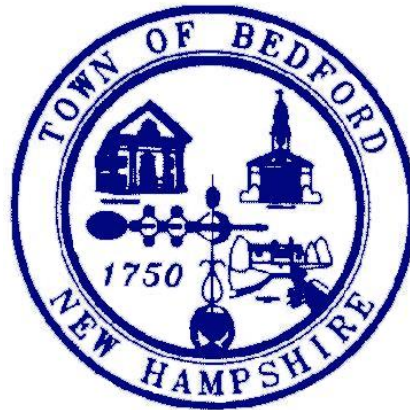


**TOWN OF BEDFORD
NEW HAMPSHIRE**

**2012
Capital Improvement Plan
Project Summary**



Submitted
August 2011

Town of Bedford
2012 Capital Improvement Plan Project Summary

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Capital Improvement Plan

- (a) Town Manager after consultation with the Planning Board shall prepare and submit to the Council a capital improvement plan at least one (1) month prior to the final date for submission of the budget. The capital improvement program shall include:
- (1) A clear summary of its contents;
 - (2) A list of all capital improvements including major replacements which are proposed to be undertaken during the next six (6) fiscal year, including but not limited to equipment, sewer and water mains or facilities, roads, sidewalks, bicycle paths or lanes, public open spaces and recreation facilities, new police and/or fire stations, and other new public facilities, and major items of equipment, with appropriate supporting information as to the necessity for such improvements;
 - (3) Cost estimates, methods of financing, and recommended time schedule for each such improvement; and
 - (4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.
- (b) The Capital Improvement Plan shall be based on a period of not less than six (6) years and shall include reference to or be influenced by, where appropriate, the Town Master/Comprehensive Plan.
- (c) The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.
- (d) The Town Council and Town of Bedford Planning Board shall meet annually in preparation for and review of the Capital Improvement Plan in a manner determined from time to time by the Town Council.
- (e) A summary of the updated Capital Improvement Plan with estimated costs shall be included in the Town Report and such portion of the current year costs the Council deems appropriate may be included in the town budget.
-

Introduction

The Capital Improvements Program (CIP) serves as the Town's long range planning document for the purchase or construction of capital assets. It reflects the individual projects, how they would be financed according to adopted Town Council policy and the impact of the projects on the Property Tax rate and the Sewer rates.

Incorporated into the program are the Town Financial Policies adopted by the Town Council. The policy goals cover major items from minimum fund balance requirements to Town debt limits. The purpose of the policies is to present financial goals the Town strives to achieve and maintain. Achieving and maintaining the policies will benefit the Town through controlling debt, better planning, proper financing of capital items and the potential for increasing the Town's bond rating.

The premise of the policies as they relate to the CIP is to insure proper financing of capital projects and that all projects should not be debt financed. By avoiding bonding for all projects, the long term costs to the Town are reduced.

CIP Project Criteria

In order to be included within the CIP, a project needs to have an estimated annual aggregate cost of \$10,000 or more and have a useful life of three years or greater. In addition, the project needs to satisfy at least one of the following:

- Protect the health and safety of employees and/or the community at large
- Significantly improve the efficiency of the existing services
- Preserve a previous capital investment made by the Town
- Significantly reduce future operating costs or increase future operating revenues

Financing Criteria

Once a project qualifies, financing is analyzed using the following criteria:

Debt Financed

Purchase of assets of \$100,000 or more, nonrecurring within a five year period, are typically recommended for debt financing. This includes design costs for projects even when the costs occur a year earlier. The project must also have a useful life of five years or greater. The Town issues tax exempt debt (in most instances) to finance the projects and the principal and interest are paid over the useful life of the asset. The purpose of debt financing is to avoid an outright purchase of the asset where the impact would be too great for one budget period.

Capital Reserve Financed

Purchase of assets of over \$10,000, recurring or not, may be acquired with Capital Reserve Funds. Capital Reserves can be established for a specific item or a type of item. Capital Reserves are a saving mechanism for municipalities. By appropriating funds and placing them in reserve, the funds earn interest and help to mitigate long-term borrowing needs. Also, raising a set amount each year helps to even out the impact to the tax rate for large purchases.

Grant Financed

Purchase of assets over \$10,000, may be partially or wholly funded by grants from the State or Federal government. Where applicable, the grant amount only is reflected in this section and the local share, if any, is reflected in the appropriate financing section. Except for the Town's share, State administered projects are not reflected within this CIP.

Existing Funds Financed

After the CIP projects are submitted and compiled, any items that can be financed with existing funds are identified. This could be any funds available from savings from another project or other source of funds. If bonded funds are to be used, the item has to meet the useful life criteria for the remaining years of amortization of the bond funds used.

Operating Budget Financed

Purchase of assets of less than \$100,000 or recurring in nature, are recommended to be financed through the annual operating budget for the fund involved. A \$100,000 appropriation in the General Fund has a \$.032 tax rate impact. Annual programs, whether over \$100,000 or not, are suited for operating budget financing due to the ongoing nature of the program. A general rule of thumb is recurring items continually purchased with debt financing will result in a annual debt service costs of 120% to 150% of the purchase price of item's initial cost, depending on rates and term.

Matching or Donated Funds

Funds expected from various organizations or individuals which are collected for a specific capital project purpose.

Project Categories

There are several appropriation categories used to classify capital projects:

- (1) Study Services.** Services provided to the Town for feasibility studies by engineers or architects.
- (2) Design Services.** Services provided to the Town for the design of infrastructure by engineers or architects. This includes planning, preliminary plans, final plans and other related activities.
- (3) Construction Services.** Services provided to the Town for contract administration by engineers or architects.
- (4) Land.** Expenditures for the purchase of land. This includes closing costs, appraisals, purchase of rights of way and site preparation.
- (5) Land Improvements.** Expenditures for acquiring improvements to land (not associated with buildings) intended to make the land ready for its purpose. These include landscaping, property drainage, driveways, parking lots, sidewalks, monuments, fences, area lighting of streets and parking lots, retaining walls, and athletic track and fields.
- (6) Buildings.** Expenditures for contracted construction of new buildings, additions to or acquisition of existing buildings. This also includes the cost of demolition. Initial cost of major building equipment components or furniture and fixtures should use other appropriate code.

(7) Building Improvements. Expenditures for improvements to existing buildings. This includes major permanent structural alterations, roof replacements, interior or exterior renovations, fire protection systems installation or upgrade, electrical and plumbing upgrades. Replacement or additions to major building equipment components or furniture and fixtures should use other appropriate code.

(8) Building Systems. Expenditures for initial acquisition, replacement or addition to significant building equipment components. This includes the heating, ventilation and air conditioning systems (HVAC), elevators, power generation, and other service systems of buildings.

(9) Machinery and Equipment. Expenditures for equipment usually composed of a complex combination of parts, excluding vehicles. Examples include firefighting equipment (SCBA, ladders, hoses, etc.), recreational and athletic equipment, traffic control equipment, generators, lathes, and drill presses.

(10) Light Vehicles. Expenditures for vehicles or light mobile equipment used to transport persons or objects. Examples include automobiles, vans, pick-up trucks, ambulances, motorcycles, light tractors and accessory trailers, etc., including the installation of any related equipment.

(11) Heavy Vehicles. Expenditures for vehicles or heavy mobile equipment used to transport large objects or quantities or for use in construction. Examples include buses, fire apparatus, dump trucks, backhoes, graders, rollers and accessory trailers, including the installation of any related equipment.

(12) Furniture and Fixtures. Expenditures for initial, replacement or additional furnishings and fixtures used in business/office facilities, including purchases of carpeting, desks, chairs, bookcases, counters, etc.

(13) Computers and Communications Equipment. Expenditures for computer or communications equipment, including radios, telephone systems and computer systems and related equipment such as printers, uninterruptible power supplies, etc.

(14) Books and Collections. Expenditures for purchase of long lived books, textbooks or reference material, regardless of the media, i.e., paper vs. electronic. Also includes the acquisition of artworks.

(15) Roadways. Expenditures for construction of, or major renovation to roadways. This includes shim and overlay, but excludes maintenance items such as crack sealant.

(16) Bridges. Expenditures for construction of, or major renovation to bridges. This includes pedestrian as well as vehicular bridges.

(17) Waterways. Expenditures for construction of, or major renovation to waterways, including dams, dredging, embankments, etc.

(18) Utility Systems. Expenditures for construction of, or major renovation to town-wide drainage, water, sewer and/or electrical utility systems. This includes the cost of mains, manholes, trench paving, etc.

<i>Legal and Policy Debt Limits</i>
--

The State of New Hampshire, through RSAs 33:4-a and 33:5-a, sets the legal amount of debt a Town may have outstanding at any one time. There are three such limits covering municipalities, schools and water utilities.

The limits are based on the locally assessed valuation for property taxation purposes as equalized to market value by the N.H. Department of Revenue Administration. The equalized value for debt purposes is then multiplied by a percentage to achieve the legal debt limit. The percentage used for each limit is 3% for municipalities, 7% for schools and 10% for water utilities. Bonds for sewer projects are exempt from any debt limit.

Year	Equalized Value – for debt	3% Debt Limit <i>Town only</i>	Outstanding Debt <i>Town only</i>	Actual %
2000	1,816,654,434	54,499,633	5,464,000	0.30%
2001	2,202,066,245	66,061,987	7,454,000	0.34%
2002	2,480,263,353	74,407,901	6,914,000	0.28%
2003	2,843,748,934	85,312,468	14,874,000	0.52%
2004	3,034,860,094	91,045,803	12,720,000	0.42%
2005	3,371,509,816	101,145,294	11,435,000	0.34%
2006	3,532,541,633	105,976,249	22,055,000	0.62%
2007	3,599,904,944	107,997,148	19,480,000	0.54%
2008	3,503,930,620	105,117,919	16,915,000	0.48%
2009	3,346,771,169	100,403,135	14,355,000	0.40%
2010	3,250,664,450	97,519,934	11,800,000	0.36%
2011				
2012				

Credit Rating

The Town is reviewed by Moody's Investors service each time it issues a long term bond to finance a capital improvements program. The review is made in order to rate the risk associated with the bonds to the investor purchasing the bonds. The risk is measured by reviewing the finances of the Town, doing comparative year analysis, calculating ratios, investigating trends, looking at any major liability issues, and talking with management. After their review, the rate they issue reflects the credit worthiness of the Town.

There are seven major rating categories used by Moody's for municipal bonds. They are **Aaa** (highest quality), **Aa**, **A**, **Baa**, **Ba**, **B**, **C** (lowest quality). Except for Aaa & C, each category has sub ratings of 1, 2 and 3 to indicate the various levels of quality, e.g., **Baa1**.

As a result of the May 1, 2010 recalibration of US Local Government Ratings by Moody's Investors Service, the Town of Bedford received an upgraded bond rating of **Aa1**. Very few municipalities in the State have such an impressive bond rating. Prior to this upgrade, the Town had a bond rating of **Aa2**.

The definition to the **Aa** rating is:

Bonds that are rated Aa are judged to be of high quality by all standards. Together with the Aaa group they comprise what are generally known as high grade bonds. They are rated lower than the best bonds because margins of protection may not be as large as in Aaa securities or fluctuation of protective elements may be of greater amplitude or there may be other elements present that make the long-term risks appear somewhat larger than in Aaa securities.

Just as with personal finances, a credit rating is important to attaining goals. The bond rating is a measurement of the town's financial health, and it is made available to all interested parties. There are major implications to having a lower bond rating. First, it can restrict the Town from issuing its own long-term debt. Although other avenues may be present, they may not have the structure or maturity dates the Town desires. Lower ratings generally mean higher interest rates, which for long-term securities can mean significantly higher costs. Lower ratings can also affect short-term financings, either through higher interest costs or, even worse, the evaporation of investor interest.

A good rating can increase flexibility in the market place by allowing the Town to structure its bonds to its needs. Better ratings tend to draw more investors, which can save money through lower interest rates.

Financial Indicators

Included within the Town analysis of the CIP are comparisons to Moody’s Selected Indicators of Municipal Performance. This publication reflects the most widely used debt indicators and performance ratios used by analysts in the municipal bond industry. Numerous credit factors, each weighed separately, lead to the determination of a bond credit rating. The Town has included a comparison of CIP impact to some key indicators, helping to identify potential trouble areas and strong points. Moody’s ratios are based on information gathered nationally through their rating process. The medians used in most cases are national medians, unless otherwise indicated.

General Fund Indicators

Median Overall Net Debt per Capita – The dollar amount of net tax supported debt per person in the community. Per capita debt is calculated by dividing the net tax supported debt by the estimated population. For purposes of Bedford’s analysis, a trended population figure based on the 2000 census was used for projection of this ratio through 2009. (2010 census release was 21,203)

<u>Fiscal Year</u>	<u>Net Debt Per Capita</u>
2007	\$1,006
2008	\$841
2009	\$687
2010	\$624
2011 est	\$450

<u>Fiscal Year</u>	<u>Net Debt Equal Val</u>
2007	0.68%
2008	0.48%
2009	0.49%
2010	0.41%
2011 est	0.25%

Median Net Debt to Equalized Value – The ratio of net tax supported debt to equalized value represents the burden of debt to the tax base, which will eventually repay that debt. This is calculated by adjusting the net assessed value to estimated market value (\$3,250,664,450), then dividing net tax supported debt by this adjusted value amount.

Debt Service as a Percentage of Budget – Represents the portion of the budget that goes toward debt payments. This is calculated by dividing the annual net tax supported debt payments (principal and interest) by the total budget, general fund only. Generally, 10% is viewed as high to an analyst. As shown, Bedford’s debt service appears quite high because of the Town’s initiative to pay down debt service quickly, within 10 years for newly issued debt. Therefore, our annual debt service payments are high, yet our ability and commitment to pay down the debt at a rapid pace is viewed by analysts as highly advantageous.

<u>Fiscal Year</u>	<u>Net Debt % Budget</u>
2007	10.0%
2008	9.7%
2009	13.2%
2010	12.8%
2011	12.7%

***2012 BEDFORD CIP
PROJECT WORKSHEETS***



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.A.
Project Category:	(7) Building Improvements
Project Name:	Town Office Building
Total Cost:	\$100,000 +
Funding Source:	Capital Reserve

Department:	GENERAL GOVT
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

A capital reserve has been set up and contributed to, \$5,000 annually, for large items such as boilers, roof, etc. The reserve would be available if any of these projects needed to be done in a year for which no prior appropriation had been made or in a year planned for the purpose.

The balance in the reserve account is approximately \$60,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.B.
Project Category:	(1) Study Services
Project Name:	Municipal Buildings
Total Cost:	\$120,000
Funding Source:	Bond Proceeds

Department:	GENERAL GOVT
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This project scope is to complete a needs analysis for repair/upgrade to all municipal buildings including the following: Town Office, Town Hall, Town Library, Safety Complex, Receptions Maintenance Building, Highway Garage, and the Transfer Station.

During 2009, the Town Council set forth a study initiative to form a Building Committee to look at the future disposition and needs for all Town facilities.

There have been funds included with the 2011 infrastructure bond authorization in the amount of \$120,000. The project is set to commence in June 2011 with completion February 2012.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

With the aging of public buildings and the increased needs/demands placed on these facilities, this funding will be used to determine long-term maintenance improvements and implementation to the listed facilities.

A capital reserve has already been established for improvements to the Transfer Station/Highway Garage.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.C.
Project Category:	(7) Building Improvements
Project Name:	TOB Facility Improvements
Total Cost:	\$2,500,000 +
Funding Source:	Bonding

Department:	GENERAL GOV'T
Year(s):	Unknown
Added Operating Cost:	Unknown
Master Plan Recommended?	No
Quote Attached?	Yes

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This project entails needed improvements for spatial efficiency within departments located at the Town Office Building. An early conceptual design of existing building conditions was provided by a design firm which indicated the need for reorganization and the potential need for additional space in order to meet the needs of the Town for the foreseeable future. It is unknown at this point whether it will be more efficient to modify the existing TOB or potentially modify the facility known as the Marconi Museum.

There have been funds approved in the 2011 Infrastructure bond for study and design of a new municipal facility. The outcome of that study, when complete in the spring of 2012, will determine the future disposition of this CIP project.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

During 2006, the Town contracted with Stenbak Design Associates to complete a needs assessment of the Town Office facilities. Their comprehensive report included the need for space reorganization, renovation and an addition to the Town Offices in an effort to have a more efficient and healthy work environment. This report also showed that the current facility design is confusing for the public and that there is an ineffective use of space in certain areas. Furthermore, the current design is not energy efficient, has poor circulation and is not secure.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.D.
Project Category:	(4) Land
Project Name:	Land Reserve
Total Cost:	\$ unknown
Funding Source:	Capital Reserve

Department:	GENERAL GOVT
Year(s):	2012-2021
Added Operating Cost:	Unknown
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The Town has an estimated \$524,000 as of December 2011 in a capital reserve for the purpose of acquiring (and related costs of acquiring) land to meet a variety of needs determined useful by the Town Council, including land for town facilities, recreational, and/or conservation purposes.

There is no recommended deposit to the land purchase reserve for 2012. Capital reserve deposits are funded through the operating revenues generated through the sale of town owned land.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Additional funds accumulate annually from current use revenues and are designated specifically for purchases of conservation land.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.F.
Project Category:	(1) Prof. Services
Project Name:	2013 Town Wide Valuation Update
Total Cost:	\$63,250 plus 36,750 annually 10-12
Funding Source:	Operating Budget/CR

Department:	ASSESSING
Year(s):	2013 and 2018
Added Operating Cost:	Unknown
Master Plan Recommended?	No
Quote Received?	Yes (2009)

PROJECT DESCRIPTION

(attach additional sheets if necessary)

It will be necessary, as per statute to once again "value anew" assessed values in Bedford at least once every five years beginning in 2003. As in 2008, much of the overall work will be done by in-house staff. However, outside services will be required, the majority of which will be provided by a firm such as Vision Appraisal; these services include consultation by a Senior Appraiser at a minimum of \$1200.00 per day per appraiser, assistance with the printing of valuation notices, and informal hearings. Included in outside services are the services of an independent individual to measure and list an additional 500 residential parcels per year in years 2010, 2011, and 2012 at a minimum to help ensure the most up to date data possible for the least amount of funds. The work will be put out to bid; information from other communities indicates that a per-parcel rate should not exceed \$25.00 per parcel including call backs and appointments to view interiors. Thus the annual cost would be at most \$12,500.00 per year.

The quote obtained from Vision Appraisal in 2009 indicated a total cost of \$90,000.00 in 2012 for updating the commercial/residential properties and provide consulting for the residential properties. As the work will be for 2013, an additional 5% must be added totaling \$95,000.00 for 2013. As was the case in the 2009 CIP a total of \$100,000.00 should be funded to ensure enough funds are set aside to complete the project. The quote provided by Vision Appraisal includes items such as data entry, meetings with DRA representatives, printing of notices and informal hearings. If, as was done for the 2008 update this work is done in-house and hearing officers are obtained elsewhere at a lesser rate monies will be available to pay for the measurer/lister; no additional funds beyond the \$100,000.00 should be needed for the 2013 job.

It is important the full \$100,000.00 be funded, as to update a town this size with the impending impact of the Route 3 Airport by-pass road including additional data collection will be needed, for such an amount in 2013, represents a true value to the town.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I. I.
Project Category:	(13) Computer Software
Project Name:	MS Office Open Licensing
Total Cost:	\$42,000 (every 3 yrs)
Funding Source:	Reserve/Operating

Department:	Information Systems
Year(s):	2012-2021
Added Operating Cost:	\$0
Master Plan Recommended?	Yes (IT Master Plan)
Quote Attached?	No

PROJECT DESCRIPTION

(attached additional sheets if necessary)

This project includes the bulk purchase of the Microsoft Office product licenses for the entire town. This project would be recurring and allow the town to purchase the latest MS Office suite version for all computers in the town every 3 years.

While this price does not reflect a cost savings (or cost increase), it does create a means to manage software licensing for the town. Along with the management efficiencies, this program will create a common application suite on all town computers at all times. Currently, we have the potential for 3 different versions as 1/3 of the town's pc's are purchased and replaced each year in the technology replacement program.

The plan for initial start up of this program is to replace as many licenses as possible during CY 2012 with the funds in capital reserve (approx. \$22k), then re-establish the reserve savings for eventual town-wide replacement in years 2016, 2019, 2022, etc.

Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
CR		\$14k	\$14k	\$14k	\$14k	\$14k	\$14k	\$14k	\$14k	\$14k
Withdraw	\$22k				\$42k			\$42k		

ADDITIONAL INFORMATION:

(attached additional sheets if necessary)

The Microsoft Office products such as Word, Excel, Access, etc are critical to the Town's business. These applications are industry standard and are the current applications used today.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I. L.
Project Category:	(13) Computers & Communications Equipment
Project Name:	Pictometry Software & Image Library
Total Cost:	\$21,000 (every 2 years)
Funding Source:	Reserve/Operations

Department:	Information Systems
Year(s):	2012 - 2021
Added Operating Cost:	\$0
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

This project includes the purchase of aerial photos of the Town to be used with the Pictometry obliques photo/GIS management system already owned by the Town. These photos are updated every 2 years, therefore in order to maintain the most recent data, the Town would be required to repurchase these images when available.

The capital reserve account would be withdrawn in 2012 and then every 2nd year thereafter. In order to maintain a level annual budget, the request is to manage the purchase through a capital reserve by placing \$10,500 toward this purchase each year.

In the event that the structural changes to the Town are minimal in any given biennium, the Town may opt to forego an update at which time the reserve account would be suspended and no further deposits made.

ADDITIONAL INFORMATION:

(attached additional sheets if necessary)

This software would be used in conjunction with GIS tools to assist the Town with managing the land records, planning, zoning, emergency response, etc.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	I.J.
Project Category:	(13) Computers & Communications Equipment
Project Name:	Document Imaging
Total Cost:	\$100,000+
Funding Source:	Reserve/Operations

Department:	Information Systems
Year(s):	2012 - 2021
Added Operating Cost:	\$0
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

This project includes the purchase of services related to scanning and indexing town documents to digital format. It is a long range plan to begin saving for this project as the time and costs involved are significant.

ADDITIONAL INFORMATION:

(attached additional sheets if necessary)

The Town has shown a need to reduce storage of old documents. This project would consist of hiring a digital imaging company to scan the many different types of documents the Town must maintain. The funds will support the cost of additional personnel on a temporary basis to assist in indexing and filing of digital documents per the Town's specifications.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	II.A.
Project Category:	13 Communication Equip.
Project Name:	Radio Console
Total Cost:	\$166,000
Funding Source:	Capital Reserves/Op Budget

Department:	POLICE
Year(s):	2012 – 2013
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Radio console for police dispatch was replaced in 2003. Due to the nature of telecommunications technology and the rapidly changing need for advanced communications, we estimate that our equipment will become obsolete in 10 years. As such, and due to the substantial cost for such equipment, we are requesting to maintain the capital reserve established in 2004 for the replacement of this equipment.

This equipment cost the department \$112,000 in 2003 and we estimate the cost in 2013 to be \$166,000, which considers an inflation factor of 4% each year. The request for capital reserve deposits will be \$18,000 for years 2008 – 2012 with an additional expenditure from the 2013 budget for the balance of the equipment cost, estimated to be \$12,000.

The department will seek various state and federal funding opportunities that may become available to help offset the replacement of this equipment.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	II.B.
Project Category:	(6) Buildings
Project Name:	Safety Complex Bond
Total Cost:	\$302,713 remaining
Funding Source:	Operating

Department:	POLICE
Year(s):	2012-2014
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Remaining annual principal and interest payments for the Safety Complex building as follows:

Year	Principal	Interest	Total
2012	100,000	8,894	108,894
2013	95,000	5,894	100,894
2014	90,000	2,925	92,925

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Original bond issue in July 1994 with refunding in March 2004.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	II.C.
Project Category:	(7) Building Improvements
Project Name:	Safety Complex Reserve
Total Cost:	\$ unknown
Funding Source:	Capital Reserve

Department:	POLICE
Year(s):	2012- 2021
Added Operating Cost:	NONE
Master Plan Recommended?	NO
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

To continue funding a capital reserve fund for the eventual major repairs at the Safety Complex.

This reserve was depleted during 2007 for the initial replacement of various HVAC units on the roof of the safety complex. During 2007, the safety complex also had all windows replaced.

The reserve currently has approximately \$21k. The maintenance request for 2012 is for a \$5,000 deposit to the capital reserve.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	II.D.
Project Category:	(10) Light Vehicles
Project Name:	Patrol Vehicle Replacement
Total Cost:	Variable
Funding Source:	Operating

Department:	POLICE
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	State Bid

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The Bedford Police Department has traditionally purchased 3 new cruisers each year to keep the fleet in top working condition. The rotated vehicles are either filtered down to another department in need of a vehicle or are sold at auction, whereby proceeds are used to reduce the impact on the operating budget.

In 2004, the BPD procured an SUV patrol vehicle which has become part of the normal vehicle rotation. In 2007 the PD replaced this SUV and beginning in 2008 has scheduled to replace this vehicle every 3 years along with the replacement of 3 cruisers each year.

The cost per sedan-type vehicle will approximate \$23,000 - \$25,000 and the cost for the SUV will approximate \$28,000 - \$32,000. These figures include the cost for additional equipment such as laptop, lights, siren, radio, divider, etc.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

The Police Department will seek leasing opportunities and assess for cost effectiveness.

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Cruisers	3	3	3	3	3	3	3	3	3	3
SUVs	0	0	1	0	0	1	0	0	1	0
\$ Cruisers	87,105	90,589	94,213	99,381	103,356	107,491	113,310	117,843	122,557	127,459
\$ SUV			35,000			38,000			41,000	



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	II.E.
Project Category:	(13) Communications
Project Name:	Portable Radios
Total Cost:	\$72,000
Funding Source:	Operating/Grants

Department:	POLICE
Year(s):	2013
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	State Bid

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The Bedford Police Department added 20 portable radios in 2004 for the purpose of upgrading current radios to a digital system in order to be compatible with the newly installed communication equipment. Having adequate communications equipment is essential to the safety of the officers and residents. Due to the nature of telecommunications technology and the rapidly changing need for advanced communications, we estimate that our equipment will become obsolete in 10 years. As such, and due to the substantial cost for such equipment, we are requesting continued funding to the capital reserve for the replacement of this equipment in 2013.

The estimated cost for this equipment is \$3,600 each (\$72,000 total). The capital reserve has approximately \$57k at the end of 2011. The department requests a capital reserve deposit of \$9,000 for 2012.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

The Bedford Police Department will look into the possibility of homeland security or other grant proceeds to help offset the cost of this purchase.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.A.
Project Category:	(11) Heavy Vehicles
Project Name:	Ambulance Replacement
Total Cost:	\$425,000
Funding Source:	Capital Reserve/Operating

Department:	FIRE
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Continue funding the capital reserve for scheduled ambulance replacement.

- Ambulance #2 is scheduled for replacement in 2014 at an estimated cost of \$200,000
- Ambulance #1 is scheduled for replacement in 2018 at an estimated cost of \$225,000

This reserve was re-established in 2011 with a deposit of \$50,000. Continued reserve funding is requested at \$50,000 for 2012.

Ambulances are generally replaced every 8 years.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

There have been past discussions about keeping the third unit as a backup instead of trading in at time of replacement. If the current ambulance is kept as a third unit, an additional \$50,000 would be necessary to outfit the new ambulance with essential equipment, radios, and supplies. This approach is not currently suggested at this time as there is not adequate storage for a third ambulance at the Constitution Dr. station. If and when a fire substation is brought online, this concept would be more feasible.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.B.
Project Category:	(9) Equipment
Project Name:	SCBA/Turnout Gear
Total Cost:	\$255,500
Funding Source:	Capital Reserve

Department:	FIRE
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Maintain the capital reserve established in 2004 for the replacement of SCBA Equipment and turnout gear. The balance of this reserve at the end of 2011 is approximately \$89,130.

The associated costs are estimated at:

SCBA 28 packs x \$6,000 = \$168,000 (anticipated replacement is between 2022 and 2027)

Turnout Gear 28 sets x \$2,500 = \$87,500 (anticipated replacement is between 2013 and 2016)

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Current SCBA equipment is 10 years of age with a life expectancy of 20 – 25 years of service.

Current turnout gear is 5 years old with a life expectancy of 7 – 10 years.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.C.
Project Category:	(11) Heavy Vehicles
Project Name:	Fire Engine Replacement
Total Cost:	Variable \$1.58m estimate
Funding Source:	Capital Reserve/Operating

Department:	FIRE
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

To maintain the capital reserve account established in 2004 for future fire engine replacement. These engines cost approximately \$375,000 each, therefore the capital reserve account will allow us to set aside small amounts each year in anticipation of future engine replacement. Requested capital reserve deposit for 2012 is \$75,000.

At the close of 2011, the estimated balance in this capital reserve is \$605,573 (reported by trustees). Included in this figure is \$53,200 in funds remaining in the Fire Tanker reserve which was repurposed to this reserve.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

- ENGINE #1 – will be replaced in 2028 at a cost of \$450,000 (25 years old)
- ENGINE #2 – will be replaced in 2015 at a cost of \$400,000 (25 years old)
- ENGINE #3 – replaced in 2015 at a cost of \$285,000 (31 yrs old – NFPA max recommended is 30 yrs)
- ENGINE #4 – will be replaced in 2013 at a cost of \$450,000 (15 years old – Heavy Rescue)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.D.
Project Category:	(6) Buildings
Project Name:	Fire Substation
Total Cost:	\$1,600,000
Funding Source:	GO Bond

Department:	FIRE
Year(s):	2012
Added Operating Cost:	Added personnel & equipment
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Build new south end station for growth and service demands in the South River Road area. The department has discussed a new station for several years and with the recent growth in the area, such as the new Hampton Inn, and proposed new commercial buildings.

This substation would require staffing of 12 firefighters which would include coverage 24 hours a day 7 days a week of one officer and 2 firefighters. The station would be a two bay drive through station, housing one ambulance from the existing fleet and a 75' Quint to be purchased. The new substation would reduce response times to fire and EMS calls and strategically house ambulances that would cover a larger geographical area.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

An independent research company, MRI, completed its study of the Bedford Fire Department operations in 2005 which indicated the need for a fire substation in the South River Road area to address response time concerns. The study recommended bringing a substation online by the year 2009. However, at this time, there has been no site sought for the new substation.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.E.
Project Category:	(11) Heavy Vehicles
Project Name:	New Quint Fire Engine
Total Cost:	\$800,000 est.
Funding Source:	GO Bond

Department:	FIRE
Year(s):	2012 - 2021
Added Operating Cost:	Equipment/Maintenance
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

New 75' Quint to apparatus fleet to be housed at the south end fire substation.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

An independent research company, MRI, completed its study of the Bedford Fire Department operations in 2005 which indicated the need for a fire substation in the South River Road area to address response time concerns. The study recommended bringing a substation online by the year 2009, therefore the need to place apparatus in this substation was also recommended for 2009.

As noted in the substation project above, there has been no site sought for the new substation. As such, the need to place a new Quint engine into service is deferred until such time as a new substation is brought online.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.F.
Project Category:	(13) Computers
Project Name:	Fire Tablet Upgrades/Replc
Total Cost:	\$30,200
Funding Source:	Operating

Department:	FIRE
Year(s):	2012
Added Operating Cost:	Equipment/Maintenance
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The department is requesting a CIP for the replacement of three (3) existing computers which are 10 years old and two (2) tablet computers which are 5 years old. The replacement of these machines has not been included in the Info Technology budget in years past therefore the department requests funding to be placed within the Fire budget.

After this initial replacement, annual funding is requested through the maintenance of a CIP to spread the associated costs over several years.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	III.H.
Project Category:	(11) Heavy Vehicles
Project Name:	Ladder Truck Replacement
Total Cost:	\$1,200,000 +
Funding Source:	Capital Reserve/Operating

Department:	FIRE
Year(s):	2024
Added Operating Cost:	Equipment/Maintenance
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace the current 1999 SMEAL Ladder Truck that will be 25 years old in 2024. Due to the cost of this piece of equipment, it is necessary to fund a capital reserve and begin putting away the funds that will be necessary to make this large purchase when due.

The reserve currently has a balance of approximately \$50,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.A.
Project Category:	(9) Machinery & Equipment
Project Name:	Parks Vehicles/Equipment
Total Cost:	\$40,000
Funding Source:	Operating

Department:	RECREATION
Year(s):	2012 – 2021
Added Operating Cost:	Vehicle maintenance
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This general reserve is intended to cover the replacement costs of small equipment items over the next 10 years. The following items are scheduled for replacement between 2012 and 2021: trailers (2), chainsaw, brush cutter, backpack blower, line trimmer, aerator, harvester sweeper, push mower, pool vacuum, fertilizer spreader, yorkrake, and hedge trimmer.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

The reserve currently has a balance of approximately \$5,000.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV. B.
Project Category:	(2) Design Services, (5) Land Improvements
Project Name:	Trail Design, Maintenance & Signage
Total Cost:	\$25,000
Funding Source:	Operating

Department:	RECREATION
Year(s):	2012 – 2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request is to initiate a trail/pathways design and maintenance plan, to include general maintenance and signage for existing trails. This plan would include developing trails at the Joppa Hill Farm property and studying the creation of a village pathways system that connects existing properties and trail systems.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.D.
Project Category:	(5) Land Improvements
Project Name:	Sportsman Field
Total Cost:	\$150,000+
Funding Source:	Operating

Department:	PARKS & RECREATION
Year(s):	2018
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This project was originally anticipated for 2008, however funding was suspended from any budget allocation until the leagues develop a list of field priorities.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Currently has \$21,000 in a capital reserve established in 2007.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.F.
Project Category:	(5) Land Improvements
Project Name:	Field Development & Repairs
Total Cost:	unknown
Funding Source:	Operating

Department:	RECREATION
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

To establish a capital reserve to cover anticipated costs of future athletic field development and address on-going field renovation/repair needs. A five-year master plan update was developed in 2005 and identifies future field requirements. The final plan will likely address the need for additional baseball and rectangular fields to be constructed over the next 5 to 10 years.

The capital reserve account currently has a balance of approximately \$95,000 at the end of 2011. The reserve deposit request for 2012 is \$35,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.G.
Project Category:	(7) Buildings Improvements
Project Name:	Pool Building Maintenance
Total Cost:	\$10,000 (every 2 yrs)
Funding Source:	Operating

Department:	RECREATION
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Continue funding the capital reserve established in 2007 to address future unanticipated pool and pool building maintenance and/or repair needs.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Capital reserve deposit request for 2012 is \$5,000.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.G2
Project Category:	(9) Machinery & Equipment
Project Name:	Pool – Misc. Equipment
Total Cost:	\$6,000 (every 2 yrs)
Funding Source:	Operating

Department:	RECREATION
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Establish a capital reserve to cover small equipment replacement needs (less than \$10,000) for the pool facility. Items to be replaced within the next 5 years include:

- ✓ Pool vacuum
- ✓ Water slide
- ✓ Chemtrol Automatic System – Main Pool
- ✓ Chemtrol Automatic System – Splash Pool

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Capital reserve deposit request for 2012 is \$3,000.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.H.
Project Category:	(9) Machinery & Equipment
Project Name:	Kubota Tractor
Total Cost:	\$40,000
Funding Source:	Operating

Department:	RECREATION
Year(s):	2014
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	Yes

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Purchase landscape/utility tractor to replace Kubota 3010 (12-year replacement schedule)
This funding request will be used for the regularly schedule replacement of the Kubota 3010 tractor.

The reserve currently has a balance of \$10,000. The requested deposit for 2012 is \$10,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on a 14-year life cycle replacement schedule to be replaced in 2014.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.I.
Project Category:	(9) Machinery & Equipment
Project Name:	Jacobsen Mower
Total Cost:	\$71,000
Funding Source:	Capital Reserve/Operating

Department:	RECREATION
Year(s):	2016
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	Yes

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Purchase 4-wheel driver rotary mower to replace the Jacobsen HR-5111 (12-year replacement schedule). The capital reserve currently has an estimated \$30,000 at year end 2011.

The reserve deposit for 2012 is requested at \$8,000

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on a 12-year replacement schedule to be replaced in 2016.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.J.
Project Category:	(9) Machinery & Equipment
Project Name:	Town Hall Floors
Total Cost:	\$25,000
Funding Source:	Bond Proceeds

Department:	RECREATION
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	Yes

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Town Hall was 100 years old in 2010 and due to the age, there are significant maintenance issues regarding existing flooring. In 2009 a Bedford resident who happens to be a floor contractor volunteered his time and equipment to do the upstairs main floor which he only charged the Town the cost for his supplies. The 2nd floor landing and stage still need to be done.

This project is being addressed in 2012 as part of the infrastructure bond issued in October 2011.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	V.A.
Project Category:	(6) Buildings
Project Name:	Library GOB
Total Cost:	\$760,636 (remaining)
Funding Source:	Operating

Department:	LIBRARY
Year(s):	2012-2016
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Annual principal and interest payments for the Library on 3 Meetinghouse Road. Original bond issue on March 1996, advanced refunding completed in March 2004.

ADDITIONAL INFORMATION: Schedule as follows:

Year	Principal	Interest	Total
2012	115,000	18,031	133,031
2013	115,000	14,150	129,150
2014	115,000	10,125	125,125
2015	110,000	6,119	116,119
2016	110,000	2,063	112,063



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	V.B.
Project Category:	(7) Building Improvements
Project Name:	Roof Replacement
Total Cost:	\$60,000
Funding Source:	Capital Reserves/Operating

Department:	LIBRARY
Year(s):	2014
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace library's shingled roof in or about 2014.

This reserve has approximately \$19,500 at the end of 2011. The capital reserve deposit request for 2012 is \$10,000.

ADDITIONAL INFORMATION:



**Town of Bedford
2012 Capital Improvement Plan
Project Summary Worksheet**

Reference#:	V.D.
Project Category:	(7) Building Improvements
Project Name:	Walkway Replacement
Total Cost:	\$25,000
Funding Source:	Operating

Department:	LIBRARY
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace library's concrete paver walkway in 2012.

ADDITIONAL INFORMATION:

Verbal quote obtained from Mason, Dick St. Cyr



**Town of Bedford
2012 Capital Improvement Plan
Project Summary Worksheet**

Reference#:	V.F.
Project Category:	(5) Land Improvements
Project Name:	Parking Lot Repairs
Total Cost:	\$30,000
Funding Source:	Capital Reserves/Operating

Department:	LIBRARY
Year(s):	2014
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Repairs to library's 2 parking lots.

This reserve has approximately \$22,800 at the end of 2011. The capital reserve deposit request for 2012 is \$3,000.

ADDITIONAL INFORMATION:



**Town of Bedford
2012 Capital Improvement Plan
Project Summary Worksheet**

Reference#:	V.G.
Project Category:	(18) Utility Systems
Project Name:	Septic System
Total Cost:	\$20,000
Funding Source:	Capital Reserves/Operating

Department:	LIBRARY
Year(s):	2016
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace the library's septic system unless sewer comes through the center of Town.

This reserve has approximately \$12,000 at the end of 2011. The capital reserve deposit request for 2012 is \$1,500.

ADDITIONAL INFORMATION:



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	V.H.
Project Category:	(7) Building Improvements
Project Name:	Carpet Replacement
Total Cost:	\$48,000
Funding Source:	Capital Reserves/Operating

Department:	LIBRARY
Year(s):	2015
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace carpeting on lower level of the library and offices on upper level, including the New Hampshire room.

This reserve has approximately \$31,500 at the end of 2011. The capital reserve deposit request for 2012 is \$4,000.

ADDITIONAL INFORMATION:



**Town of Bedford
2012 Capital Improvement Plan
Project Summary Worksheet**

Reference#:	V.I.
Project Category:	(5) Land Improvements
Project Name:	Parking Lot Construction
Total Cost:	\$150,000
Funding Source:	CR/Operating

Department:	LIBRARY
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	Verbal

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Construct a new parking lot adjacent to current parking lot. A capital reserve has a balance of \$20,000 at the end of 2011, therefore additional funding in the amount of \$130,000 would be necessary for this project to be completed in 2012.

ADDITIONAL INFORMATION:

Cost estimate provided by Steve Keach of KNA.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IV.J.
Project Category:	(7) Building Improvements
Project Name:	Boiler Replacement
Total Cost:	\$20,000
Funding Source:	Capital Reserve/Operating

Department:	LIBRARY
Year(s):	2016
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace heating system boiler/burner on or about 2016.
(verbal quote obtained from FW Webb Company, Nashua)

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

The reserve currently has a balance of approximately \$7,500 at the end of 2011.
Capital reserve deposit request for 2012 is \$2,500.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	V.I.A.
Project Category:	(1) Study Services
Project Name:	2020 Bedford Master Plan
Total Cost:	\$175,000
Funding Source:	Capital Reserve Financed

Department:	PLANNING
Year(s):	2018
Added Operating Cost:	None
Master Plan Recommended?	Yes
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The community master plan must be updated once every ten years. A typical master plan has required chapters that are outlined in State statutes. Preparation of a master plan, including citizen input meetings and public hearings, is typically at least a one year-long process, with publication of the report occurring in the following year.

ADDITIONAL INFORMATION:

This quote for the 2020 master plan is based upon chapters as outlined in NH RSA 674:2. The actual cost may vary, depending on additional information or studies requested by the Town Council or the Planning Board, and the consulting firm that is awarded the contract.

Note: In 2009 thru 2011 the 2020 Master Plan reserve account was funded with \$17,500 each year. Reserves in the amount of \$17,500 should be set aside for years 2011-2017 with an additional operating budget of \$17,500 in 2018 when the 2020 Master Plan process will begin.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VI.B.
Project Category:	(4) Land, (5) Land Improvements, (15) Roadways
Project Name:	Route 3 Improvements
Total Cost:	\$7 million +
Funding Source:	Bonding

Department:	PLANNING
Year(s):	2017
Added Operating Cost:	new roads lanes to plow & maintain
Master Plan Recommended?	Yes
Quote Attached?	No (not applicable)

PROJECT DESCRIPTION

(attach additional sheets if necessary)

After the Airport Access Highway is completed in the fall of 2011, there is a possibility that the NH Department of Transportation will designate the entire Route 3 in Bedford as an “Urban Compact”. Currently, only Route 3 from Manchester to Target/Lowes is Urban Compact. This would mean that all future roadway improvements and roadway maintenance will become the sole responsibility of the Town of Bedford.

The additional traffic generated onto Route 3 by the Airport Access Highway, coupled with development growth along the highway corridor will necessitate that Route 3 be widened to five lanes at “the gap” between Hawthorne Drive North and Technology Drive South. Although the Planning Board has been successful in acquiring land for the future widening of Route 3 and funds from developers for improvement of parallel service roads and intersections, the actual widening of the highway has not been included in Bedford’s budget. Per statute, the Town cannot collect impact fees from developers for widening of state highways until such time as the highway becomes an Urban Compact.

The proposed funding of approximately \$7 million will enable the Town to acquire any additional land needed for road widening and to complete the widening of Route 3 where no private development funds are available and eminent domain proceedings or negotiated sale with private owners must be used.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VI.C.
Project Category:	(15) Roadways
Project Name:	Route 101 Improvements
Total Cost:	\$4.5 million
Funding Source:	Bonding

Department:	PLANNING
Year(s):	2014
Added Operating Cost:	Possibly
Master Plan Recommended?	Yes
Quote Attached?	No

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The NH Department of Transportation has returned the proposed Route 101 improvements from Wallace Road to Constitution Drive into the State Ten Year Highway Plan for construction in 2019 however recent State budget cuts have again placed this project in jeopardy. Based on the extreme limitations of highway funding in NH it is very possible that this project may again be delayed or cancelled. It is possible that the residents of Bedford may find traffic conditions along Route 101 to be unacceptable long before 2019 and the Town may be able to accelerate the construction by financially participating. It is also very possible that the State may start to require that towns financially contribute to projects.

The projects that the Town Council has identified as most critical on Route 101 include:

- Meetinghouse Road intersection improvements – est. \$3 million
- Nashua Road intersection improvements – est. \$ 2 million
- Congestion mitigation and complete 4 lane cross section on Route. 101 between Wallace Rd. and Constitution Drive. – est. \$3 million

Based on the extreme limitations of new highway construction funding within the NH Department of Transportation, work along Route 101 may only be completed if the Town funds some or all of the cost. The total improvements along Route 101 may exceed \$9 million due to the rapid increase in cost within the construction industry. At a minimum, the Town should be prepared to provide 50% “matching” funds to induce the NH DOT to undertake these Bedford projects as opposed to improvements in other communities.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VII.A.
Project Category:	(11) Heavy Vehicles
Project Name:	Solid Waste Backhoe
Total Cost:	\$138,000 (2 replacements)
Funding Source:	Capital Reserve

Department:	SOLID WASTE
Year(s):	2012 - 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of Public Works – Solid Waste Loader/Backhoe.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 7-year life cycle replacement schedule

1 vehicle to be replaced in 2012/2020

\$99,000 each (estimated 2012 price) less trade-in value (\$30,000) for a total cost of \$69,000

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	B-4
<i>Vehicle Description:</i>	Backhoe/Loader
<i>Make:</i>	Nortrax
<i>Model:</i>	410J
<i>In-Service/Model Years:</i>	2007/2007
<i>Primary Use:</i>	Solid Waste
<i>Replacement Schedule:</i>	7 year
<i>Next Scheduled Replacement:</i>	2012/2020



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VII.B.
Project Category:	(4) Land
Project Name:	Landfill Closure Bond
Total Cost:	\$961,520 remaining
Funding Source:	Operating

Department:	SOLID WASTE
Year(s):	2012-2019
Added Operating Cost:	None
Master Plan Recommended?	No
Quote Attached?	N/A

PROJECT DESCRIPTION

(attach additional sheets if necessary)

For the principal and interest costs for the closure of the Chubbuck Road Landfill. The Town receives partial reimbursement from the State of NH for bond costs.

Year	Principal	Interest	Total
2012	100,000	35,840	135,840
2013	100,000	31,360	131,360
2014	100,000	26,880	126,880
2015	100,000	22,400	122,400
2016	100,000	17,920	117,920
2017	100,000	13,440	113,440
2018	100,000	8,960	108,960
2019	100,000	4,480	104,480



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VII.C.
Project Category:	(6) Buildings
Project Name:	Transfer Station Improvements
Total Cost:	\$900,000
Funding Source:	Reserve/Debt Financed

Department:	SOLID WASTE
Year(s):	2012 - 2021
Added Operating Cost:	n/a
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for long term improvements to the Transfer station including the construction of a new building and recycling center.

Request capital reserve funding for \$75,000/yr, years 2012 – 2021.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Preliminary design of the new facility was presented to the Town Council in 2006. Short-term site improvements were implemented in 2006/2007/2008.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.A.	Department:	Public Works
Project Category:	(15) Roadways	Year(s):	2012 - 2021
Project Name:	Roadway Maintenance	Added Operating Cost:	N/A
Total Cost:	\$40,000,000+	Master Plan Recommended?	YES
Funding Source:	Multiple Sources	Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

The road improvements program is designed to correct both surface and structural deficiencies in roadways.

Since 2002, approximately \$24,000,000 has been appropriated towards major repair of town collector roads. In 2011, another bond authorization with approximately \$4 million per year for 3 years will be used on major collector road improvements.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Potential Funding Sources:

State Highway block grant;
Debt Financed;
Operating Budget Financed



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.B.
Project Category:	(18) Utility Systems
Project Name:	Drainage Improvements
Total Cost:	\$1,000,000
Funding Source:	Multiple Sources

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	N/A
Master Plan Recommended?	YES
Quote Attached?	NO

PROJECT DESCRIPTION

(attached additional sheets if necessary)

This funding request will be used to improve drainage flow and prevent localized flooding. Drainage improvements such as maintenance of catch basins, drainage swales, drainage manholes, culverts and piping are included. Wherever possible, drainage improvements are coordinated with road repairs to minimize overall costs.

ADDITIONAL INFORMATION:

(attached additional sheets if necessary)

\$100,000/year for 10 years (funds from infrastructure bond and general operating budget will be used in coordination with road projects)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.C.
Project Category:	(15) Roadways
Project Name:	Traffic Signal Improvements
Total Cost:	\$100,000
Funding Source:	Multiple Sources

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	
Master Plan Recommended?	YES
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for improvements to existing Town maintained traffic signals. Improvements include updating controller cabinets, signal heads and traffic coordination.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

\$10,000/year for 10 years

The capital reserve deposit request for 2012 is \$10,000.

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



Traffic Signal Locations - Town Maintained:

1. South River Road - Colby Court
2. South River Road - Palomino Lane
3. South River Road - Kilton Road
4. Kilton Road - Stop'n Shop
5. South River Road - Meetinghouse Road
6. South River Road - Back River Road
7. South River Road - Target/Lowes
8. Meetinghouse Road - Turnpike Ramp
9. South River Road - Macy's
10. South River Road - Second St. (Manchester - joint agreement)
11. Colby Court at Hannaford
12. Kilton Road – Bedford Farms



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.D.
Project Category:	(10) Light Vehicles
Project Name:	Pick-up/Utility Trucks
Total Cost:	\$122,500
Funding Source:	Capital Reserve

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will continue the regularly scheduled replacement of Public Works Pick-up/Utility Trucks. The capital reserve deposit request for 2012 is \$10,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

4 vehicles on 8-10 year life cycle replacement schedule

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of vehicles		1	1			1	1			
Yearly cost		\$28.5k	\$29k			\$32k	\$33k			

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



PW #	YEAR/MAKE/ MODEL	SCHEDULED REPLACEMENT DATE
T-21	1999 FORD F150	2009/2017
T-27	2004 FORD F150	2013
T-36	2008 FORD F350	2016
E-1	2005 FORD ESCAPE	2014



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.E.
Project Category:	(11) Heavy Vehicles
Project Name:	One Ton Trucks
Total Cost:	\$511,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 – 2021
Added Operating Cost:	
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will continue the regularly scheduled replacement of Public Works One Ton Trucks. The capital reserve deposit request for 2012 is \$20,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

6 vehicles on 7-10 year life cycle replacement schedule
 1 vehicles to be replaced in 2012
 \$63,000 each (\$33,000 cab/chassis and \$30,000 body)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of vehicles	1	1	1	2						1
Yearly cost	\$69k	\$71k	\$73k	\$151k						\$82k

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



PW #	YEAR/MAKE/ MODEL	SCHEDULED REPLACEMENT DATE
T-10	2005 FORD F350	2014
T-16	2001 FORD F350	2010
T-19	2003 FORD F350	2012/2021
T-24	2005 FORD F350	2015
T-30	2000 FORD F450	2015
T-31	2004 FORD F350	2013



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.F.
Project Category:	(11) Heavy Vehicles
Project Name:	Six Wheel Dump Trucks
Total Cost:	\$2,785,000
Funding Source:	Multiple Sources

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will continue the regularly scheduled replacement of Public Works 6-Wheel Dump Trucks.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

14 vehicles on 7 to 8 year life cycle replacement schedule, per Town Council request.
(However, 5 year replacement schedule provides the highest trade-in value with the lowest annual maintenance costs.)

2 vehicles replaced in 2012 at \$140,000 each. Purchase price also includes dump body/plow/sanding equipment. Trade-in/auction value is \$20,000 for a total purchase price of \$120,000 each

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of vehicles	2	2	2	2	2	2	2	2	2	2
Yearly cost	\$240k	\$250k	\$250k	\$250k	\$260k	\$260k	\$260k	\$270k	\$270k	\$275k

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



PW #	IN-SERVICE/ MODEL YEAR(S)	SCHEDULED REPLACEMENT DATE
T-11	2006/2007	2013/2020
T-12	2001/2002	2017
T-14	2002/2003	2017
T-15	2001/2002	2016
T-17	2006/2007	2013/2020
T-18	1999/2000	2016
T-20	2008/2009	2015
T-22	2005/2006	2012/2019
T-23	2003/2004	2018
T-26	2004/2005	2018
T-29	2007/2008	2014/2021
T-32	2007/2008	2014/2021
T-33	2005/2006	2012/2019
T-35	2008/2009	2015



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.G.
Project Category:	(11) Heavy Vehicles
Project Name:	10 - Wheel Dump Trucks
Total Cost:	\$158,000
Funding Source:	Multiple Sources

Department:	Public Works
Year(s):	2013
Added Operating Cost:	
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regular replacement of the 10-wheel dump truck. The capital reserve deposit request for 2012 is \$10,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 7-year life cycle replacement schedule (5 year replacement schedule provides the highest trade-in value with the lowest annual maintenance costs however 7 year replacement was chosen to take advantage of 6 wheel dump truck replacement schedule).

\$160,000 each. Purchase price also includes dump body/plow/sanding equipment.

Trade-in value = \$20,000 for a total purchase cost of \$140,000 (2008 Cost).

Estimated 2013 Cost = \$158,000

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
# of vehicles		1							1	
Yearly cost		\$158k							\$170	

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



PW #	IN-SERVICE/ MODEL YEAR(S)	SCHEDULED REPLACEMENT DATE
T-25	2006/2007	2013



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.H.
Project Category:	(11) Heavy Vehicles
Project Name:	All Purpose Tractor
Total Cost:	\$104,000
Funding Source:	Multiple Sources

Department:	Public Works
Year(s):	2012 - 2021
Added Operating Cost:	
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works All Purpose Tractor. The capital reserve deposit request for 2012 is \$10,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on a 10-year life cycle replacement schedule

1 vehicle to be replaced in 2013

\$109,000 each - Purchase price also includes mower and snow maintenance equipment. Trade-in value = \$5,000 for net purchase price of \$104,000

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	T-2
<i>Vehicle Description:</i>	All Purpose Tractor
<i>Make:</i>	Trackless
<i>Model:</i>	MT-V
<i>In-Service/Model Years:</i>	2003/2003
<i>Primary Use:</i>	Mowing/Sidewalk Plow
<i>Replacement Schedule:</i>	10 year
<i>Next Scheduled Replacement:</i>	2013



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.I.
Project Category:	(11) Heavy Vehicles
Project Name:	Front End Loader
Total Cost:	\$155,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 - 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will continue the regularly scheduled replacement of Front End Loaders. Currently, the existing loader is stationed at the Highway yard and is needed for material loading during the construction season and salt/sand loading during winter storms. The capital reserve deposit request for 2012 is \$25,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 6-year life cycle replacement schedule

\$155,000 each. In 2009 the existing loader was moved to the Transfer Station and used for solid waste and brush/compost loading.

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	L-2
<i>Vehicle Description:</i>	Front End Loader
<i>Make:</i>	Volvo
<i>Model:</i>	L70E
<i>In-Service/Model Years:</i>	2003/2003
<i>Primary Use:</i>	Highway Operations
<i>Replacement Schedule:</i>	6 year
<i>Next Scheduled Replacement:</i>	2015



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.J.
Project Category:	(11) Heavy Vehicles
Project Name:	Highway Backhoe
Total Cost:	\$69,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 - 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of Public Works Loader/Backhoe. The capital reserve deposit request for 2012 is \$15,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 7-year life cycle replacement schedule
1 vehicle will be replaced in 2018

\$99,000 each (estimated 2012 price) less trade-in value of \$30,000 for a net cost of \$69,000

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	B-3
<i>Vehicle Description:</i>	Backhoe/Loader
<i>Make:</i>	John Deere
<i>Model:</i>	410G
<i>In-Service/Model Years:</i>	2005/2006
<i>Primary Use:</i>	Highway Operations
<i>Replacement Schedule:</i>	7 year
<i>Next Scheduled Replacement:</i>	2018



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.K.
Project Category:	(11) Heavy Vehicles
Project Name:	Sweeper
Total Cost:	\$406,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 - 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works Sweeper. The capital reserve deposit request for 2012 is \$40,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 5-year life cycle replacement schedule
1 vehicle to be replaced in 2013 and then again in 2018

\$197,000 each (2008 price) less trade-in value (\$35,000)
Total 2013 Cost: \$188,000 each
Total 2018 Cost: \$218,000 each

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	S-1
<i>Vehicle Description:</i>	Sweeper
<i>Make:</i>	Alliance
<i>Model:</i>	4000
<i>In-Service/Model Years:</i>	2008/2008
<i>Primary Use:</i>	Highway Operations
<i>Replacement Schedule:</i>	5 year
<i>Next Scheduled Replacement:</i>	2013/2018



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.L.
Project Category:	(11) Heavy Vehicles
Project Name:	Roadside Mower-Tractor
Total Cost:	\$99,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 – 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works Mower Tractor. The capital reserve deposit request for 2012 is \$13,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on 7-year life cycle replacement schedule

1 vehicle to be replaced in 2014

\$99,000 each (estimated 2014 price)

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	T-1
<i>Vehicle Description:</i>	Mower-Tractor
<i>Make:</i>	Kubota
<i>Model:</i>	M105XDTC
<i>In-Service/Model Years:</i>	2007/2007
<i>Primary Use:</i>	Roadside Mowing
<i>Replacement Schedule:</i>	7 year
<i>Next Scheduled Replacement:</i>	2014



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.M.
Project Category:	(9) Machinery & Equipment
Project Name:	Bulldozer
Total Cost:	\$94,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012 – 2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works Bulldozer. The capital reserve deposit request for 2012 is \$9,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Equipment on a 19-year life cycle replacement schedule
Equipment to be replaced in 2017

\$70,000 each (2009 price)
\$94,000 each (estimated 2017 price)

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	B-1
<i>Vehicle Description:</i>	Bulldozer
<i>Make:</i>	CAT
<i>Model:</i>	D3C
<i>In-Service/Model Years:</i>	1998/1998
<i>Primary Use:</i>	Highway/Solid Waste
<i>Replacement Schedule:</i>	19 year
<i>Next Scheduled Replacement:</i>	2017



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.N.
Project Category:	(9) Machinery & Equipment
Project Name:	Fuel Storage Tanks
Total Cost:	\$110,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the replacement of the fuel storage tanks located at the Highway Garage. The existing tanks were placed in 1991 and have an expected 20 year life span. The capital reserve currently has approximately \$87,000 which will be withdrawn in 2012 with an additional \$23k coming from the operating budget.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Replacement cost is \$110,000 (estimated 2012 price)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.O.	Department:	Public Works
Project Category:	(9) Machinery and Equipment	Year(s):	2012-2021
Project Name:	Compressor	Added Operating Cost:	None
Total Cost:	\$60,000	Master Plan Recommended?	NO
Funding Source:	Operating/Capital Reserve	Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of Public Works Compressor. The capital reserve deposit request for 2012 is \$8,500.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Equipment on a 7-year life cycle replacement schedule
1 vehicle will be replaced in 2014

\$60,000 each (estimated 2014 price)

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	C-1
<i>Equipment Description:</i>	Compressor System
<i>Make:</i>	Ingersoll
<i>Model:</i>	P185
<i>In-Service/Model Years:</i>	1990/1990
<i>Primary Use:</i>	Pneumatic Tool Op.
<i>Replacement Schedule:</i>	10 year
<i>Next Scheduled Replacement:</i>	2014



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.P.
Project Category:	(9) Machinery and Equipment
Project Name:	Chipper
Total Cost:	\$28,000
Funding Source:	Capital Reserve

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works Chipper.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Equipment is on a 10-year life cycle replacement schedule
 Replacement is scheduled for 2013
 \$28,000 each (estimated cost 2013)

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	C-2
<i>Vehicle Description:</i>	Chipper
<i>Make:</i>	Bandit
<i>Model:</i>	200T
<i>In-Service/Model Years:</i>	2003/2003
<i>Primary Use:</i>	Tree/Brush Chipping
<i>Replacement Schedule:</i>	10 year
<i>Next Scheduled Replacement:</i>	2013



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	VIII.R.
Project Category:	(11) Heavy Vehicles
Project Name:	Grader
Total Cost:	\$246,000
Funding Source:	Capital Reserve/Operating

Department:	Public Works
Year(s):	2012-2021
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Submitted?	YES

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used for the regularly scheduled replacement of the Public Works Grader. The capital reserve deposit request for 2012 is \$10,000.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

1 vehicle on a 12-year life cycle replacement schedule

1 vehicle to be replaced in 2013

\$276,000 each (estimated 2013 price) less trade-in value of \$30,000 for a net cost of \$246,000

BEDFORD PUBLIC WORKS - VEHICLE/EQUIPMENT INVENTORY



<i>PW Vehicle Number:</i>	G-1
<i>Vehicle Description:</i>	Grader
<i>Make:</i>	CAT
<i>Model:</i>	135H
<i>In-Service/Model Years:</i>	1999/1999
<i>Primary Use:</i>	Gravel Road Maint.
<i>Replacement Schedule:</i>	12 year
<i>Next Scheduled Replacement:</i>	2013



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.A.
Project Category:	(18) Utility Systems
Project Name:	System Improvements
Total Cost:	\$1,000,000
Funding Source:	User Fees

Department:	Public Works - SEWER
Year(s):	2012-2021
Added Operating Cost:	Unknown
Master Plan Recommended?	YES
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This project is for upgrades to existing pump systems.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Estimate \$100,000/year for 10 years



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.B.
Project Category:	(18) Utility Systems
Project Name:	Sewer Capacity Reserve
Total Cost:	\$4,000,000
Funding Source:	Multiple/User Fees

Department:	Public Works – SEWER
Year(s):	2012 - 2021
Added Operating Cost:	Unknown
Master Plan Recommended?	YES
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

This funding request will be used to purchase additional sewer capacity when it becomes available. Manchester has initiated a phased approach to facility improvements and will be negotiating with member communities on the agreement for purchase of additional capacity.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

The actual cost of these improvements are not fully identified therefore it will be necessary to revise either the needed capacity or total cost.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.C.
Project Category:	(18) Utility Systems
Project Name:	Sewer Bonds
Total Cost:	\$183,531 (P&I remaining)
Funding Source:	User Fees

Department:	Public Works – SEWER
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	YES
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Payment schedule for the outstanding sewer bonds, principal and interest as follows:

Year	Principal	Interest	Total
2012	175,000	8,531	183,531



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.D.
Project Category:	(13)
Project Name:	Low Power FM Radio Station
Total Cost:	\$20,000
Funding Source:	Operating

Department:	BCTV
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Low power FM radio station for emergency communications operations.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.E.
Project Category:	(13)
Project Name:	Digital to HD Equipment/Studio Conversion
Total Cost:	\$50,000
Funding Source:	Capital Reserve/Operating

Department:	BCTV
Year(s):	2012 – 2013
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Convert all station digital equipment to high definition equipment.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

Capital reserve deposits:

\$10,000 in 2010

\$20,000 in 2011 (from Comcast equipment funding payment)

\$10,000 in 2012

Purchase equipment in 2013 with capital reserve withdrawal of \$45,000 plus an additional \$5,000 funding through appropriations.



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.F.
Project Category:	(13)
Project Name:	Replace Lighting Grids in studio – add add'l fixtures
Total Cost:	\$20,000
Funding Source:	Operating

Department:	BCTV
Year(s):	2012
Added Operating Cost:	None
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Replace existing lighting grid due to safety issues and adding new energy efficient light fixtures. Lighting project is eligible for a PSNH rebate which will be pursued.

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)



Town of Bedford 2012 Capital Improvement Plan Project Summary Worksheet

Reference#:	IX.G.
Project Category:	(13)
Project Name:	Comcast Equip Upgrades
Total Cost:	\$20,000
Funding Source:	Capital Reserve

Department:	BCTV
Year(s):	2012
Added Operating Cost:	\$10,000
Master Plan Recommended?	NO
Quote Attached?	NO

PROJECT DESCRIPTION

(attach additional sheets if necessary)

Comcast to install radiant modulators and run fiber from remote locations (ie. schools)

Capital Reserve Deposit:

\$10,000 in 2012 (from undesignated fund balance)

ADDITIONAL INFORMATION:

(attach additional sheets if necessary)

TOWN OF BEDFORD, NEW HAMPSHIRE
CAPITAL IMPROVEMENT PLAN - DEPARTMENT REQUESTED
FISCAL YEARS 2012 - 2021

PROJECT OR EQUIPMENT AND SOURCES OF REVENUE By Department		Est. Capital Reserve Bal. @ 12/31/11	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
I. GENERAL GOVERNMENT												
A.	Town Office Building Reserve	59,217	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
B.	Municipal Buildings Bond Proceeds	-	120,000 (120,000)									
C.	TOB Facility Improvements Bond Proceeds/P&I Pmts	-		2,500,000 (2,500,000)								
D.	Land Purchase Reserve	524,000										
F.	Commercial Reassessment Assessing Services/Oper Budget Capital Reserve Withdrawal	35,089	10,000 12,250	63,250	20,000	20,000	20,000	20,000	100,000	20,000	20,000	20,000
I.	MS Open Licensing Capital Reserve Withdrawal	22,279	22,279 (22,279)	14,000	14,000	14,000	42,000 (42,000)	14,000	14,000	42,000 (28,000)	14,000	14,000
L.	Pictometry Library Capital Reserve Withdrawal	21,010	21,000 (21,000)	10,500	21,000	10,500	21,000 (10,500)	10,500	21,000	10,500 (10,500)	21,000	10,500
J.	Document Imaging Capital Reserve Withdrawal	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
II. POLICE DEPARTMENT												
A.	Radio Console Reserve Capital Reserve Withdrawal	136,350	18,000	166,000 (154,350)	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
B.	Safety Complex Bond	-	108,894	100,894	92,925							
C.	Safety Complex Reserve Capital Reserve Withdrawal	21,138	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
D.	Patrol Vehicle Replacement		87,105	90,589	129,213	99,381	103,357	145,491	113,310	117,843	163,557	127,459
E.	Portable Radios Capital Reserve Withdrawal	57,130	9,000	72,000 (64,111)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
III. FIRE DEPARTMENT												
A.	Ambulance Reserve Capital Reserve Withdrawal	50,000	50,000	50,000	200,000 (150,000)	55,000	55,000	55,000	225,000 (165,000)	55,000	55,000	55,000
B.	SCBA/Equip Replacement Capital Reserve Withdrawal	89,130	10,000	10,000	10,000	87,500 (87,500)	20,000	20,000	20,000	20,000	20,000	20,000
C.	Fire Engine Replacement Capital Reserve Withdrawal	605,574	125,000	450,000 (325,000)	125,000	685,000 (530,000)	50,000	50,000	50,000	50,000	50,000	50,000
D.	Fire Substation Bond Proceeds	-		1,600,000 (1,600,000)								
E.	New Quint Fire Engine Bond Proceeds	-		800,000 (800,000)								
F.	Fire Tablet PCs Capital Reserve Withdrawal	-	30,200									
H.	Ladder Truck Replacement Capital Reserve Withdrawal	50,048	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
IV. RECREATION												
A.	Parks Vehicles/Equipment	5,010	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
B.	Trail Design, Maintenance, Signage	-										
D.	Repairs to Sportsman Field Capital Reserve Withdrawal	20,778										
F.	Field Development & Repairs	96,789	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
G.	Pool Building Maintenance	30,965	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
G2.	Pool Equipment Capital Reserve Withdrawal	-	3,000	6,000 (3,000)	3,000	6,000 (3,000)	3,000	6,000 (3,000)	3,000	6,000 (3,000)	3,000	6,000 (3,000)
H.	Kubota Tractor Replacement Capital Reserve Withdrawal	10,323	10,000	40,000 (20,500)								
I.	Jacobsen Mower Replacement Capital Reserve Withdrawal	31,842	8,000	8,000	8,000	8,000	71,000 (63,842)					

TOWN OF BEDFORD, NEW HAMPSHIRE
CAPITAL IMPROVEMENT PLAN - DEPARTMENT REQUESTED
 FISCAL YEARS 2012 - 2021

PROJECT OR EQUIPMENT AND SOURCES OF REVENUE By Department		Est. Capital Reserve Bal. @ 12/31/11	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
J.	Town Hall Floors	-	25,000									
V. LIBRARY												
A.	Library GOB	-	133,031	129,150	125,125	116,119	112,063					
B.	Roof Replacement (2014)	21,988	10,000	15,000	60,000							
	Capital Reserve Withdrawal				(47,988)							
D.	Walkway Replacement (2012)		25,000									
F.	Parking Lot Repairs (2014)	22,578	3,000	3,000	30,000							
	Capital Reserve Withdrawal				(28,578)							
G.	Septic System (2016)	11,865	1,500	1,500	1,500	1,500	20,000					
	Capital Reserve Withdrawal						(17,865)					
H.	Carpet Replacement (2015)	31,395	4,000	4,000	4,000	48,000						
	Capital Reserve Withdrawal					(43,395)						
I.	Parking Lot Construction	20,667	150,000									
	Capital Reserve Withdrawal		(20,667)									
J.	Boiler Replacement (2016)	7,500	2,500	2,500	2,500	2,500	20,000					
	Capital Reserve Withdrawal						(17,500)					
VI. LAND USE												
A.	Master Plan	52,655	17,500	17,500	17,500	17,500	17,500	17,500	175,000	18,000	18,000	18,000
	Capital Reserve Withdrawal								(157,655)			
B.	Route 3 Improvements	10,494					7,000,000					
	Bond Proceeds						(7,000,000)					
C.	Route 101 Improvements	-			4,500,000							
	Bond Proceeds				(4,500,000)							
VII. SOLID WASTE												
A.	Solid Waste Backhoe	63,518	69,000	10,000	10,000	10,000	10,000	10,000	10,000	70,000	15,000	15,000
	Capital Reserve Withdrawal		(63,518)							(60,000)		
B.	Landfill Closure Bond	-	135,840	131,360	126,880	122,400	117,920	113,440	108,960	104,480		
C.	Transfer Station Improvements	282,495	75,000	75,000	75,000	100,000	100,000	100,000	900,000			
	Capital Reserve Withdrawal								(807,495)			
D.	Transfer Station Equipment	6,630										
VIII. PUBLIC WORKS												
A.	Road Maintenance/Drainage	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
	Add'l Road Maintenance frm Bonding		4,000,000	4,000,000	4,000,000							
	Road Bond #1 Repayment (2003)		839,000	813,000								
	Road Bond #2 Repayment (2006)		1,440,000	1,392,000	1,344,000	1,296,000	1,248,000					
	Infrastructure Bond Repayment (2011)		1,716,000	1,676,400	1,636,800	1,597,200	1,557,600	1,518,000	1,478,400	1,438,800	1,399,200	1,359,600
B.	Drainage Improvements	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
C.	Traffic Signal Improvements	75,363	10,000	10,000	100,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Capital Reserve Withdrawal				(95,363)							
D.	Pickup Trucks	20,010	10,000	28,500	29,000	15,000	15,000	32,000	33,000	10,000	10,000	10,000
	Capital Reserve Withdrawal			(15,000)	(15,010)			(15,000)	(15,000)			
E.	One-Ton Trucks	70,563	69,000	71,000	73,000	151,000						82,000
	Capital Reserve Deposit		20,000	20,000	20,000		15,000	15,000	15,000	15,000	15,000	
	Capital Reserve Withdrawal					(130,563)						(75,000)
F.	Six Wheel Dump Trucks	-	240,000	250,000	250,000	250,000	260,000	260,000	260,000	270,000	270,000	275,000
G.	Ten Wheel Dump Trucks	137,355	10,000	158,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	170,000
	Capital Reserve Withdrawal			(147,355)								(154,000)
H.	All Purpose Tractor	85,143	10,000	104,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Capital Reserve Withdrawal			(95,143)								
I.	Front-end Loader	70,039	25,000	25,000	25,000	155,000	25,000	25,000	25,000	25,000	25,000	25,000
	Capital Reserve Withdrawal					(145,039)						
J.	Loader/Backhoe (net of trade)	-	10,000	10,000	10,000	10,000	10,000	10,000	69,000	15,000	15,000	15,000
	Capital Reserve Withdrawal								(60,000)			

TOWN OF BEDFORD, NEW HAMPSHIRE
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 FISCAL YEARS 2012 - 2021

PROJECT OR EQUIPMENT AND SOURCES OF REVENUE By Department		Est. Capital Reserve Bal. @ 12/31/11	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
K	Sweeper	120,273	40,000	188,000	45,000	45,000	45,000	45,000	218,000	50,000	50,000	50,000
	Capital Reserve Withdrawal			(160,273)					(180,000)			
L	Roadside Mower/Tractor	61,015	13,000	13,000	99,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
	Capital Reserve Withdrawal				(87,015)							
M	Bulldozer	40,677	9,000	9,000	9,000	9,000	9,000	9,000	94,000	10,000	10,000	10,000
	Capital Reserve Withdrawal							85,677				
N	Fuel Storage Tanks	86,692	110,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
	Capital Reserve Withdrawal		(86,692)									
O	Compressor	34,576	8,500	8,500	60,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Capital Reserve Withdrawal				(51,576)							
P	Chipper	27,545		28,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
	Capital Reserve Withdrawal			(27,545)								
R	Grader	231,139	10,000	246,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Capital Reserve Withdrawal			(241,139)								
S	Sidewalk Reserve	13,723										
T	Building Addition	28,731										
TOTAL MUNICIPAL CAPITAL EXPENDITURES												
(total expenditures less capital reserve Withdrawals)			6,766,443	6,442,227	5,600,413	5,337,103	5,160,733	3,973,608	3,718,020	3,601,623	3,508,257	3,423,559
PROJECTED NET ASSESSED VALUATION			2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
(projected annual growth \$20m)			3,355,937,627	3,410,937,627	3,430,937,627	3,450,937,627	3,470,937,627	3,490,937,627	3,510,937,627	3,530,937,627	3,550,937,627	3,570,937,627
TAX RATE IMPACT OF CAPITAL PROJECTS												
(total capital expenditures/assessed valuation) * 1000			1.98	1.88	1.62	1.54	1.48	1.13	1.05	1.01	0.98	0.95

IX. ENTERPRISE FUNDS - Sewer and BCTV			2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
(does not affect general fund expenditures or the tax rate)												
A.	Sewer System Improvements	218,151										
B.	Sewer Capacity Reserve	630,993										
	Capital Reserve Withdrawal											
C.	1992 Sewer Bonds		183,531									
D.	Low Power FM Radio Station	-	20,000									
E.	Digital to HD Equipment	37,528	10,000	50,000								
	Capital Reserve Withdrawal			(47,528)								
F.	Lighting Grids	-	20,000									
G.	Comcast Equipment Upgrades	-	10,000									

NOTES: **RED** = Capital Reserve Deposit

BOLD = Projected Equipment/Project Cost