 2020 for a period of 5 years. The annual appropriation for this reserve fund is \$25,500. The CRF is designed to address the short and long term replacement needs of the Town’s communication system. The system includes nearly \$850,000 in fixed radio equipment such as base stations, repeaters, and dispatch equipment for the Town’s police, rescue, public works, and fire departments.



Table 16 shown below contains a financial summary of all planned communication system improvements during FY22-27. More detailed information specific to these planned improvements is also shown in Table 17. Years shown with an asterisk (\*) are outside of the current fund authorization period.

**Table 16: Communications Reserve Fund - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Communications Reserve Fund, (CRF)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26*</b>	<b>FY27*</b>
<b>CRF FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 183,637	\$ 191,637	\$ 139,137	\$ 164,637	\$ 181,137	\$ 206,637
Program Funding		\$ 25,500	\$ 25,500	\$ 25,500	\$ 25,500	\$ 25,500	\$ 25,500
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Sales/Trades		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communication Purchases		\$ (17,500)	\$ (78,000)	\$ -	\$ (9,000)	\$ -	\$ (11,000)
<b>Ending Fund Balance</b>		<b>\$ 191,637</b>	<b>\$ 139,137</b>	<b>\$ 164,637</b>	<b>\$ 181,137</b>	<b>\$ 206,637</b>	<b>\$ 221,137</b>

**Table 17: Communication Reserve Fund – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Communications Reserve Fund, (CRF)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26*</b>	<b>FY27*</b>
<b>COMMUNICATIONS EQUIPMENT</b>							
Radio Equipment	Reserve	\$ 17,500	\$ 78,000	\$ -	\$ 9,000	\$ -	\$ 11,000
Dispatch Equipment	Reserve		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Communications Equipment Purchases</b>		<b>\$ 17,500</b>	<b>\$ 78,000</b>	<b>\$ -</b>	<b>\$ 9,000</b>	<b>\$ -</b>	<b>\$ 11,000</b>

### 3.08 – Information Technology Reserve Fund, (ITRF)

The ITRF was last authorized by the voters in 2020 for a period of 5 years. The annual appropriation for this reserve fund is \$35,000. The TRF is designed to address the short and long term replacement needs of the Town’s computer systems, office copiers, and other major technology equipment.

Table 18 shown on the following page, contains a financial summary of all planned information technology improvements during FY22-27. More detailed information specific to these planned improvements is shown in Table 19. Years shown with an asterisk (\*) are outside of the current fund authorization period.

**Table 18: Information Technology Reserve Fund - Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Information Technology Reserve Fund, (ITRF)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26*</b>	<b>FY27*</b>
<b>ITRF FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 124,489	\$ 114,968	\$ 56,629	\$ 40,685	\$ 25,610	\$ 3,003
Program Funding		\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
State/Federal Funding		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Sales/Trades		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Purchases		\$ (44,521)	\$ (93,339)	\$ (50,944)	\$ (50,075)	\$ (57,607)	\$ (35,910)
<b>Ending Fund Balance</b>		<b>\$ 114,968</b>	<b>\$ 56,629</b>	<b>\$ 40,685</b>	<b>\$ 25,610</b>	<b>\$ 3,003</b>	<b>\$ 2,093</b>

**Table 19: Information Technology Reserve Fund - Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Information Technology Reserve Fund, (ITRF)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26*</b>	<b>FY27*</b>
<b>TECHNOLOGY EQUIPMENT</b>							
Server/Central Equipment	Reserve	\$ 30,690	\$ 13,610	\$ 2,183	\$ 1,450	\$ 33,415	\$ 8,325
PC's/Laptops/Tablets	Reserve	\$ 12,831	\$ 22,650	\$ 41,261	\$ 41,125	\$ 13,378	\$ 26,585
Telephone Equipment	Reserve	\$ 1,000	\$ 40,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Copiers/Postage	Op/Reserve	\$ -	\$ 17,079	\$ 6,500	\$ 6,500	\$ 9,814	\$ -
<b>Total IT Purchases</b>		<b>\$ 44,521</b>	<b>\$ 93,339</b>	<b>\$ 50,944</b>	<b>\$ 50,075</b>	<b>\$ 57,607</b>	<b>\$ 35,910</b>

### 3.09 – Public Safety Capital Plan, (PSCP)

The PSCP was last authorized by the voters in 2016 for a period of 5 years. Reauthorization is required in 2021. Program funding is expected to be \$30,750 for FY22. The PSCP is designed to address the short- and long-term capital replacement needs for specialized equipment in the Town's Rescue, Technical Rescue and Police departments. The PSCP is comprised of four separate reserve funds for police equipment, including the police boat, rescue equipment, rescue communications, and technical rescue equipment/communications.

Table 20 shown on the following page contains a financial summary of all planned public safety capital improvements during FY22-27. More detailed information specific to these planned

improvements is shown in Tables 21-24 on the following pages. Years shown with an asterisk (\*) are outside of the current fund authorization period.

**Table 20: Public Safety Capital Plan – Financial Summary**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Public Safety Capital Program, (PSCP)</b>		<b>Budget</b>			<b>Program</b>		
		<b>FY22*</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>PSCP FINANCIAL SUMMARY</b>							
Beginning Fund Balance		\$ 129,677	\$ 112,427	\$ 124,177	\$ 146,927	\$ 115,977	\$ 68,727
Program Funding		\$ 30,750	\$ 30,750	\$ 30,750	\$ 30,750	\$ 30,750	\$ 30,750
State and Federal Grants		\$ -	\$ -	\$ -	\$ 37,500	\$ -	\$ -
Other Revenues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Sales/Trades		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Equipment Purchases		\$ (40,000)	\$ -	\$ -	\$ (75,000)	\$ -	\$ -
Rescue Equipment Purchases		\$ -	\$ -	\$ -	\$ -	\$ (70,000)	\$ (15,000)
Rescue Communications Purchases		\$ -	\$ (11,000)	\$ -	\$ (16,200)	\$ -	\$ -
Tech Rescue Equipment/Communications Purchases		\$ (8,000)	\$ (8,000)	\$ (8,000)	\$ (8,000)	\$ (8,000)	\$ (8,000)
<b>Ending Fund Balance</b>		<b>\$ 112,427</b>	<b>\$ 124,177</b>	<b>\$ 146,927</b>	<b>\$ 115,977</b>	<b>\$ 68,727</b>	<b>\$ 76,477</b>

**Table 21: Police Capital Equipment – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Public Safety Capital Program, (PSCP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>POLICE CAPITAL EQUIPMENT</b>							
Mobile Command	Reserve	\$ 40,000					
Boat Engine Replacement	Reserve	\$ -			\$ 37,500		
	Grant				\$ 37,500		
	<i>Sub-total</i>				\$ 75,000		
<b>Total Police Equipment Purchases</b>		<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>

**Table 22: Rescue Capital Equipment – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Public Safety Capital Program, (PSCP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22*</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>RESCUE CAPITAL EQUIPMENT</b>							
Power Stretcher							\$ 15,000
2 Multi-monitor/defibrillators	Reserve	\$ -				\$ 70,000	
<b>Total Rescue Equipment Purchases</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 15,000</b>

**Table 23: Rescue Communications – Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Public Safety Capital Program, (PSCP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22*</b>	<b>FY23*</b>	<b>FY24*</b>	<b>FY25*</b>	<b>FY26*</b>	<b>FY27*</b>
<b>RESCUE CAPITAL COMMUNICATIONS</b>							
DB Mobile R-1	Reserve		\$ 11,000				
6 Portable Radios	Reserve				\$ 16,200		
<b>Total Rescue Communications Purchases</b>		<b>\$ -</b>	<b>\$ 11,000</b>	<b>\$ -</b>	<b>\$ 16,200</b>	<b>\$ -</b>	<b>\$ -</b>

**Table 24: Technical Rescue Equipment/Communications - Detail**

<b>Town of Colchester</b>		<b>Proposed</b>			<b>Planned</b>		
<b>FY22-FY27 Capital Budget Program</b>		<b>Capital</b>			<b>Capital</b>		
<b>Public Safety Capital Program, (PSCP)</b>		<b>Budget</b>			<b>Program</b>		
	<b>Funding</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>	<b>FY27</b>
<b>TECH RESCUE EQUIPMENT/COMMUNICATIONS</b>							
Equipment/Communications	Reserve	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
<b>Total Tech Rescue Equipment/Communications Purchases</b>		<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>

## SECTION 4 – Other Revenue Sources

### 4.01 – Future Bridge Replacement Reserve Fund

The Bridge Reserve Fund was established in 2009. In 2014, the reserve fund contained sufficient funds for the project and therefore was not proposed for reauthorization. There is now \$75,515 remaining in the fund. The town currently owns six bridges with an estimated replacement value of \$24 million. The remaining funding will stay in this restricted account for future capital bridge needs, and as a result there are no projects associated with this funding source during the term of the FY22-FY27 CBP.

### 4.02 – State and Federal Grants

State and federal grants are used primarily within the Capital Transportation Program with smaller amounts used within the Public Safety Capital Plan. These revenues are obtained through a competitive application process and therefore are not considered a steady revenue stream. Total state and federal grants for FY22 are expected to be \$750,000, and \$2,788,795 over the 5-year capital program (FY23-27). Please see Section 2.04 for more information.

### 4.03 – State Funded Projects

The Capital Budget Program contains several transportation projects on the state and federal transportation system within Colchester that are funded by state and federal transportation funds. FY22 expenditures are expected to be \$11,626,882 and \$23,213,889 over the 5-year capital program (FY23-27).

Vermont Agency of Transportation		Proposed			Planned		
FY22-FY27 Capital Budget Program		Capital			Capital		
	Funding	Budget			Program		
		FY22	FY23	FY24	FY25	FY26	FY27
STATE TRANSPORTATION PROJECTS							
Exit 16 Interchange	State/Fed.	\$ 4,958,862					
VT15 Multi-use Path	State/Fed.	\$ 1,010,000					
Severance Corners Intersection	State/Fed.	\$ 404,000	\$ 3,060,300	\$ 667,900			
Exit 17 Interchange	State/Fed.	\$ 5,254,020	\$ 19,485,689				
Total State Transportation Improvements		\$ 11,626,882	\$ 22,545,989	\$ 667,900	\$ -	\$ -	\$ -

#### **4.04 – Local Options Tax**

The Local Options Tax consists of a 1.0% sales tax as approved by the voters in 2015. Average annual revenues are approximately \$1,500,000. As of January 20, 2021, the balance of the fund is \$4,803,579. At this time, these funds are only authorized for purposes of funding existing debt. Use of these funds for any other purpose requires voter approval.

#### **4.05 – Capital Fund Raising and Donations**

Some projects identified on the Candidate List in Section 4.02 will require outside funding sources such as capital fund-raising campaigns and donations. The amount raised by these efforts cannot be determined at this time.

### **SECTION 5 – Project Candidate List**

#### **5.01 - Introduction**

The project candidate list contains those projects, or types of projects, that have been deemed eligible for inclusion in the Capital Budget Program by the Colchester Selectboard. A project is considered eligible when the Selectboard determines that the nature of the project is consistent with the purpose and intent of the planned funding source as approved by voters or otherwise required by law. While candidate projects are considered eligible for inclusion into the Capital Budget Program, there may be insufficient program funding which may require the use of other funding sources and/or increases in fees intended to fund capital projects. Other funding sources can include intergovernmental revenues, grants, donations, and publicly approved transfers from the Town's Municipal Service Budget.

## 5.02 – Eligible Projects

<b>Projects</b>	<b>Intended Funding Source</b>
All rolling stock equipment purchases contained on the Capital Equipment Program inventory list as approved by the Selectboard. All capital repairs and improvements to Town owned buildings.	Capital Equipment and Facility Plan
All capital improvements to the Town's transportation system.	Capital Transportation Program
All capital improvements to the Town's stormwater system.	Stormwater Capital Program
All capital replacement and improvements to the Town's Park system.	Park Capital Plan
All capital expansion projects within the Town's park system.	Recreation Acquisition & Development Fund
Replacement of the Mill Pond Road Bridge.	Bridge Reserve Fund
All capital replacements and improvements to the Town's communication systems.	Communication Reserve Fund
All capital replacements and improvements to the Town's computer systems, printers, copiers, and telecommunications equipment, including voter approved expenses previously funding leased IT equipment within the general fund operating budget.	Technology Reserve Fund
Purchase and replacement of the police boat, mobile command, and small equipment and communication needs of Rescue and Technical Rescue	Public Safety Capital Plan
Building and facility energy efficiency projects, including lighting and heating replacements, HVAC replacements, and others	Capital Equipment and Facilities Plan and sources named for "Projects" in below section.
Buildings, equipment and apparatus (fire trucks) to support the Fire Department	Fire Department Capital Fund

<p><b>Projects</b></p> <p>All other capital projects that are either ineligible for existing capital plans or reserve funds, or exceed the available funding within existing capital plans or reserve funds. These capital projects may include but are not limited to;</p> <ul style="list-style-type: none"> <li>• Reconstruction of Shore Acres sub-division roadways, (\$3.3M)</li> <li>• Reconstruction of East Road, (\$4.0M)</li> <li>• Sanitary sewers in Malletts Bay, (\$16M)</li> <li>• Community Center and Park improvements to include an amphitheater, Lake House, pickleball courts and other park improvements, (\$40M)</li> <li>• Upgrade to the Bayside intersection, (\$3.4M)</li> <li>• West Lakeshore Drive Bike path and significant stormwater improvements from Prim Road to Bayside, (\$5.4M)</li> <li>• Pedestrian tunnel under West Lakeshore drive connecting upper and lower Bayside Park, (\$1.2M)</li> <li>• Upgrade to the Meeting House to accommodate an expansion of the Library including increased program space, (\$1.5M)</li> <li>• Auxiliary power for Town Office, (\$100,000)</li> <li>• At this time, Stormwater water improvements are expected to be funded through the Town's Stormwater Utility Enterprise fund. However these types of projects remain eligible for inclusion in the Capital Budget Program.</li> </ul>	<p><b>Intended Funding Source</b></p> <p>Intergovernmental revenues, publicly approved transfers from the Town's General Fund, lease purchase agreements and other alternative financing, bonding and or Local Options Tax, (As approved by voters) capital fund raising campaigns, grants, donations, future impact fees.</p>
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## APPENDIX

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## **CAPITAL EQUIPMENT PROGRAM INVENTORY**

### **HIGHWAY DEPARTMENT**

	<b><u>ID</u></b>
EXCAVATOR	HI44
LOADER	HI45
GRADER	HI43
SWEEPER	HI22
DUMP TRUCK	HI3
DUMP TRUCK	HI5
DUMP TRUCK	HI6
DUMP TRUCK	HI1
DUMP TRUCK	HI2
DUMP TRUCK	HI18
ROAD MOWER TRACTOR	HI46
TRACKLESS SIDEWALK TRACTOR	HI47
CREW CAB TRUCK	HI9
PICK UP	HI10
ONE TON DUMP TRUCK	HI4
ONE TON DUMP TRUCK	HI8
TRACKLESS SIDEWALK TRACTOR	HI40
ASPHALT HOT BOX	HI58
PICK UP	HI16

### **GARAGE**

SERVICE TRUCK.	GA7
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### **WASTEWATER DEPARTMENT**

SERVICE TRUCK	WA17
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### **RESCUE**

AMBULANCE CHASSIS/BOX	RE201
AMBULANCE CHASSIS/BOX	RE202

### **TECHNICAL RESCUE**

TECH UNIT DIVE TRUCK	RE203
UTILITY BODY	RE204
PICKUP TRUCK	RE205

### **PARKS & RECREATION**

2WD PICK-UP	BU23
2WD PICK-UP	BU15
4WD PICK-UP	BU21
4WD PICK-UP W/PLOW	BU19
ONE TON 4WD PICK-UP W/PLOW & SANDER	BU11
INFIELD GROOMER	BU76

**PARKS & RECREATION CONT'D**

LARGE AREA MOWER	BU27
ZERO TURN RIDING MOWER	BU55
ZERO TURN RIDING MOWER	BU74
WALK BEHIND (21 IN) MOWER	BU65
WALK BEHIND (48 IN) MOWER	BU73
ZERO TURN MOWER	BU72
TRACTOR	BU22

**ADMINISTRATIVE**

SUV	AD32
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**POLICE DEPARTMENT**

SUV	P3
SUV	P7
SUV	P1
SUV	P4
SUV	P5
SUV	P8
SEDAN	P6
SUV	C2
SEDAN	D1
SUV	P9
SUV	C1
SEDAN	C3
SEDAN	D4
PICKUP	P10
SEDAN	D3
MOTORCYCLE	PO192



# FY22-FY27 Capital Budget Program

March 23, 2021



# Acknowledgments

Thank you to the Town Departments that assisted in reviewing and preparing this Capital Budget Program:

Economic Development

Finance

IT

Library

Manager's Office

Planning & Zoning

Police

Public Works

Recreation

Rescue



# Overview: What is Included in the Capital Budget Program?

- Vehicle and Equipment Acquisitions
- Facility Repairs and Improvements
- Transportation Improvements
- Park Improvements
- Information Technology and Communications Improvements
- Public Safety Communications & Equipment



## How are the Plans Funded?

Funding Programs	Year Authorized	Authorization Term	Funding Method	Expected FY22 Program Funds
FDCP	N/A	N/A	Municipal Services Budget	\$50,000
CEFP	2014	2032	Fixed Rate (\$0.0183)	\$407,885
CTP	2016	2022	Fixed Rate (\$0.023)	\$512,642
PCP	2016	2022	Fixed Rate (\$0.005)	\$110,895
Bridge Fund	2009	2014	Reserve (Expired)	\$0
Technology Fund	2020	2025	Reserve \$35,000/yr.	\$35,000
Communications Fund	2020	2025	Reserve \$25,500/yr.	\$25,500
Public Safety	2016	2021	Reserve \$18,750	\$30,750
Recreation	1980's	N/A	Impact Fees	\$95,428
State Transportation	N/A	N/A	Grants/Aid	Variable
Federal Transportation	N/A	N/A	Grants/Aid	Variable
<b>Total</b>				<b>\$1,268,100</b>



# A Year in Review

- Completion of Airport Park Pickle Ball Courts
- Reconstruction of the Causeway
- Completion of Blakely Road/Laker Ln. Intersection
- Completion of West Lakeshore Drive Bike Path
- Completion of Rescue remodeling
- Paving of West Lakeshore Drive and Church Road







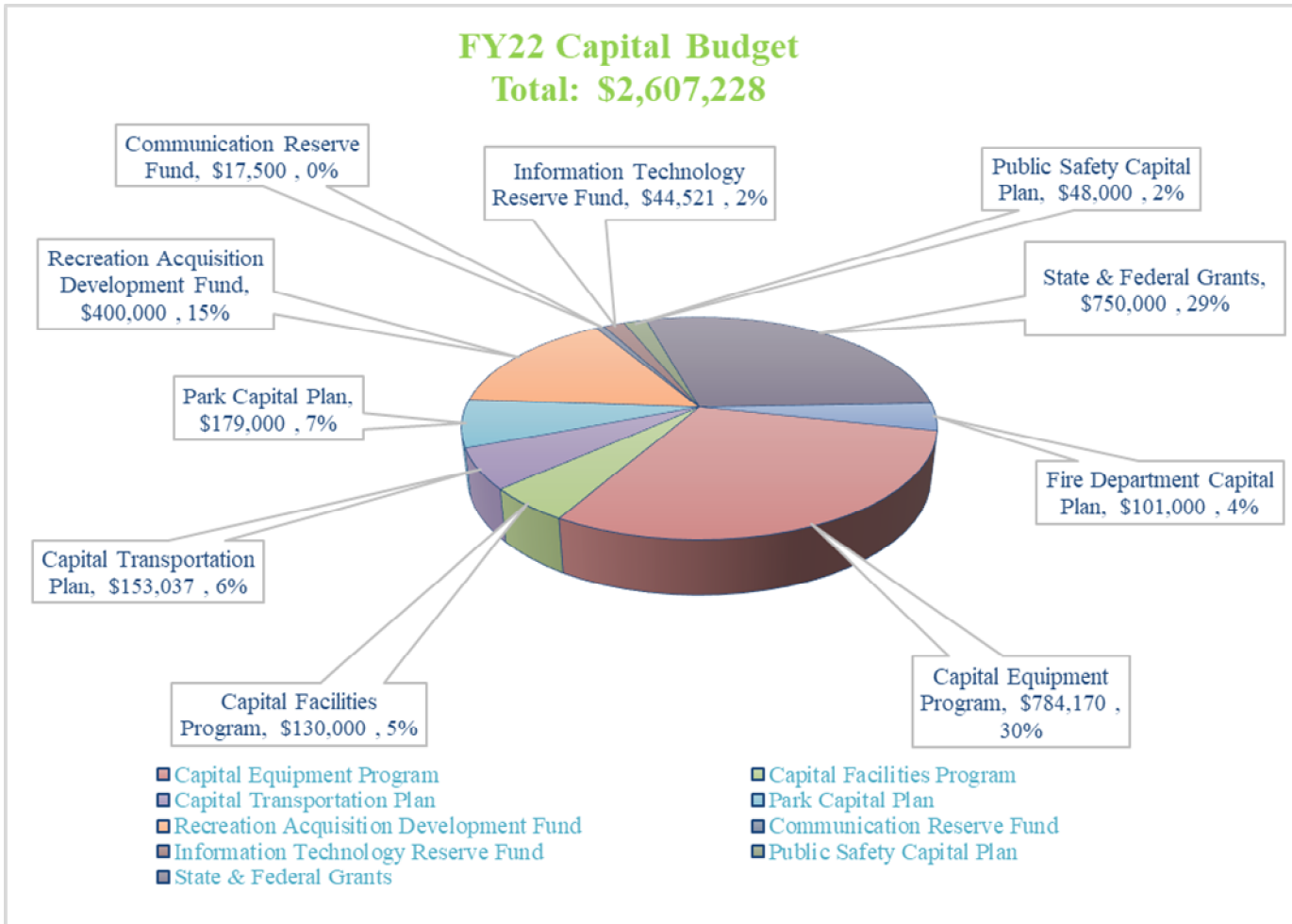
Proposed Annual Budget  
FY2022  
July 1, 2021 – June 30, 2022

Total Capital Improvements:  
**\$2,607,228**



**Colchester**  
VERMONT

# Proposed FY22 Capital Budget





# Preview of Expected FY22 Projects

- Bayside Park Master Planning
- Airport Park – Causeway Connector Path
- Community Center Master Planning
- Expansion of DPW Salt Shed
- New Ambulance for Colchester Rescue
- Facility Improvements to Fire Departments
- Design of roundabout for Bayside Intersection





## Capital Program FY2023-2027

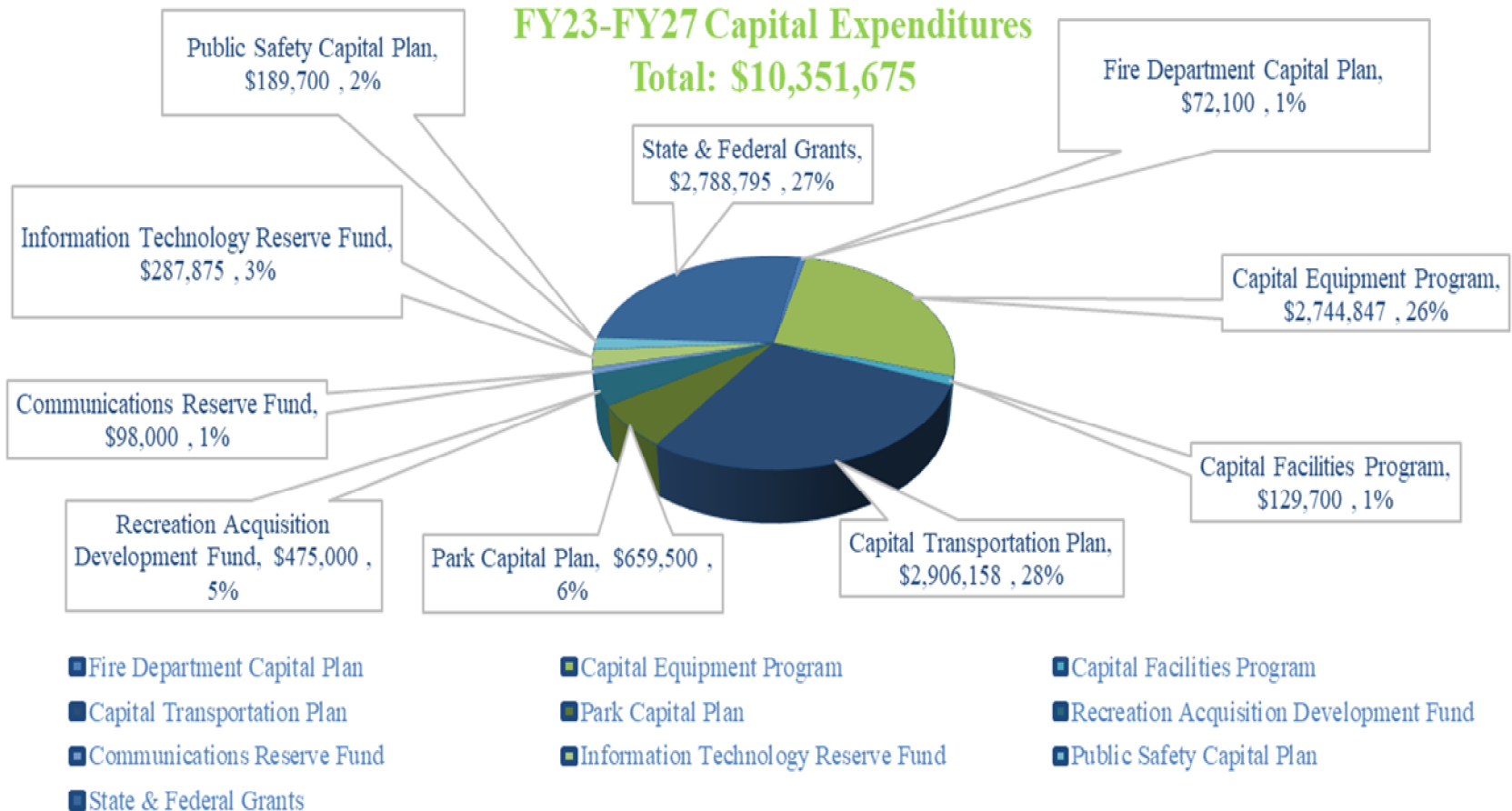
**TOTAL 5-YR SPENDING:**  
**\$10,351,675**



**Colchester**  
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# FY23-FY27 Capital Program Expenditures

## FY23-FY27 Capital Expenditures Total: \$10,351,675





# Potential Future Revenue Sources

## Local Option Tax (LOT)

- Approved by voters and enacted October 1, 2015
- As of January 20, 2021, balance was \$4,803,579
- Use of LOT funds are restricted to voter approved capital.
- The LOT is currently being used to pay off existing debt for voter approved capital, thereby reducing the tax rate.
- Possible candidate projects have been identified within Sec. 5.02 of the FY22-FY27 Capital Budget Program

## Capital Fund Raising Campaign/Donations

## Impact Fee Schedule – Changes adopted in 2018



## Currently Unfunded Candidate Projects

### Categories:

▪ Transportation	\$17,300,000
▪ Sanitary Sewers	\$16,000,000
▪ Facilities	<u>\$41,600,000</u>

**Total:** **\$74,900,000**

- Full list seen in Section 5.02 of the Capital Budget Program



## Budget Process to Date

Formal Adoption of Capital Budget Program:

- ☐ Selectboard presentation and draft review on January 26, 2021
- ☐ Planning Commission Review & Comment – February 16, 2021
- ☐ Selectboard hosts public hearing to consider adoption March 23, 2021
- ☐ Selectboard may adopt after public hearing on March 23, 2021





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Thank You!