



TOWN OF OAK BLUFFS

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Board of Selectmen

Jason Balboni, *Chairman*
Gail M. Barmakian
Gregory A. Coogan
Brian C. Packish
Ryan P. Ruley

DATE: September 10, 2020

TO: All Department Heads

FROM: Robert Whritenour, Town Administrator

Robert L. Whritenour, Jr.
Town Administrator

RE: **FY 2022 CAPITAL IMPROVEMENT PROGRAM - PREPARATION OF CAPITAL REQUESTS**

Even though COVID-19 tried to steal our summer, its still time to get back in the ring to prepare the Capital Improvement Program to plan and prepare for the major challenges that we have ahead. Our annual goal is to get this update accomplished before we move into next year's operating budget process. This year's CIP is complicated by our forced delay of last year's capital budget due to COVID-related financial concerns. We are working now to determine if it is feasible to bring some of these projects back for a fall Town Meeting, but until that decision and the required funding is final, please proceed as if last year did not happen, and make your priorities accordingly, to include requesting any project which has yet to be funded.

Attached please find the following materials necessary for the preparation of your Capital Improvement Program requests for fiscal year 2022, along with an update of the plan for the ensuing five-year period from fiscal year 2023 through fiscal year 2027:

1. A copy of the Town's Capital Planning Policy
2. The project summary spreadsheet showing all projects currently in the plan
3. Project Request Forms (3)
4. Capital Improvement Program Summary Form

As in previous years, we will be updating our plan to reflect any capital items that you feel will be needed *over the next six years*. This requires evaluating and updating the existing projects contained in last year's plan as well as identifying any new projects which should be added to the plan. I think that everyone understands by now that the Capital Improvement planning process is critical to the financial health of our Town. Just as we work hard on the annual budget process to fund direct services, the capital planning process allows us to keep up the condition of our buildings, vehicles and equipment that enable us to perform these services. No longer do we have two separate budgets, but we have been successful in merging both capital and operating into a single budget presentation that has been awarded a distinguished budget presentation award by the Government Finance Officers' Association. These two budgets go hand in hand to enable each Department to be as effective as possible.

As a group, our Town Department Heads have done a great job in highlighting our needs to give us adequate time to prepare and accomplish many of our most-needed projects. Please keep up the strong attention to your capital needs to enable the Town to fully anticipate what needs to be done to keep our infrastructure up to date.

Last year Departments did a great job of giving the Capital Program Committee detailed reports on the progress and status of all of the projects previously approved under the plan. This is a great practice to keep up, and it greatly helps to generate positive support for your projects, so if you have been funded in the past, please provide a status report for each project including completion dates and total amounts spent vs. budget.

Please note that your CIP Project Requests and Summary Sheets are due back to me on Wednesday September 30, 2020. If you have any special circumstances that will prevent you from meeting this date, please let me know and I will work with you.

Please remember that you must submit a capital request for *all* capital outlays, even those, which were approved under last year's program, but still require funding. A "capital outlay" is the acquisition of land or any purchase of \$10,000 or more for anything, which has a useful life of at least three years. A separate Project Request Form is required for each capital outlay, and a single Summary Form is required to list all projects requested. As an example, if you are requesting three separate capital outlays, you should submit three individual Project Request Forms and one single Summary Form. Please spend an adequate amount of time researching and preparing your Project Request Forms, and try to provide as complete a justification of each individual project as possible. Attach additional explanatory material to the Project Request Form as necessary to help the Capital Program Committee better understand your request.

As always, I invite you to see me any time for assistance or to review budget issues and concerns. Please, also, try to be as complete as possible and do not leave out projects which you feel will be required for the Town. It is very important our decisions are based on an understanding of *all* of the Town's needs.

Thank you in advance for your hard work and commitment to the capital planning process. Making a good case for our needs is a critical step to keeping up our strong progress. I look forward to working with all of you on the CIP.

cc: Selectmen
Finance Committee
Capital Program Committee

3. BUDGET POLICY

INTRODUCTION & SUMMARY

Operating and capital budgets are developed on an annual basis to provide a comprehensive plan to deliver services to our residents and visitors. These budgets align the resources with the policy, goals, mission and vision of the Town. The formulation of budgets is one of the most important financial activities the Town undertakes each year. This budget policy is intended to provide guidelines to assist in the formulation and consideration of broader implications of financial discussions and decisions, which ultimately assist in completing financial planning cycles that deliver the best value.

With these concepts in mind, the Board of Selectmen adopts the following budget policies:

BUDGET POLICIES

1. The Town will follow best management practices in drafting, acting and adopting an annual operating budget. These practices shall include the development of a detailed budget submission timeline, analysis of revenues to include performance over multiple years, developing a summary budget message, and timely budget presentation and adoption.
2. MGL and this policy require annual operating budgets to be recommended to Town Meeting on a balanced basis, where operating revenues are used to fund operating expenditures.
 - a. Operating revenues include property taxes, recurring local estimated receipts and state aid and transfers in from other funds established for recurring operating purposes.
 - b. Operating expenditures include: personnel costs; ordinary maintenance and operating expenses, and contractual costs. Operating expenditures include debt service previously approved as non-exempt debt.
3. Recommendation of a balanced budget proposal to Town Meeting shall be done with consideration provided to other areas of the Selectmen's Financial Policies, including, but not limited to: Revenue Policy; Financial Planning Policy; Debt Management Policy; Contingent Liability Policy; Financial Reserve and Liquidity Policy.
 - a. The Town will avoid non-recurring revenue sources, including available fund balance and free cash to fund recurring operating expenditures.
 - b. The annual budget presented will first secure core services and required mandates.
 - c. Commitments to new wage rate increases and service enhancements can be considered after core services have been secured with recurring revenue.
4. Expenditures may not exceed budgeted appropriations, as pursuant to MGL.
5. Where available, one-time or non-recurring revenues that are not restricted by law, contract, or other provision will be used non-recurring commitments, such as: addition to Town reserve funds; mitigation of contingent liabilities; or supplemental capital costs.

6. The Town will follow the provisions of the Town Bylaws with regard to a Capital Improvements Plan. These provisions provide for the preparation and content of a 5 year capital improvement plan as well as timelines and process for inclusion in the annual operating budget. In addition, the Town Administrator shall prepare and maintain a 10 year projection of capital borrowing needs.
7. The Towns financial offices shall monitor budget status as provided under MGL and Department of Revenue guidelines. Budget to actual reports on appropriations and estimated local receipts will be provided to the Selectmen, quarterly.
8. Budget amendments and transfers shall be made as authorized by Town Meeting, or as authorized by the Selectmen and/or Finance Committee as provided under MGL.
9. The Board of Selectmen may establish specific priority budget targets to meet pressing or priority funding needs of the Town and shall communicate these to the Town Administrator and the Finance Committee for priority status in establishing the annual budget.

**TOWN OF OAK BLUFFS
CAPITAL IMPROVEMENT PROGRAM FY 2021-2026 RECOMMENDATIONS**

1	Ranking		PRIOR YEAR	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FUNDS REQ'D AFTER 2026
2										
3										
4		1. PROPOSED PROJECTS								
5										
6										
7		1. Vehicles								
8										
9	1	Assessing, BOH, Building	\$13,000	\$13,000	\$13,000					
10										
11										
12		2. Building Maintenance								
13										
14		Library Exterior Paint					\$30,000			
15		Police Exterior Paint						\$30,000		
16		COA Exterior Paint						\$30,000		
17	1	Kennebec Bathroom		\$35,000						
18		COA ramp replacement					\$30,000			
19	1	Library Repairs		\$20,000						
20										
21										
22		3. Conservation								
23										
24		North Bluff Maintenance	\$10,000							
25		Sailing Camp Electric	\$50,000							
26		Seawall Maintenance	\$25,000							
27		SCP Lower Level			\$50,000					
28										
29										
30		4. Council on Aging								
31										
32	1	Cabinet Replacement		\$15,000						
33										
34										
35										
36										
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39										
40										

**TOWN OF OAK BLUFFS
CAPITAL IMPROVEMENT PROGRAM FY 2021-2026 RECOMMENDATIONS**

			PRIOR YEAR	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FUNDS REQ'D AFTER 2026
41										
42										
43										
44		5. Fire-EMS Department								
45										
46		Intercept Vehicle	\$52,000							
47		Replace Radar/Navigation		\$21,000	→move to FY22					
48		Recondition Fire Truck		\$100,000	→move to FY22	\$78,057	\$78,057	\$78,057	\$78,057	
49	1	Re-Chass Ambulance		\$100,000	\$69,914	\$69,914	\$69,914	\$69,914		
50		Purchase New Ambulance					\$320,000			
51		Fire Rehab Unit				\$80,000				
52		Replace Turnout Gear			\$150,000					
53		Replace Scott Air Packs						\$215,000		
54		Replace Fire Truck							\$750,000	
55										
56										
57										
58		6. Highway Department								
59										
60		Cutting Deck Mower	\$10,000							
61		Paint Police and COA	\$60,000							
62		Replace Pickup Trucks (2)			\$45,000		\$55,000			\$55,000
63		Replace Small Dump Truck (2)				\$70,000	\$80,000			
64	1	Replace Full Size Dump Truck		\$50,000	\$50,000	\$50,000			\$175,000	
65	1	Replace Street Sweeper		\$43,371	\$43,371					
66		Replace Wood Chipper			\$55,000					
67		Loader Tires (4)			\$15,000					
68	1	Replace Rubbish Truck	\$50,000	\$50,000	\$50,000	\$50,000				
69		Mower			\$25,000					
70										
71										
72		7. IT								
73		Conference Room AV	\$13,500	\$13,500	→move to FY22					
74										
75										
76										
77										
78										
79										
80										

**TOWN OF OAK BLUFFS
CAPITAL IMPROVEMENT PROGRAM FY 2021-2026 RECOMMENDATIONS**

			PRIOR YEAR	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FUNDS REQ'D AFTER 2026
81										
82										
83										
84		8. Library								
85										
86		Meeting Room Furniture	\$5,000	\$10,000	→move to FY22					
87		Pacific Avenue ADA doorway	\$3,000							
88		Parking Lot Lighting	\$15,000							
89		AED machine	\$1,500							
90		Enclosure for Teen Area				\$13,500				
91										
92										
93		9. Marina								
94										
95		East Chop Landing Wall	\$50,000							
96		Jetty Permitting	\$110,000							
97		Jetty Construction		\$2,000,000	→move to FY22					
98		Harbormaster Boat				\$80,000				
99		Lake Ave Bulkhead					\$3,500,000			
100		East Chop Bulkhead				\$100,000				
101										
102										
103		10. Natural Resources Infrastructure								
104										
105		East Chop Bluff		\$20,000,000	→move to FY22					
106	1	Groin Rehab / Nourishment		\$2,800,000						
107		Beach Drainage					\$3,000,000			
108		Seaview Ave						\$2,500,000		
109										
110										
111		11. Parks Department								
112										
113		Vineyard Ave Ext. Beach Stairs	\$30,000							
114	3	Jet Ski and Rescue Board		\$27,620						
115	1	Bandstand repaint/repairs		\$25,000				\$30,000		
116		Beach mat				\$15,000				
117		Repaint statue		\$15,000	→move to FY22					
118		Niantic Park repairs			\$15,000					
119										
120										

**TOWN OF OAK BLUFFS
CAPITAL IMPROVEMENT PROGRAM FY 2021-2026 RECOMMENDATIONS**

			PRIOR YEAR	FY2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FUNDS REQ'D AFTER 2026
121										
122										
123										
124		12. Police Department								
125										
126		Lt. Patrol Vehicle	\$42,000							
127	3	LSV (Low Speed Vehicle)		\$17,400					\$20,000	
128		Replace 3 Marked VEH		\$140,000	→move to FY22		\$145,000			
129		Replace Chief's VEH		\$42,000	→move to FY22			\$45,000		
130		Replace Sergeant's VEH			\$42,000					
131		Replace Body Armor			\$19,000					
132		Replace 2 Segways				\$17,500				
133		2 Portable Speed Trailers				\$12,000				
134		Replace Detective's VEH				\$42,000				
135		Motorcycles (2)							\$50,000	
136										
137										
138		13. School Department								
139										
140	1	Replace carpets		\$110,000						
141		Exterior Painting			\$40,000					
142		Boiler Replacement				\$600,000				
143										
144										
145		14. Selectmen								
146										
147	1	Town Hall		\$11,754,910						
148	1	Downtown Streetscape		\$2,774,175						
149	1	Park and Ride		\$510,000						
150										
151										
152		15. Shellfish Department								
153										
154	1	Additional Pickup Truck		\$32,000						
155										
156										
157		15. Town Clerk								
158										
159		Voting Booth	\$6,500							
160										



**Town of Oak Bluffs
Capital Improvement Plan
2021-2026**



FY21 Capital Requests Town Vehicles



2019 Nissan Leaf

Town Leased Vehicles

- FY21 is year 2 on a 3-year lease
- \$13,000/year for four vehicles
- Departments:
Assessing, Board of Health, Building, Library
- Voted: ATM19 A6

FY21 Capital Requests Building Maintenance



Kennebec Restroom Renovations

Replace toilets, partitions, floors, sinks, mirrors, hand dryers and painting.

- Proposed for FY21
- Cost Estimate: \$35,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - necessary



Necessary to maintain Town buildings. Previous renovation was in 2008.

FY21 Capital Requests Building Maintenance



1st floor mini split installation: \$8,000

Outside window repair: \$12,000

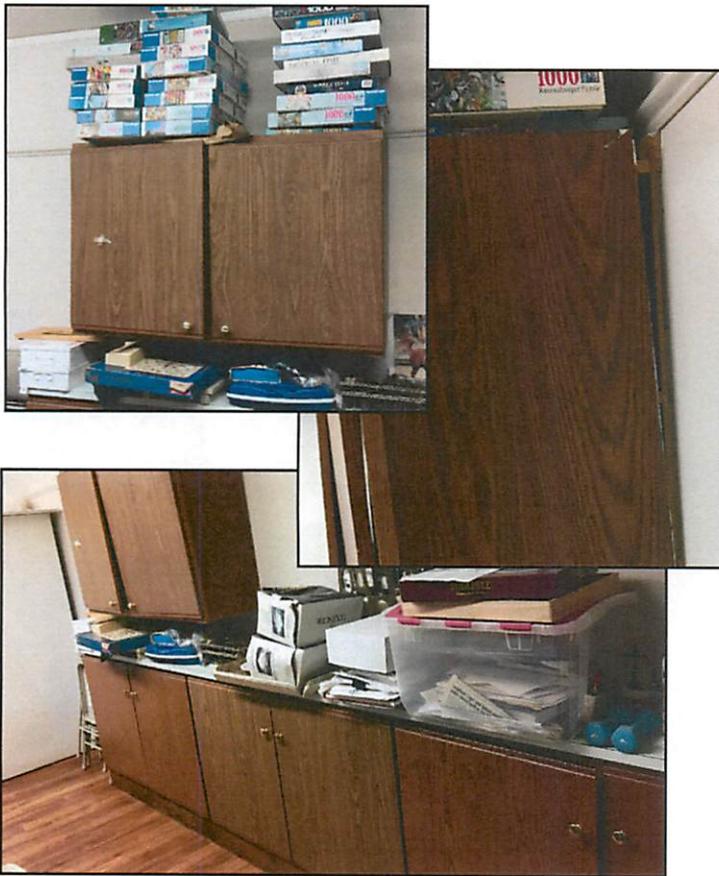
Library Repairs

Add mini-split, repair outside windows.

- Proposed for FY21
- Cost Estimate: \$20,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - urgent

Windows are leaking and rotted, one area is still cold, and one new mini split is needed.

FY21 Capital Requests Council on Aging



Cabinet Replacement

Funding for this project would add to and update existing storage cabinets that are in poor shape.

- Proposed for FY21
- Cost Estimate: \$15,000
- Existing cabinet for supplies and program storage
- Falling apart
- Priority - urgent

Replacement would improve existing storage, and provide additional storage which is needed for supplies, games, etc.

FY21 Capital Requests Fire-EMS

Replace Radar and Navigation on Rescue Boat



Replace radar and navigation system in Rescue boat that was damaged in a 2017 fire.

- Proposed for FY21
- Cost Estimate: \$21,000
- Priority - necessary

Navigation and radar are an essential piece of safety equipment for hazardous marine and weather related conditions and the efficiency of locating vessels in distress.

In May of 2017 there was a fire onboard Rescue 567 in the electrical system.

The fire heavily damaged all the wiring for the navigation and radar system. There was a temporary fix made by splicing wires together but that limited the capacity of both navigation and radar and the boat was left without a depth finder.

The electronics are now 14 years old and are at the end of their life expectancy.

FY21 Capital Requests

Fire-EMS



Recondition Fire Truck

Fire truck Engine 521 was built in 1988 and is an essential piece of equipment needed to protect our community. Updating this fire truck will increase Firefighter safety while enhancing our ability to fight fires. It will help The Town to maintain the lowest ISO rating on the Island.

- Proposed for FY21
- Priority - necessary
- Cost Estimate: \$390,000

Although the chassis of Engine 521 after 30 years is still in fair condition, many of the inner workings are either outdated or past their life expectancy. After considering the substantial cost of purchasing a new fire truck (\$650K-\$700K), we decided it would be more cost effective to refurbish Engine 521. The 32 year old existing piping in the truck needs replacing and updating. The 24 volt wiring system is out of date. The engine needs rebuilding, the water tank needs replacing and the water pump needs updating. Engine 521 needs safety updates to bring it up to the current standards of firefighting.

FY21 Capital Requests

Fire-EMS



Re-Chassis Ambulance

To Re-Chassis two ambulances that primarily do off Island transports. Both ambulances are essential to maintaining the transport service we provide to MVH and the Island community. Both ambulances have over 100,000 miles, have ongoing fuel problems and maintenance costs have increased which in turn, creates more time “out of service.”

- Proposed for FY21
- Priority - necessary
- Cost Estimate: \$360,000

Both ambulances’ fuel systems were contaminated in 2017. Since that time we have had ongoing issues with the fuel systems, resulting in major maintenance and therefore increasing more “out of service” time for both ambulances. Our plan is to re-chassis one ambulance before the summer of 2020 and the second ambulance in late fall of 2020. Additionally, we are considering changing over to gas engines to save on fuel and weight.

FY21 Capital Requests Highway

Replace Full Size Dump Truck

To replace 2001 GMC Topkick
Truck needed for snow removal and hauling large loads.



- Proposed for FY21
- Cost Estimate: \$150,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - necessary

FY21 Capital Requests Highway



Street Sweeper Lease

- FY21 Final Payment
- Annual payment, \$43,371

FY21 Capital Requests
Highway

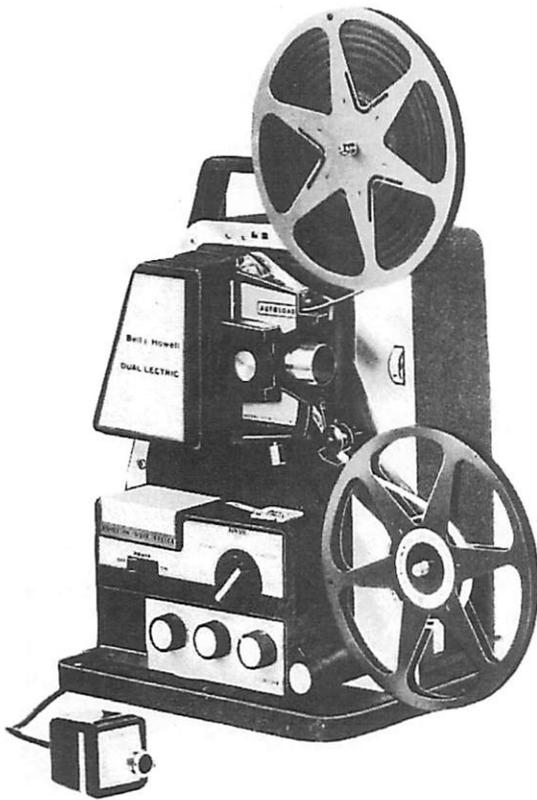


Rubbish Truck Lease

- 5 year Lease
- Annual payment, \$35,734.54

FY21 Capital Requests

IT



Audio Visual Equipment

- \$13,500 for FY21
- Voted: ATM19 A11

FY21 Capital Requests

Library



Accessible Chairs for Meeting Room

Staff, other town departments, patrons, and community partners who use the room all have the requirement of moving the chairs around to suit their group's needs. The chairs are awkward and hard to move. Safer, more comfortable chairs are available with casters that will make moving them around the room much easier.

- Proposed for FY21
- Cost Estimate: \$6,587
- Priority - urgent
- 25 chairs @ \$120/ea & 25 chairs @ \$143.50/ea

The current chairs in the meeting room weigh too much for some of our senior patrons - who need the chairs the most - to move on their own and are difficult to move and store. The proposed chairs are those with casters and a 250lb weight limit.

FY21 Capital Requests

Marina



Option: Extend south jetty 160 feet, and add a 225-foot-long offshore breakwater (dogleg). North tip of breakwater is positioned approximately 230 feet from tip of existing north jetty. Offshore dogleg crest elevation is 3.3 feet NAVD.

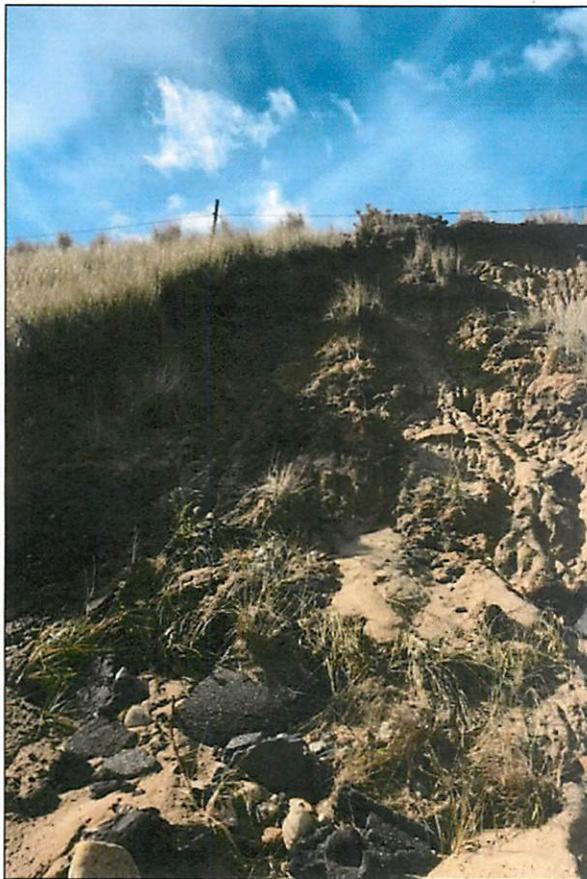
Jetty Construction

Currently the Oak Bluffs Harbor jetties are in a failed state due to their age. They have slowly sunk lower into the seabed over the years. This with the advance of sea level rise makes it crucial that we address this important infrastructure project as soon as possible to keep our harbor and marina a viable revenue source.

- Proposed for FY21
- Replace and/or modify the Oak Bluffs Harbor jetties
- Cost Estimate: \$2,000,000 - \$3,000,000
- Survey - completed
- Preliminary Plans or Specifications - under study
- Final Plans or Specifications - under study
- Priority - urgent

Our plan would create a dogleg off the southern jetty that would eliminate all Northeast storm swells that create so much damage and flooding in the Harbor and surrounding infrastructure. Failure to address the increasing deterioration of the existing jetties will eventually make the harbor basin unusable for its current uses and waiting only makes the cost associated increase as cost of construction increases.

FY21 Capital Requests
Natural Resources Infrastructure



East Chop Bluff Stabilization

- Proposed for FY21
- Cost Estimate = \$20,000,000
- East Chop Bluff is at risk of collapse
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - urgent

East Chop Drive above the bluff is one of the most scenic and recreationally valuable roads on the Island. Stabilizing the bluff will protect the scenic and recreational values of the road, allow a return to vehicular access to the road and protect the private homes along the road that contribute significantly to the town in the form of property taxes.



FY21 Capital Requests Natural Resources Infrastructure



Beach Nourish & Groin Rehab (Beach Nourishment II)

Rebuild/realign existing groins and add beach nourishment at North Bluff Beach.

- Proposed for FY21

Approved at November, 2019 Special Town Meeting

Project underway

Final plans or specifications - under study

- Priority - necessary

Adding beach nourishment to the eroded/eroding beaches and realigning the existing/deteriorated groins (to help keep the nourishment in place) will increase the recreational value of the beaches and help protect the landward infrastructure flooding storm damage. Grant funding will be sought; this request is for town share/matching funds.

FY21 Capital Requests Parks & Recreation



Jet Ski & Rescue Board

To have better response time to rescue people and to intercept other water craft in the swimming area.

- Proposed for FY21
- Cost Estimate: \$27,620
- Survey - completed
- Preliminary plans or specifications - completed
- Priority - urgent

FY21 Capital Requests Parks & Recreation



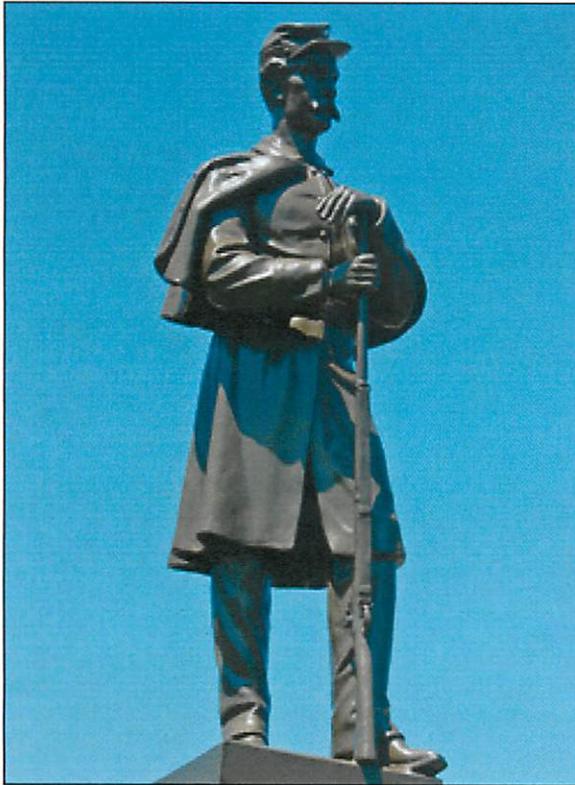
Ocean Park Bandstand

To repair leaking roof, replace door and repaint.

- Proposed for FY21
- Cost Estimate: \$25,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - necessary

Maintenance of structure is needed as many people enjoy concerts in the bandstand.

FY21 Capital Requests Parks & Recreation



Repaint Soldier Statue

Maintenance of statue

- Proposed for FY21
- Cost Estimate: \$15,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - under study
- Priority - necessary

Previous restoration was in 2010

**FY21 Capital Requests
Police Department**



**Club Car Carryall 510 LSV
- Street Legal - Electric**

LSV (Low Speed Vehicle)

- Proposed for FY21
- Cost Estimate: \$17,400

To purchase a Low Speed Vehicle to be used in season for people in the Community Service Officer program who are mainly directing traffic and cannot drive regular police vehicles.

FY21 Capital Requests Police Department



Replace 3 Marked Cruisers

- Proposed for FY21
- Cost Estimate: \$140,000
- Priority - necessary



To replace three marked police cruisers.
The shelf life of these vehicles is three years.
The engines run for 18 hours/day.

**FY21 Capital Requests
Police Department**



Replace Unmarked Chief's Cruiser

- Proposed for FY21
- Electric vehicle
- Cost Estimate: \$42,000
- Priority - necessary

**FY21 Capital Requests
Oak Bluffs School**



Replace Carpeting

- Proposed for FY21
- Cost Estimate: \$110,000

To replace the remaining carpeting in the school:

- tech room with tile
- library with a new rug
- five classrooms with tile

FY21 Capital Requests Selectmen

Town Hall

Construct a new Town Hall as per plans and specifications developed by the Building Committee after detailed study.



- Proposed for FY21
- Cost Estimate = \$11,754,910
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - completed
- Priority - urgent
- 20-year bond

FY21 Capital Requests Selectmen

Downtown Streetscape Improvements

- Proposed for FY21
- Cost Estimate = \$2,774,000
- Survey - completed
- Preliminary plans or specifications - completed
- Final plans or specifications - under study
- Priority - urgent



Downtown infrastructure improvements including Circuit Avenue sidewalks and public safety improvements, Healey Square improvements and Lake Avenue Parking enhancement.

Deteriorated public infrastructure in the downtown area creates an impediment to economic development as well as a public safety hazard. The project replaces hazardous walkways, creates more pedestrian friendly walkways and public spaces and enhances downtown parking in a coordinated effort to update and improve the downtown area to better serve the general public and local businesses.

Please see the detailed project breakdown as part of the Town's Massworks Grant Application. Detailed cost estimates were developed in 2017 with a five percent per year escalation factor applied. The project is a result of multiple years of planning and study as part of the Streetscape Master Plan. This project can be broken down into three distinct elements listed below in order of priority:

- | | | |
|-------------------------------------|------------------|------------------|
| 1. Circuit Avenue Improvements: | \$385,872 (2017) | \$445,000 (2020) |
| 2. Healey Square Improvements: | \$272,881 (2017) | \$314,000 (2020) |
| 3. Lake Avenue Parking Enhancement: | \$296,895 (2017) | \$341,000 (2020) |

FY21 Capital Requests Selectmen

Park and Ride Lot

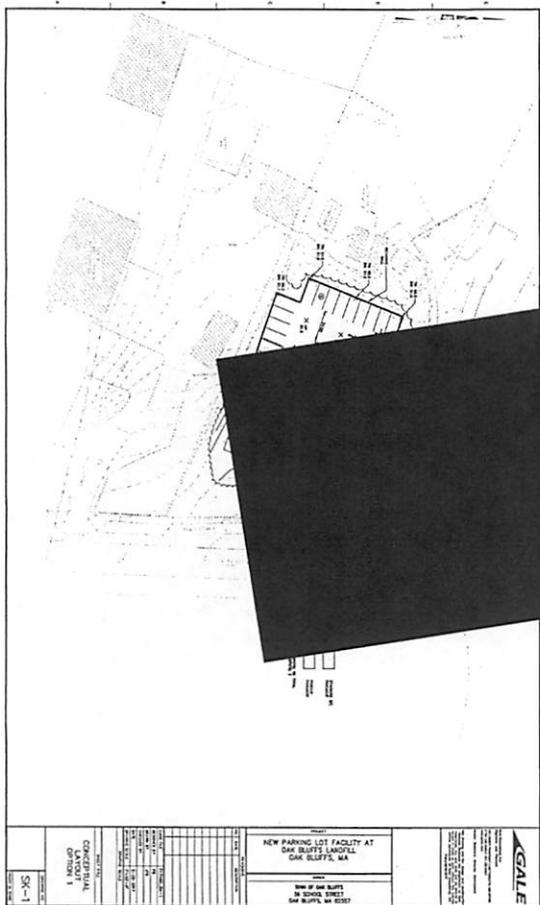
Construction of a Park and Ride Lot at the corner of Pennsylvania Ave and County Ave.

- Proposed Cost

Need to update figures

This project would provide much-needed off-site parking to support the downtown area where parking is extremely limited.

Please see enclosed detailed cost estimate and schematic design materials in support of the project. The cost estimate was developed in 2017 with a five percent per year escalation factor applied.



**FY21 Capital Requests
Shellfish Department**

FY21 Capital Requests Wastewater



Initiate design of targeted Oak Bluffs WWTF upgrades to gain some capacity at the WWTF.

- Proposed for FY21
- Cost Estimate = \$400,000
- Priority - necessary

The Oak Bluffs WWTF is near its capacity, according to a recent engineering study. This project will initiate design of targeted improvements to gain some capacity at the existing WWTF.

FY21 Capital Requests Wastewater

Wastewater Planning (CWMP) - Initiate Implementation of Recommendations



Implementation of Wastewater Planning Recommendations - This appropriation is intended to initiate work on recommendations associated with the wastewater planning process including such work as initiation of the wastewater treatment facility upgrade conceptual design; preliminary layout of sewers, linked watershed-embayment management model runs; additional wastewater planning work.

- Proposed for FY21
- Cost Estimate - \$600,000
- Priority - necessary

This project will initiate work on the recommendations of the wastewater planning process to meet the Total Maximum Daily Load limits (TMDLs) for nitrogen in the Town's coastal ponds.

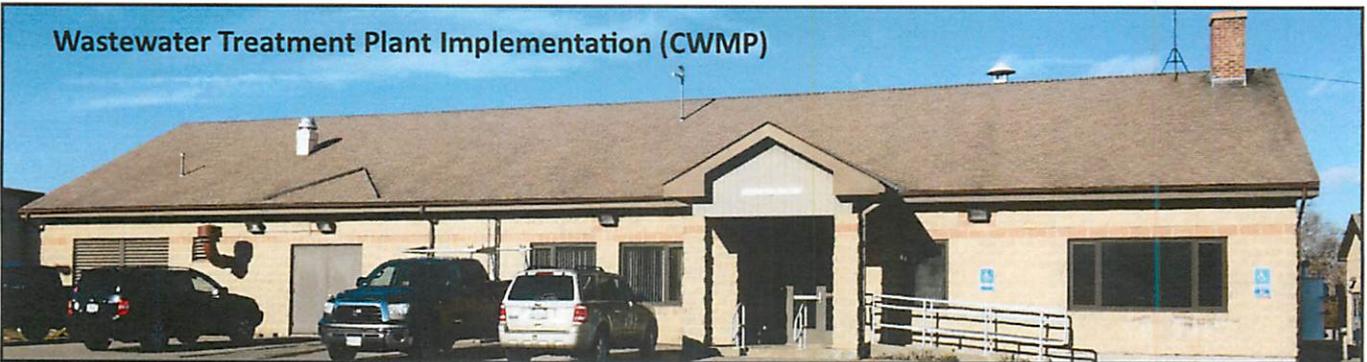
This is a follow up to the wastewater planning phase of this work. This subject project will initiate work on the recommendations of the wastewater planning phase.

The Town completed a wastewater management plan prior to 2000. This plan identified several areas of concern and most, if not all, of these areas have been addressed via sewerage. Now the Town faces nitrogen contamination in several watersheds. The Town has recently been provided with reports from the Massachusetts Estuaries Project that provide a limit on the amount of nitrogen that may enter several of the town watersheds. Failure to address state issued TMDLs could result in administrative action being taken by the state.

With these new areas of concern and the potential need for other sewerage accommodations in the Town, an updated Comprehensive Wastewater Management Plan is underway to consider all areas of concern with regard to nitrogen contamination. This project will help to determine the future treatment limits for the Town's wastewater treatment facility and the future flows to this facility. It will also help determine what conventional (sewerage) and/or alternative technologies may be needed to address the nitrogen contamination.

FY21 Capital Requests Wastewater

Wastewater Treatment Plant Implementation (CWMP)



Wastewater Planning - Appropriation to finish design and implement WWTF improvements intended to accommodate needs identified in the wastewater planning process (Lagoon Pond and other areas of town). USDA grant funding (including a small grant) is possible.

- Proposed for FY21
- Cost Estimate - \$2,000,000
- Priority - necessary

The design of the wastewater treatment facility improvements identified in the wastewater treatment planning process will provide the most cost effective way to upgrade the Town's wastewater treatment facility, which is operating near capacity.

This is a follow up to the wastewater planning phase and preliminary design phase of this work. This aims to be the most cost efficient way to upgrade the Town's wastewater treatment facility, which is operating near capacity.

The Town completed a wastewater management plan prior to 2000. This plan identified several areas of concern and most, if not all, of these areas have been addressed via sewerage. Now the Town faces nitrogen contamination in several watersheds. The Town has recently been provided with reports from the Massachusetts Estuaries Project that provide a limit on the amount of nitrogen that may enter several of the town watersheds. Failure to address state issued TMDLs could result in administrative action being taken by the state.

With these new areas of concern and the potential need for other sewerage accommodations in the Town, an updated Comprehensive Wastewater Management Plan is underway to consider all areas of concern with regard to nitrogen contamination. This project will help to determine the future treatment limits for the Town's wastewater treatment facility and the future flows to this facility. It will also help determine what conventional (sewerage) and/or alternative technologies may be needed to address the nitrogen contamination.

FY21 Capital Requests Wastewater



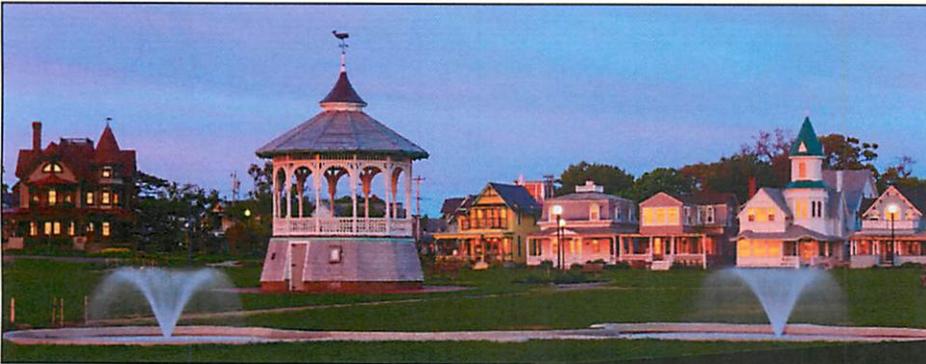
Plant Optimization Construction

Construction of targeted Oak Bluffs WWTF upgrades to gain some capacity at the WWTF. This project will implement targeted upgrades identified as part of the wastewater planning process to the existing Oak Bluffs WWTF to gain some capacity at the WWTF.

- Proposed for FY21
- Cost Estimate = \$5,000,000
- Priority = necessary

The Oak Bluffs WWTF is near its capacity, according to a recent engineering study. This project will initiate design of targeted improvements to gain some capacity at the existing WWTF.

FY21 Capital Requests Wastewater



Ocean Park Rehabilitation

- Proposed for FY21
- Cost Estimate = \$300,000
- Priority - necessary

Moving to FY22

Allowance to design and reconstruct two wastewater effluent disposal beds that were taken off line and are currently unavailable. Includes SCADA work and negotiation with DEP to revise permit.

Rehabilitation of the effluent disposal beds will allow the Town to regain lost wastewater disposal capacity.

Two of the Town's wastewater disposal beds were declared failed several years ago and were shut off at the direction of Mass DEP because the cause of the failure was unknown. This caused a reduction in the disposal capacity of the facility. This request would aid in the rehabilitation of the subject wastewater disposal beds to allow the Town to regain lost wastewater disposal capacity.

LOOKING AHEAD

2022 requests

- Town Vehicles (4) - year 3 of lease	\$13,000
- Conservation - SCP Lower Level	\$50,000
- Fire-EMS - Replace Turnout Gear	\$150,000
Recondition Fire Truck	\$78,057
Re-Chass Ambulance	\$69,914
- Highway	
Replace Pickup Trucks (2)	\$45,000
Replace Full size Dump	\$50,000
Replace Street Sweeper (lease)	\$43,371
Replace Wood Chipper	\$55,000
Loader Tires (4)	\$15,000
Replace Rubbish Truck (lease)	\$50,000
Mower	\$25,000
- Parks Department	
Niantic Park Repairs	\$15,000
- Police Department	
Replace Sergeant's VEH	\$42,000
Replace Body Armor	\$19,000
- School	
Exterior Painting	\$40,000
- WWTF - Ocean Park Rehab	\$300,000
Planning Implementation	\$18,000,000
Hazard Mitigation Design	\$150,000

2023 requests

- Fire-EMS - Fire Rehab Unit	\$80,000
Recondition Fire Truck	\$78,057
Re-Chass Ambulance	\$69,914
- Highway - Replace Small Dump(2)	\$70,000
Replace Full size Dump	\$50,000
Replace Rubbish Truck	\$50,000
- Library - Enclosure for Teen Area	\$13,500
- Marina - Harbormaster Boat	\$80,000
East Chop Bulkhead	\$100,000
- Parks Department - Beach Mat	\$15,000
- Police Department - Replace 2 Segways	\$17,500
2 Portable Speed Trailers	\$12,000
Replace Detective's VEH	\$42,000

2023 requests (cont)

- School - Boiler Replacement	\$600,000
- WWTF - Planning Implementation	\$500,000
Hazard Mitigation Construction	\$1,500,000

2024 requests

- Building Maintenance - Library Exterior Paint	\$30,000
COA ramp replacement	\$30,000
- Fire-EMS - Purchase New Ambulance	\$320,000
Recondition Fire Truck	\$78,057
Re-Chass Ambulance	\$69,914
- Highway - Replace Pickup Trucks (2)	\$55,000
Replace Small Dump(2)	\$80,000
- Marina - Lake Ave Bulkhead	\$3,500,000
- Natural Resources - Beach Drainage	\$3,000,000
- Police Dept - Replace 3 Marked VEH	\$145,000
- WWTF - Planning Implementation	\$4,500,000

2025 requests

- Building Maintenance - Police Exterior Paint	\$30,000
COA Exterior Paint	\$30,000
- Fire-EMS - Replace Scott Air Packs	\$215,000
Recondition Fire Truck	\$78,057
Re-Chass Ambulance	\$69,914
- Natural Resources - Seaview Ave	\$2,500,000
- Parks - Bandstand Repaint/Repairs	\$30,000
- Police Dept - Replace Chief's VEH	\$45,000
- WWTF - Planning Implementation	\$500,000

2026 requests

- Fire-EMS - Replace Fire Truck	\$750,000
- Highway - Replace Full size Dump	\$175,000
- Police Department - LSV	\$20,000
- Police Department - Motorcycles	\$50,000
- WWTF - Planning Implementation	\$4,500,000

**TOWN OF OAK BLUFFS
Capital Improvement Program**

Project Request Form

(Please Type All Responses)

Date: _____

Project No. _____

1. **Department:** _____
2. **Project or Equipment (Short Title):** _____
3. **Description and Purpose of Project or Equipment:** _____

4. **Justification of Project: (Why is it necessary to complete this project? What is the benefit to the Town?)**
- _____
- _____

5. **STATUS OF PROJECT OR EQUIPMENT:** Estimate life of project or equipment _____ Years

SITE: Secured Not Secured Not Required

SURVEY OF NEED: Under Study Completed Not Required

**PRELIMINARY PLANS
OR SPECIFICATIONS:** Under Study Completed Not Required

**FINAL PLANS OR
SPECIFICATIONS:** Under Study Completed Not Required

6. **PRIORITY** Urgent Necessary Desirable

7. **COST ESTIMATES** Preliminary Final

Land Cost \$ _____

Construction Cost \$ _____

Equipment Cost \$ _____

Other Cost \$ _____

Total Cost \$ _____

8. **EFFECT ON ANNUAL OPERATING BUDGET:**

Operational (+)(-) \$ _____

Maintenance (+)(-) \$ _____

Total (+)(-) \$ _____

Revenue From Project \$ _____ /YR

New Personnel Required \$ _____

9. **SOURCE OF FUNDS:**

Current Revenue \$ _____

Bond Issue \$ _____ Years _____

Short Term Note \$ _____ Years _____

Other (describe) _____

10. **YEAR PROPOSED FOR CONSTRUCTION OR ACQUISITION: FY** _____

11 **ADDITIONAL COMMENTS AND JUSTIFICATION** (Please attach a sheet or use this space to describe need in more detail, including any costs associated with not completing this project):

12 **SIGNATURE** _____

TITLE _____

TOWN OF OAK BLUFFS
FISCAL YEAR 2022 CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program
Summary Form

Department: _____

Project (short title)	Prior Funds Appropriated	ESTIMATED DISBURSEMENTS REQUIRED						Funds Required	Total
		Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	After	Funds
		2022	2023	2024	2025	2026	2027	2027	Required
								For Completion	

Submitted By: _____

Title: _____

Date: _____