

GENERAL FUND CAPITAL IMPROVEMENT BUDGET 2018

CIP - CATEGORY	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	TOTALs
PARKS & RECREATION						
BASEBALL FIELDS RECONDITION	5,000	5,000	4,500	4,000	2,000	20,500
POOL BLEACHER AWNING	15,000	11,500				26,500
COMMUNITY BUILDING - TEEN CENTER	7,600	9,600	10,000	10,000		37,200
TENNIS COURT RESURFACE - E Midd		5,000	5,000	5,000	5,000	20,000
HAROLD CURTIS PARK UPGRADES	3,000	3,000	3,000			9,000
MSC ROOF EVALUATION	1,000					1,000
PASSCARD SYSTEM		7,000				7,000
POOL AND POOL HOUSE	33,400	33,400	33,400	33,400	33,400	167,000
BASKETBALL COURT RESURFACE -Rec	10,000	10,000	15,000			35,000
TENNIS COURT RESURFACE - Rec	7,000	7,000	7,000	8,500	7,000	36,500
REC PARK PUBLIC RESTROOMS	2,500	2,500				5,000
REC PARK SERVICE ROAD AND PED PATH	10,000	10,000	10,000	10,000		40,000
TOT LOT	8,000	10,000	9,000			27,000
TOTALS	102,500	114,000	96,900	70,900	47,400	431,700

PR 1

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Baseball Fields at Rec Park & Jack Brown	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives These two fields have taken a back seat on maintenance behind other things, therefore they are in poor condition and at times unsafe. Maintain the fields during the good weather months by yolk raking, adding specialized dirt, weed removal to provide safe and well-maintained fields for Little League and hopefully Adult Softball Build dugouts for each team side to give shelter in inclement weather at both Rec Park and Jack Brown						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering				500.00		
B. Land & Row						
C. Construction		2,500.00	2,500.00	2,000.00	2,000.00	
D. Equipment Purchase		2,500.00	2,500.00	2,000.00	2,000.00	2,000.00
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	<u>20,500.00</u>		<u>100</u>	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:						

6. Comments:

- 2019 - Resurface Rec Park babesball infield and running bases
- 2020 - Resurface Jack Brown babseball infield and running bases
- 2021 - Construct Dugouts at Rec Park baseball field
- 2022 - Construct Dugouts at Jack Brown baseball field
- 2023 - Purchase of red clay for on'going resurfacing

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TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Bleacher Improvements	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives There are four sets of bleachers on the outside of the fence for viewing of swim meets, these have no covering during the hottest time of the year. Removal of pine trees that caused sap dropping and needles that clogged the filter system were removed and this left no shade for spectators. To purchase an overhead awning for the bleachers to match the awning inside the pool deck area, with a concrete pad underneath						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering		1,000.00	500.00			
B. Land & Row						
C. Construction			5,000.00			
D. Equipment Purchase		14,000.00	6,000.00			
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	26,500.00		100	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:						

6. Comments:

2019 - Pour concrete slab under bleachers and reserve funds for new awning
 2020 - Purchase and install new awning structure over bleachers

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Community Building - Teen Center	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives Deferred Maintenance is causing deterioration of the siding and window mullions Correct drainage issue from rain to asphalt and install curtain drain around building Reside the building and perhaps add gutters w/ downspouts Maintain the intergrity of this community asset						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering B. Land & Row C. Construction D. Equipment Purchase E. Interest Costs F. Other Costs		7,600.00	9,600.00	10,000.00	10,000.00	
5. Proposed Financing:						
General Fund	\$	37,200.00		100	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:						

6. Comments:

- 2019 - Remove and replace foundation insulation and bottom of board and batten siding
- 2020 - Replace asphalt sidewalks with concrete, relocate 3' away from building, fabric and building drip area
- 2021 - Reserve funds for window replacement
- 2022 - Remove and replace existing wood window units with insulated glass, vinyl clad units

PTR 4

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Tennis Court Maintenance and Resurfacing - Harold Curtis Pa	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives 2013 was the last year the tennis courts were resurfaced, they are showing some signs of needed repair Purpose: To stay ahead of deferred maintenance to lower costs of maintenance and good playing surface Objectives: Set aside money each year for accumulation of funds to do a whole project in one year.						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering B: Land & Row C: Construction D: Equipment Purchase E: Interest Costs F: Other Costs			5,000.00	5,000.00	5,000.00	5,000.00
5. Proposed Financing:						
General Fund	\$	20,000.00		100 %		
Water Fund	\$	_____		_____ %		
Sewer Fund	\$	_____		_____ %		
Federal Aid	\$	_____		_____ %		
State Aid	\$	_____		_____ %		
Other - Equip.	\$	_____		_____ %		
Held on Reserve:						

6. Comments:

- 2020 - Reserve funds for court work
- 2021 - Reserve funds for court work
- 2022 - Reserve funds for court work
- 2023 - Reserve funds for court work

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Harold Curtis Park Picnic Tables & Pavilion		2. Department Parks & Rec				
3. Project Background, Purpose and Objectives Harold Curtis Park is a very popular park for the community of East Middlebury and yet, there are very few amenities for families to picnic and relax. The purpose of this request is to get more picnic tables and the materials for building a small picnic pavilion. The objective is to make sure we serve all of our constituents, even in East Middlebury with the same amenities we serve the greater Middlebury community: tables and chairs, playgrounds, shelters						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering						
B. Land & Row						
C. Construction		3,000.00	3,000.00	3,000.00		
D. Equipment Purchase						
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	<u>9,000.00</u>		<u>100</u>	%	
Water Fund	\$	<u> </u>		<u> </u>	%	
Sewer Fund	\$	<u> </u>		<u> </u>	%	
Federal Aid	\$	<u> </u>		<u> </u>	%	
State Aid	\$	<u> </u>		<u> </u>	%	
Other - Equip.	\$	<u> </u>		<u> </u>	%	
Held on Reserve:						

6. Comments:

2019 - Purchase picnic tables
 2020 - Reserve funds for pavilion
 2021 - Construct ballfield pavilion

PRC

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Memorial Sports Center Roof		2. Department Parks & Rec				
3. Project Background, Purpose and Objectives It is anticipated that the roof of the MSC will need replacement sometime between 2023 - 2025 This money is being reserved for an evaluation of the roof in 2019						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering		1,000.00				
B. Land & Row						
C. Construction						
D. Equipment Purchase						
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	1,000.00			100 %	
Water Fund	\$				%	
Sewer Fund	\$				%	
Federal Aid	\$				%	
State Aid	\$				%	
Other - Equip.	\$				%	
Held on Reserve:						

6. Comments:

2019 - Perform evaluation of the MSC roof

P&R 7

Memorial Sports Center Management Agreement

FOMH does add an employee to its organization. In addition, the FOMH shall hold and maintain directors; trustee and officers liability coverage, which includes civil rights, discrimination and employment, related practices liability coverage in the amount of no less than Two Million dollars (\$2,000,000.00) per occurrence. In addition, FOMH shall maintain any insurance to cover personal property not owned by the Town but by FOMH and in which the Town has no title or interest including the stands, hockey boards and Zamboni.

c. All Certificates of Insurance for Property and Liability shall name the Town as an Additionally Insured and Loss Payee with respect to the Management activities of the FOMH defined in this Agreement. At the time of any renewal, the parties agree to review an increase in the amount of liability insurance carried on the facility.

d. The FOMH shall notify the Town at least thirty (30) days prior to the date of termination of said insurance policies and/or of any change in said insurance policies.

e. The FOMH shall hold and maintain commercial blanket bonds/faithful performance bonds which provide coverage for employee dishonesty and faithful performance as it relates to the fiduciary responsibilities of the Sports Center Facility Manager in the amount of no less than \$50,000 per occurrence. In addition, the FOMH shall hold and maintain as part of their liability insurance, money and securities coverage for both inside premises and outside premises in the amount of no less than \$10,000 per occurrence. Failure to provide insurance does not relieve FOMH from the financial obligations to the town identified in this Agreement.

9. MAINTENANCE, REPAIRS AND ALTERATIONS

Except to the extent caused by ordinary wear and tear and obsolescence, and except for those specific obligations of the Town as set forth herein, FOMH shall take good care of the MSC and perform, at its own cost and expense, all replacement, maintenance, repair and upkeep on the MSC. The Town shall maintain (including removal of ice and snow) and repair the parking lot, sidewalks, and pathways in and to the MSC facility, and pay the expense for replacement of major building component items including but not limited to the standing seam roof, and roof structure.

FOMH may make all repairs, maintenance, replacements and upkeep without the Town's consent. On the other hand, FOMH may request in writing, subject to Town approval, any alterations, changes, additions or improvements in, on, to, or about the parts of the premises. The Town will not unreasonably withhold or delay such approval, provided such changes will not adversely affect the safety of the facilities or diminish its value.

All work shall be done in a good, workmanlike manner and in accordance with all applicable laws, statutes and regulations, including any accessibility requirements of the Americans with Disabilities Act of 1990 and State of Vermont public buildings permits and land use statutes and regulations.

10. USE OF THE FACILITY

a. The MSC shall be used primarily as a multi use facility during the year. During the time of its use as an ice skating facility FOMH shall manage it for the general public, including, without limitation, Middlebury Amateur Hockey Association hockey programs, Middlebury Union High School hockey programs, adult hockey, open rental, public skating, Recreation Department programs, and the like. However, nothing herein shall prohibit the use of the MSC for other activities, provided all appropriate permits and approvals are obtained in advance, including in particular and without limitation, for entertainment. The FOMH shall have the sole and exclusive right to schedule the use of the facility at its discretion during the term of this Lease,

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Pass Card System	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives The current registration system and drop-in programs create undue confusion and additional accounting work. There is no current tracking mechanism for demographics and usage data for facilities and programs The current software package in use for accounting and registration has another module that can be installed and utilized with pass cards that can also track user data						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering B: Land & Row C: Construction D: Equipment Purchase E: Interest Costs F: Other Costs			7,000.00			
5. Proposed Financing:						
General Fund	\$	7,000.00		100	%	
Water Fund	\$				%	
Sewer Fund	\$				%	
Federal Aid	\$				%	
State Aid	\$				%	
Other - Equip.	\$				%	
Held on Reserve:						

6. Comments:

2019 - Purchase and install new pass card system program-wide for recreation department

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TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Pool and Pool House		2. Department Parks & Rec				
3. Project Background, Purpose and Objectives This pool was built in 1977 and since 2013 we have continued to assess, address, retrofit, improve, and fix what is possible with an aging pool. Continue to take care of deferred maintenance and address internal functions of the pool such as underground piping, insulation of pump area, covering exposed areas and improving safety. Keep a well-loved pool running well and improve attendance.						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering						3,400.00
B. Land & Row						
C. Construction		14,000.00	7,800.00	5,000.00	13,000.00	30,000.00
D. Equipment Purchase		19,400.00	25,600.00	28,400.00	20,400.00	
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	167,000.00				100 %
Water Fund	\$					%
Sewer Fund	\$					%
Federal Aid	\$					%
State Aid	\$					%
Other - Equip.	\$					%
Held on Reserve:						

6. Comments:

- 2019 - Replace pool pump & chemical system, repair leak, epoxy floor, replumb showers, replace main exterior pool piping
- 2020 - Replace all exterior doors, new drywall and paint, replace toilets and sinks, refinish concrete pool deck
- 2021 - Enclose exterior piping and create storage space, replace lighting with new LED, purchase solar cover w/anchors
- 2022 - Replace kiddie pool with water park
- 2023 - Remodel bathhouse to direct user flow directly onto pool deck

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Basketball Court Maintenance and Resurfacing - Rec Park	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives This court has deferred maintenance and has developed longitudinal cracking and settlement resulting in trip hazards An engineer or court design/maintenance specialist will need to review the court in order to assess the full damage and depth of repair						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering B. Land & Row C. Construction D. Equipment Purchase E. Interest Costs F. Other Costs		10,000.00	10,000.00	15,000.00		
5. Proposed Financing:						
General Fund	\$	35,000.00		100	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:	\$					

6. Comments:

2019 - Reserve funds for court resurfacing/reconstruction
 2020 - Reserve funds for court resurfacing/reconstruction
 2021 - Resurface/reconstruct Rec Park basketball court

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Tennis Court Maintenance and Resurfacing - Rec Park	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives These tennis courts were completely resurfaced in fall of 2016, except for the basketball court. To maintain these courts in good condition to avoid deferred maintenance Continue to provide safe and well-maintained facilities						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering						
B. Land & Row						
C. Construction		7,000.00	7,000.00	7,000.00	8,500.00	7,000.00
D. Equipment Purchase						
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	36,500.00		100 %		
Water Fund	\$	_____		_____ %		
Sewer Fund	\$	_____		_____ %		
Federal Aid	\$	_____		_____ %		
State Aid	\$	_____		_____ %		
Other - Equip.	\$	_____		_____ %		
Held on Reserve:	\$					

6. Comments:

- 2019 - Reserve funds for court resurfacing
- 2020 - Reserve funds for court resurfacing
- 2021 - Reserve funds for court resurfacing
- 2022 - Resurface tennis courts at Rec Park

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Additional permanent bathroom in Recreation Park	2. Department Parks & Rec					
3. Project Background, Purpose and Objectives Currently, there is one public bathroom in the park - on the outside of the Community Building To offer an additional restroom facility with multiple user availability Recreation Park continues to grow and become a destination park, therefore we should have this amenity						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering B: Land & Row C: Construction D: Equipment Purchase E: Interest Costs F: Other Costs		2,500.00	2,500.00			
5. Proposed Financing:						
General Fund	\$	5,000.00		100	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:						

6. Comments:

2019 - Reserve funds for public bathroom
 2020 - Remodel storage room on Teen Center to include a second public bathroom

TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project		2. Department				
Paving of Rec Park Emergency Service Road & Pedestrian Path		Parks & Rec				
3. Project Background, Purpose and Objectives						
This service road is highly used by the Teen Center, Memorial Sports Center, and the Town Pool and on occasion emergency vehicles. The path is also highly traveled by both users of the park and a pass-through to Butt						
By paving the dirt road, annual maintenance of pot holes and grading could be eliminated and better stormwater mana achieved						
To provide a more substantial road for service vehicles for all maintenance and emergency services in Recreation Park.						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering						
B. Land & Row						
C. Construction		10,000.00	10,000.00	10,000.00	10,000.00	
D. Equipment Purchase						
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	40,000.00		100	%	
Water Fund	\$	_____		_____	%	
Sewer Fund	\$	_____		_____	%	
Federal Aid	\$	_____		_____	%	
State Aid	\$	_____		_____	%	
Other - Equip.	\$	_____		_____	%	
Held on Reserve:						

6. Comments:

- 2019 - Reserve funds for paving
- 2020 - Reserve funds for paving
- 2021 - Reserve funds for paving
- 2022 - Pave emergency access road and walking path at Rec Park

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TOWN OF MIDDLEBURY

CAPITAL IMPROVEMENTS PROGRAM, PROJECT PROPOSALS

FY - 2018/2019 - 2022/2023

1. Project Equipment and Supplies to Upgrade the Tot Lot at Rec Park		2. Department Parks & Rec				
3. Project Background, Purpose and Objectives Re-design of Tot Lot at Rec Park including removal of fence, installation of landscape, and replacement of badly needed toys. Two toys have been removed due to poor condition and safety hazards, this is an opportunity to upgrade the Tot Lot which is in run down and in poor condition. Remove the chain link fence, install a vegetative border in place of chain link for eye appeal and keeping toddlers within the space. Installation of new and stimulating play equipment.						
4. Project Costs & Schedule	Projected Schedule	Estimated Expenditures by Fiscal Year				
		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
A: Planning & Engineering		2,000.00				
B. Land & Row						
C. Construction		6,000.00	10,000.00	9,000.00		
D. Equipment Purchase						
E. Interest Costs						
F. Other Costs						
5. Proposed Financing:						
General Fund	\$	27,000.00			100	%
Water Fund	\$					%
Sewer Fund	\$					%
Federal Aid	\$					%
State Aid	\$					%
Other - Equip.	\$					%
Held on Reserve:						

6. Comments:

2019 - Design changes to Tot Lot, remove fence and install vegetative border
2020 - Purchase and install new swing and new mulch
2021 - Purchase and install new toys