

City of Northampton



Capital Plan Fiscal Year 2014

May 16, 2013

Mayor David J. Narkewicz

City and school departments submitted their five-year capital plan requests to me in October of 2012. The Capital Improvements Planning Committee (CIP Committee) reviewed all of the projects, with a specific focus on projects requested for FY13 and FY14. The FY13 Capital Plan was recommended and approved in January of 2013. The CIP Committee met again in March of 2013 to review projects requested for FY14. I have reviewed the recommendations and project rankings provided by the CIP Committee and have been informed in making my decisions by their excellent work. This plan outlines my recommendations for FY14.

The CIP Committee reviewed 58 projects with a total value of \$36,106,700. The Committee met with each Department Head about their proposed projects and discussed possible revenue streams to fund each project. The Committee also reviewed all outstanding capital projects to first determine if the Department was on track to complete their current projects and also to determine whether funds from older and completed projects could be reprogrammed. After reviewing the recommendations of the Committee, I am bringing forward 15 projects, at a cost of \$1,719,749, to be funded through the General Fund Cash Capital Program, Free Cash, Borrowing and by other revenue sources including, receipts reserved, departmental revolving funds and reprogrammed funds from completed or dormant capital projects.

The FY14 Plan is financed as follows:

| | |
|------------------|---|
| \$ 175,000 | appropriated by Council for the FY14 Cash Capital Project |
| \$ 343,262 | FY13 Certified Free Cash |
| \$1,000,000 | Bonded Debt |
| \$ 90,000 | Fire Department Revolving Fund |
| \$ 49,000 | Parking Receipts Reserved for Appropriation |
| <u>\$ 62,487</u> | <u>from reprogrammed completed capital projects</u> |
| \$1,719,749 | TOTAL |

FY14 Capital Improvement Program Summary

Parking Maintenance

\$49,000 – One Ton Pick-Up Truck for Parking Maintenance

CIP Committee Ranking: Tier 1

Funding Source: Parking Receipts Reserved for Appropriation

The Parking Maintenance Department staff use a one-ton pick-up truck year round for maintenance operations such as grounds maintenance, snow removal, trash pick-up, equipment repair and collection of meter revenues. The current vehicle, while low on actual mileage, is a 2003 GMC and has had extensive repairs. In FY11 and FY12 alone, repairs have totaled over \$8,000. Ongoing repair costs and the current condition of the truck necessitate the purchase of a new vehicle for the department. The current vehicle will be traded in as part of the purchase of a new vehicle.

Central Services

\$85,000 – Academy of Music Replacement of Fire Escapes

CIP Committee Ranking: Tier 1

Funding Source: General Fund Free Cash

In February of this year, deficiencies were discovered on the four fire escapes on the east and west sides of the Academy of Music. The Building Commissioner temporarily closed the fire escapes and repairs were made to allow for the continued use of the balcony and loge seating. The Building Commissioner and the independent Structural Engineer who oversaw the repairs and inspected the work both concur that the fire escapes need to be replaced. The current structures are original to the building, constructed in 1891 and are at the end of their life span. New fire escapes will be designed and constructed to meet the current building codes and address any aesthetic concerns based on the historic designation carried by the Academy of Music. This is a high priority project since the recent repairs allow for the continued full use of the Academy but not on a long-term basis.

Public Schools

\$59,000 – Northampton High School Heating/Cooling System Freeze Protection

CIP Committee Ranking: Tier 1

Funding Source: General Fund Free Cash

The High School heating system contains Glycol, an anti-freeze chemical that is added to a building's hydronic system to prevent freezing. The system at the High School was designed to have 40% Propylene Glycol and 60% water. This ratio mixture provides freeze protection for pipes. A variety of issues over the past decade have arisen that have caused reductions to the glycol-water mixture and corresponding loss in freeze protection to the system. At this time, the system has freeze protection only to 20 degrees Fahrenheit, however with the proper mixture of glycol and water, the desired freeze protection level is -15 degrees below 0, which is the level of protection that the system had when renovations were completed in 2000. The system is at a point where new material should be installed before the next heating season.

\$55,000 – Northampton High School Parking Lot Drainage System Repairs

CIP Committee Ranking: Tier 1

Funding Source: General Fund Free Cash

In March of 2013, a sinkhole was discovered in the parking lot which resulted from a broken drainage pipe that had eroded the surrounding soil creating a large void around the pipe, below grade. The sinkhole has been stabilized but must be fully excavated and repaired. These funds will be used to make repairs.

\$100,000 – NPS Technology Plan

CIP Committee Ranking: Tier 1

Funding Source: General Fund Cash Capital (\$48,251) and Reprogrammed Funds (\$51,749)

The school department cited technology as their highest priority. They will use this money to assist with technology needed to implement a new educator evaluation system, for storage upgrades, wireless upgrades and servers and switches. The technology will allow for Web and intranet virtual machine upgrades and the switches will permit an upgrade to 10GM on desktops. All of these improvements will assist the department in meeting PARCC testing levels set by the Department of Elementary and Secondary Education. This money will be used in conjunction with the \$100,000

awarded in the FY13 Capital Plan for District Technology to further the District's progress in this area.

\$150,000 – R. K. Finn Ryan Road School Roof Membrane Replacement

CIP Committee Ranking: Tier 1

Funding Source: General Fund Borrowing – Ten Years

The roof membrane system at the R.K. Finn Ryan Road School is 24 years old and at the end of its life span. During the winter of 2012-2013, there were numerous roof leaks around the school most notably in the library area. The life span of the existing roof was projected to be fifteen years and it is now 24 years old and can no longer be repaired. The roof will be replaced with a new membrane roof with a fifteen to twenty year expected life span.

\$150,000 – Smith Vocational and Agricultural High School Building B Boiler Replacement

CIP Committee Ranking: Tier 1

Funding Source: General Fund Borrowing – Ten Years

The boiler in Building B is thirty-five years old. The building originally housed three boilers that supplied steam heat to all the buildings on the SVAHS campus. In 2004 and 2005, all buildings had their own heating system installed and each building now has two boilers running alternate weeks. This lengthens the years of service and provides back up if one boiler breaks down. The Building B Boiler currently has three sections leaking steam and several rotten pipe-fittings. Repairs to one section in the past have cost in excess of \$6,000. In order to extend the life of the existing boiler, it is recommended to replace this boiler in order to have two functioning boilers that can alternate operations.

Fire Department

\$90,000 – Ambulance Stretcher Power Lift System

CIP Committee Ranking: Tier 1

Funding Source: Fire Department Revolving Fund

The Power Lift System is a proven technology in the field of emergency medical services to help minimize the potential for any back or lifting injuries. Within the emergency medical field, lifting injuries are the highest liability and most frequent form of injury.

These funds will be used to purchase four units that will power-assist the lifting of stretchers into the ambulance. The equipment works in concert with our current stretchers and continues to address our need for injury prevention and safety for our personnel.

Police Department

\$49,000 – Supervisor’s Vehicle Replacement

CIP Committee Ranking: Tier 2

Funding Source: General Fund Cash Capital

The Supervisor’s Vehicle is used by the patrol supervisors as a dependable, primary, emergency response vehicle. The replacement of this vehicle is on a three-year cycle, due to utilization twenty-four hours per day, seven days per week and funding of this vehicle will maintain the current replacement schedule.

\$55,000 – Tactical Equipment

CIP Committee Ranking: Tier 1

Funding Source: General Fund Free Cash

Replacement of the police department’s tactical equipment is on a seven-year replacement schedule. This funding will be used for equipment that police use in controlling incidents involving civil disorder, or in a limited response to a wide range of multi-hazard scenes, as well as to protect officers in a security capacity for Haz-Mat scenes or deployment to Cooley-Dickinson Hospital or the V.A. Medical Center. Some of the tactical equipment has a limited shelf life such as gas masks and aerosol dispersement agents. Protective helmets and radio communication headsets used with the helmets need updating. The department’s stockpile of basic Bio/Chem hazard protective suits must also be replenished. These suits are used at contaminated sites as well as locations where decontamination is being conducted. Keeping our personnel trained to a proficient level in use of this equipment as well as proper tactical response techniques is essential to achieving a successful resolution of these types of life-threatening situations. Funds will also be used for updated training so police personnel can effectively and properly control crowds at protests and demonstrations as well as other events involving civil disorder.

Forbes Library

\$100,000 – Handicapped Accessible Entrance

CIP Committee Ranking: Tier 1

Funding Source: General Fund Free Cash (\$89,262) and Reprogrammed Funds (\$10,738)

These funds will be used toward the construction of a new handicapped-accessible entrance to the Forbes Library. Currently, handicapped access is provided by a lift system. The original lift was installed in 1986 and the replacement lift was installed in 2005. Both of these lifts have been inadequate for the amount of use associated with this busy public library. There have been long periods of time in which the lift has been out of service and repairs have been costly. The lift also does not provide access for patrons using walkers, parents with strollers, able bodied people with injuries and people making deliveries or bringing large items to the building. An architectural study has been completed and the best solution for reliable and multi-use access is an elevator. Forbes Library has begun a fund raising campaign, since the cost of the elevator construction is estimated at \$300,000. This funding would provide approximately one-third of the estimated cost.

Board of Health

\$28,000 – Inspectional Services Vehicles - Two

CIP Committee Ranking: Tier 2

Funding Source: General Fund Cash Capital

The Health Department staff drive approximately 10,000 miles per year for inspections. Currently the department has two vehicles, of which only one is operational. Both vehicles were recycled from the Police Department, both are model year 2004, and in need of extensive repairs. To maintain Northampton's eligibility for Green Communities Grants, the city is prohibited from interdepartmental transfers of older, less fuel-efficient vehicles. Therefore, since other department vehicles cannot be recycled down to this department, the department is requesting funds to purchase two used vehicles that meet required fuel efficiency standards. It is estimated that two used vehicles would last at least eight years. Without these vehicles, staff will need to use their own

vehicles and be reimbursed. It is more economical to provide staff with the vehicles for workday use.

Management Information Systems

\$49,749 – Technology Equipment Replacements

CIP Committee Ranking: Tier 2

Funding Source: General Fund Cash Capital

These funds will be used for replacement of technology equipment in the Public Safety Dispatch Center, the Department of Public Works, and the Fire Department as well as replacements in other city departments. The last time the city funded technology equipment replacements was in FY10 and therefore it is time to set aside funds for annual technology replacements.

Public Works

\$300,000 – Equipment Replacement

CIP Committee Ranking: Tier 1

Funding Source: General Fund Borrowing – Five Years

The DPW has a replacement schedule for its equipment fleet that is based on mileage, hours and/or the age of the vehicles. The decision to replace a vehicle versus repair is normally made when the cost to repair and maintain a vehicle begins to exceed the operating cost of a new vehicle. These proposed vehicles represent only a small portion of the DPW's vehicle replacement needs. The following equipment is recommended for replacement:

| | |
|---|-----------|
| 1998 Bombardier – used for sidewalk plowing | \$140,000 |
| 1989 Six Wheel Dump Truck | \$160,000 |

\$400,000 – River Road Retaining Wall/Slope Stabilization

CIP Committee Ranking: Not Ranked

Funding Source: General Fund Borrowing – Ten Years

The River Road retaining wall is collapsing into the Mill River and threatening the road and the Williamsburg interceptor sewer line. The wall is of an unknown construction date, but was probably constructed as part of the original road relocation in 1876. In 2010, the DPW applied for a \$1.6 million dollar flood mitigation grant from the Massachusetts Emergency Management Agency and has been on a waiting list for funding for several years. The project has now received funding for 75% of the engineering and construction and the city must provide 25%. The Town of Williamsburg may also contribute to the project.

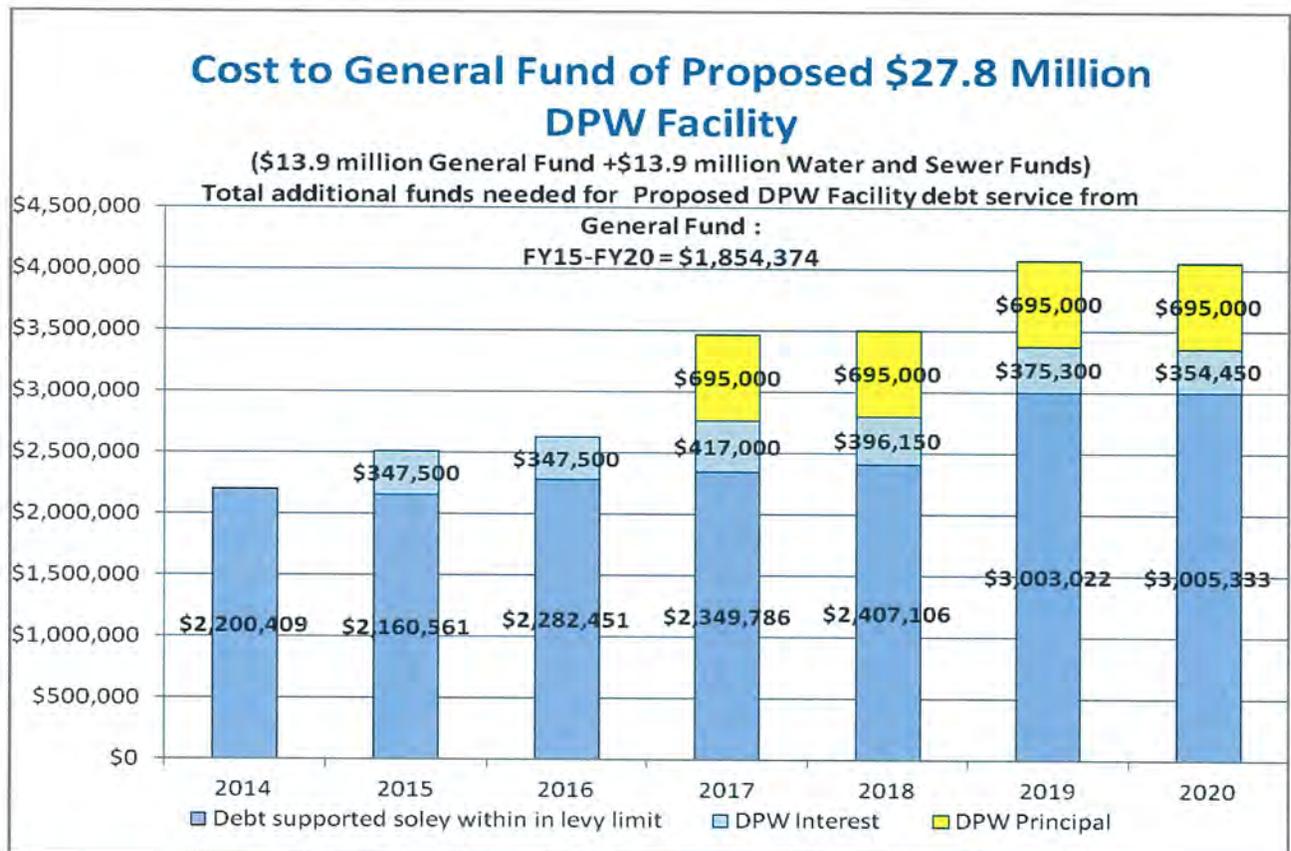
Summary

There were many other worthy projects requested by Departments however, funds for capital improvements have been and continue to be limited. It is my goal to continue to provide funds that support our capital assets and provide the necessary facilities and equipment to carry out the important work of our departments.

Replacement of the City's outdated and substandard Public Works facility on Locust Street remains one of the largest and most financially challenging capital projects facing Northampton. My administration inherited a capital improvement program with the general fund's share of this new facility projected at \$8.5 million of a then-estimated \$16.9 million dollar DPW facility. By 2011, the total estimated project cost had increased to over \$26 million due to changes in design, code requirements, and a facility scope that incorporated other DPW functions and divisions, as well as adding space for Central Services and Northampton Public School maintenance staff.

Unable to responsibly advance the project in our FY13 capital plan, last October I expanded the six-person DPW Building Committee appointed in 2009 by former Mayor Higgins to include representatives from the City Council, the DPW employee bargaining unit (NAME), and the public. I charged this expanded, 11-person committee with (1) reviewing DPW facility planning efforts to date; (2) exploring all options for achieving project goals including possible changes to size, scope, and phasing; and (3) developing financially sustainable recommendations and a plan of action for advancing the facility. I delivered this charge to the building committee at its first meeting in December 2012 as well as giving a presentation on the fiscal challenges associated with financing the project at its current price tag.

The DPW Building Committee completed its review in March and its recommendations provided no options for scaling back the size and cost of the project or breaking it up into smaller, more affordable phases. The Committee recommended that the City move forward with a single-phase DPW facility project to meet the current and future needs of the community. The Committee, working with HKT Architects, set the new estimated project cost at \$27.8 million with the capital funding costs for the project to be shared as followed: \$13.9 million General Fund, \$6.95 million Water Enterprise Fund, and \$6.95 million Sewer Enterprise Fund. The chart below illustrates the proposed DPW Facility at the full \$27.8 million and the effect of \$13.9 million (50%) coming from the General Fund on the Debt Schedule:



While I concur with the Committee’s finding that a new DPW facility is badly needed, I cannot responsibly advance the Committee’s recommended project in FY14 at its current scope and cost. In just the next five years alone, the City would need to commit nearly \$1.9 million of additional General Fund revenues to finance the project. Given the City’s current operational budget pressures and the scope of its current debt obligations – including the recently completed \$17.6 million Police Station - Northampton cannot afford a \$27.8 million facility at

this time. I remain committed to working with the DPW administration and its employees to address its pressing facility needs.

I want to thank department heads and all of the members of the CIPC for their hard work and constructive input. CIPC members include City Council Finance Committee representative David Murphy (Chair), Mayor's appointees William Grinnell, Rob Ostberg and Mark Jordan, School Department representative Mark McLaughlin, School Committee representative Ed Zuchowski, Planning Board representative Mark Sullivan, and ex-officio staff representatives Auditor Joyce Karpinski and Finance Director Susan Wright.

Respectfully,

A handwritten signature in black ink, appearing to read 'D. Narkewicz', with a long horizontal flourish extending to the right.

David J. Narkewicz
Mayor, City of Northampton

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

the following Capital Projects be appropriated from the General Fund FY14 Cash Capital Account (19303 586300):

| | | |
|---|-----------|---------------|
| NPS Technology Plan | \$ | 48,251 |
| Police – Supervisors Vehicle Replacement | \$ | 49,000 |
| Health Department Inspectional Vehicles | \$ | 28,000 |
| <u>Management Information Systems – Technology Equipment Replacements</u> | <u>\$</u> | <u>49,749</u> |
| TOTAL: | \$ | 175,000 |

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

the following Capital Projects be appropriated from the FY14 General Fund Undesignated Fund Balance (Free Cash):

| | | |
|---|-----------|---------------|
| Central Services – Academy of Music Fire Escapes | \$ | 85,000 |
| Schools – Northampton High School Heating/Cooling Freeze Protection | \$ | 59,000 |
| Schools – Northampton High School Parking Lot Drainage System Repairs | \$ | 55,000 |
| Police – Tactical Equipment | \$ | 55,000 |
| <u>Forbes Library – Handicapped Entrance</u> | <u>\$</u> | <u>89,262</u> |
| TOTAL: | \$ | 343,262 |

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

\$90,000 be appropriated from the Fire Department Revolving Fund to fund Ambulance Stretcher Power Lift Systems (four units) which provide power assist lifting of stretchers into the ambulances.

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

\$49,000 be appropriated from the Receipts Reserved for Parking to fund the purchase of a one-ton pick-up truck for the Parking Maintenance Department.

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

The following funds be reprogrammed from completed projects:

\$51,749 be reprogrammed from NPS Energy Conservation Project (3000 35060906) to the NPS Technology Plan

\$10,738 be reprogrammed from the Library Masonry Repointing Project (3000 340753) to the Forbes Library Handicapped Access project.

City of Northampton
MASSACHUSETTS

In City Council, May 16, 2013

Upon the recommendation of Mayor David J. Narkewicz

Ordered, that

the sum of \$300,000 is appropriated in the following amounts for School Department projects as described below:

| <u>Amount</u> | <u>Capital Project Description</u> | <u>Department</u> |
|---------------|---|---|
| \$ 150,000 | R.K. Finn Ryan Road Roof Membrane Replacement | Northampton Public Schools |
| \$ 150,000 | Vocational School Boiler Replacement | Smith Vocational and Agricultural High School |

that to meet such appropriations the Treasurer with the approval of the Mayor is authorized to borrow \$300,000 under M.G.L. c. 44, § 7 (3A), or any other enabling authority; and that the School Committee is authorized to take any other action necessary to carry out this project.

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

the sum of \$300,000 is appropriated in the following amounts for departmental equipment and vehicles as described below:

| <u>Amount</u> | <u>Capital Project Description</u> | <u>Department</u> |
|---------------|------------------------------------|-------------------|
| \$ 140,000 | Bombadier for Sidewalk Plowing | DPW |
| \$ 160,000 | Six-Wheel Dump Truck | DPW |

that to meet such appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$300,000 under M.G.L. c. 44, § 7(9), or any other enabling authority; and that the Mayor is authorized to take any other action necessary to carry out this project.

City of Northampton
MASSACHUSETTS

In City Council, _____ May 16, 2013 _____

Upon the recommendation of _____ Mayor David J. Narkewicz _____

Ordered, that

the sum of \$400,000 is appropriated for engineering and construction related to the stabilization of the River Road Retaining Wall Slope; that to meet such appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$400,000 under M.G.L. c. 44, § 7(7) or any other enabling authority; and that the Mayor is authorized to take any other action necessary to carry out this project.