

Open Hearing

Dover Warrant Committee
Monday, March 16, 2015

Open Hearing

Warrant Committee Meeting to present the Warrant Articles for Fiscal Year 2016 (July 1, 2015 to June 30, 2016) that will be voted on at Town Meeting (Monday, May 4, 2015@7pm).

Starting in the Fall of 2014 and continuing through last week, the Warrant Committee met with Town departments and the educational entities as Town revenue expectations and expenditure budgets were developed.

The financial amounts we present tonight are preliminary, the final recommended budgets will be in the Blue Book.

Warrant Committee Guidance

Each year the Warrant Committee issues a Guidance Letter addressed to all town departments at the beginning of the budget season.

“... the Warrant Committee is asking that departments submit level-service budgets for FY16. Departments should also make every effort to contain or pare costs.”

“If a department has a budget request that is above and beyond level service, please make a separate request titled “Additional Service Request” and provide specific justification and supporting data for the request.”

“The Warrant Committee has endorsed the Personnel Board’s recommendation of a 2.2% general salary increase for non-contract employees. “

Copies of the Guidance Letter are available in the back of the room and on the town website

Warrant for the Annual Town Meeting

This year we have 24 Articles ...

- 18 Annual/Recurring Articles
- 6 “Special” or Non-Recurring Articles

Of the 18 Recurring Articles ...

- 5 do not require expenditures
- 13 do have associated expenditures/financial implications

Of the 6 Non-Recurring Articles ...

- 1 does not require expenditures
- 5 do have financial implications or expenditures

Articles with Associated Expenditures or Financial Implications

Recurring ...

- Article 2 RE Tax exemption in FY16 for those who qualify
- Article 3 Elected Officials Salaries
- Article 4 Operating Budget
- Article 5 Capital Budget
- Article 6 Unemployment Compensation Fund
- Article 7 Accumulated Sick Leave for Retired Police
- Article 12 Fund Conservation Commission
Conservation Trust
- Articles 13 & 14 DS Regional SC capital items (Art 13 – borrowing for capital items expected to be withdrawn. Art 14 - paid out of general budget)
- Article 19 Reserve Fund for FY16
- Article 20 Unpaid Bills of a Prior Year
- Article 21 Supplemental Appropriations for FY15
- Article 22 Free Cash applied to FY16 Budget
- Article 23 Stabilization Fund Supplement
- Articles 6, 13, 20, 21, 23 Expected to not need funding (expected to be withdrawn)

Articles with Associated Expenditures or Financial Implications

Non-Recurring ...

- Article 11 Caryl Community Center– facilities upgrade
- Articles 15, 16, 17 Minuteman School Agreement
- Article 18 Benefit to Widows and Children of
deceased firefighters

Articles w/o Associated Expenditures

Recurring ...

- Article 1 Committee Reports from Town Annual Report
- Article 8 Highway Funds – State Aid
- Article 9 Revolving Fund Accounts
- Article 24 Annual Ballot for Town Elections

Non-Recurring ...

- Article 10 Council On Aging Board Composition

The rest of Open Hearing ...

- Art 4 Overview of Operating Budget
 Dover School Committee
 DS Regional School Committee
- Art 5 Capital Budget Committee
- Art 10 Council On Aging Composition
- Art 11 Caryl Community Center Facilities Upgrade
- Art 13,14 DS Regional School Capital Projects
- Art 15,16,17 Minuteman Vocation School Agreement
- Art 18 Benefit for Widows and Children of Deceased
 Firefighters

Overview of Dover Town Operating Budget Fiscal Year 2016

(Preliminary Budgets, as of March 16, 2015)

FY 2016 Budget Summary

as proposed and estimated

FY16 Total Expenditures

\$36,517,504 (projected as of 3/16/15)

vs. \$34,763,299 for FY15

Increase of \$1,754,205 or +5.0%

FY16 Total Revenues (excluding use of Free Cash)

\$34,307,745

vs. \$33,545,777 for FY15

Increase of \$761,968 or +2.3%

FY16 use of Free Cash

\$2,209,759

vs. 1,542,351 for FY15

Increase of \$667,408 or 43.3%

FY 2016 Budget Summary

Large Changes from FY2015 Expenditures

FY16 Article 4

Increases

Dover's Regional Schools Operating Assessment +\$501k (+5.2%)

Dover School Operating Budget +\$207k
(+2.2%)

Group Health Insurance (Insurance and Pensions) +\$218k (+11.7%)

Norfolk County Retirement (Insurance and Pensions) +\$95k
(+10.2%)

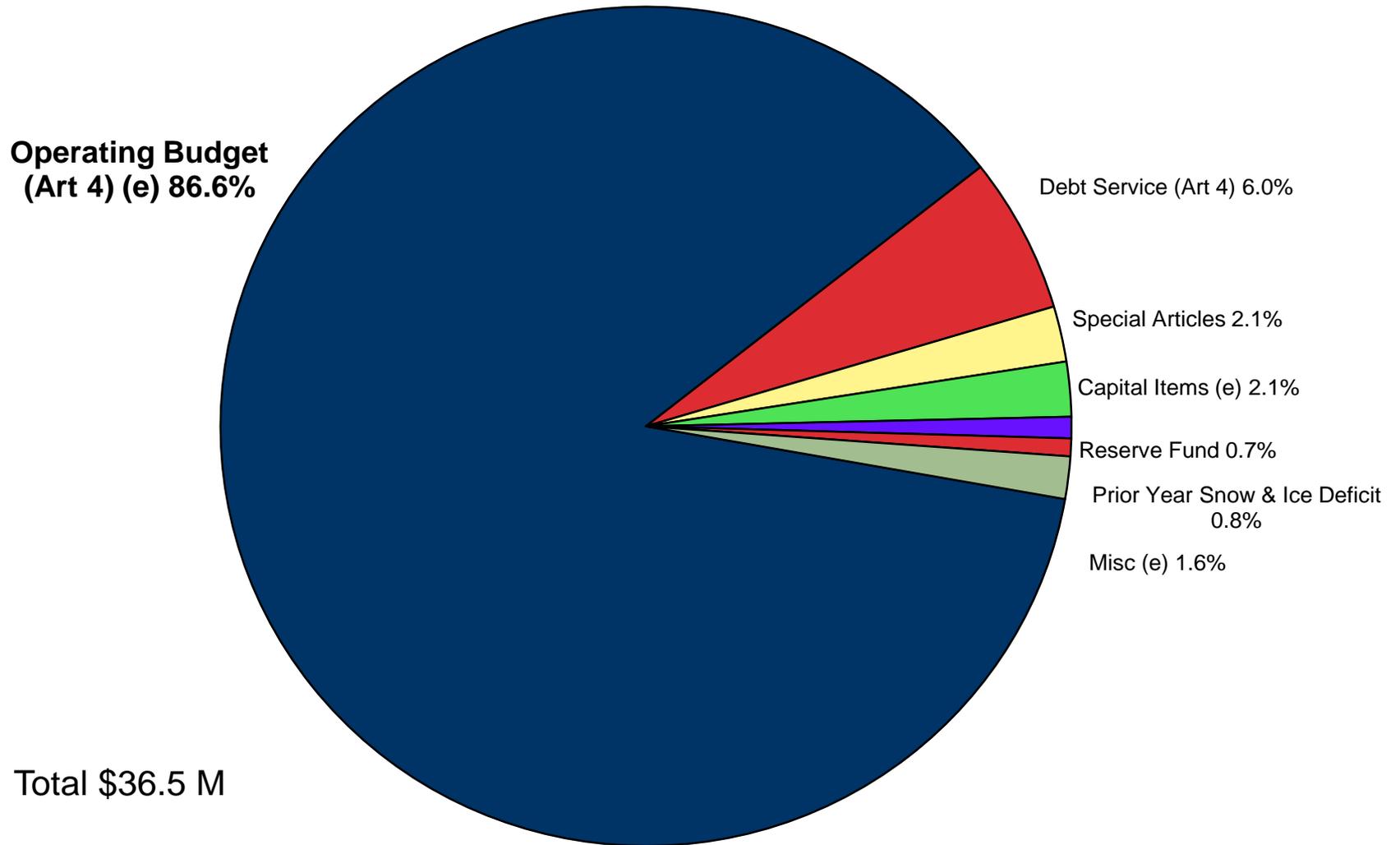
Decreases

Dover's Regional Schools Debt Assessment -\$104k (-
12.1%)

FY16 Capital Items + Special Articles

Article 5 & Special Articles +\$429k
(+38.2%)

FY2016 Budget Components



Revenue Sources and Expenditures

REVENUE SOURCES AND EXPENDITURES

	<u>Recap FY14</u>	<u>Recap FY15</u>	<u>Projected FY16</u>	<u>% Change FY15/FY16</u>
Revenue Sources				
Tax Levy	\$26,664,674	\$27,758,843	\$28,895,446	4.1%
Debt Service Exclusions				
Dover	930,017	881,217	898,717	2.0%
Regional School	701,139	691,080	583,985	-15.5%
New Growth	417,124	431,836	350,000	-19.0%
Free Cash	1,597,973	1,542,351	2,209,759	43.3%
State Aid (Receipts)	876,784	949,418	962,214 (a)	1.3%
SBA Reimbursements	531,983 (b)	531,983 (b)	531,983 (b)	0.0%
Local Receipts	2,025,691	2,241,000	2,000,000	-10.8%
Overlay Surplus	50,000	50,000	75,000	50.0%
Other	10,400	10,400	10,400	0.0%
Capital Exclusion Override	0	0	0	
Total Revenue	\$33,805,785	\$35,088,128	\$36,517,504	4.1%
Expenditures				
Article 4	\$31,751,674	\$32,642,266	\$33,821,085	3.6%
Additions to Overlay	232,496	271,984	260,000	-4.4%
Article 5	646,534	350,682	770,121	119.6%
Special Articles	30,000	745,671	754,931 (c)	1.2%
Special Articles - Other	0	25,000	25,000 (d)	0.0%
Reserve Fund	250,000	250,000	250,000	0.0%
State Charges	293,925	301,560	306,367 (a)	1.6%
Recap Appropriations	74,943	28,648	30,000	4.7%
Prior Year Snow & Ice Deficit	161,163	147,488	300,000	103.4%
Total Expenditures	\$33,440,735	\$34,763,299	\$36,517,504	5.0%
Excess Levy Capacity	365,050	324,829	0	

(a) State Aid & Charges based on Governor's FY2016 Budget Proposal as of 3/4/2013

(b) SBA - State Reimbursement for Chickering after refunding

(c) Comprised of CCC Facilities Upgrades: \$550,000; RSC Capital Items: \$194,931; Police Sick Leave Buyback: \$10,000

(d) Comprised of Conservation Commission Fund Supplement: \$25,000

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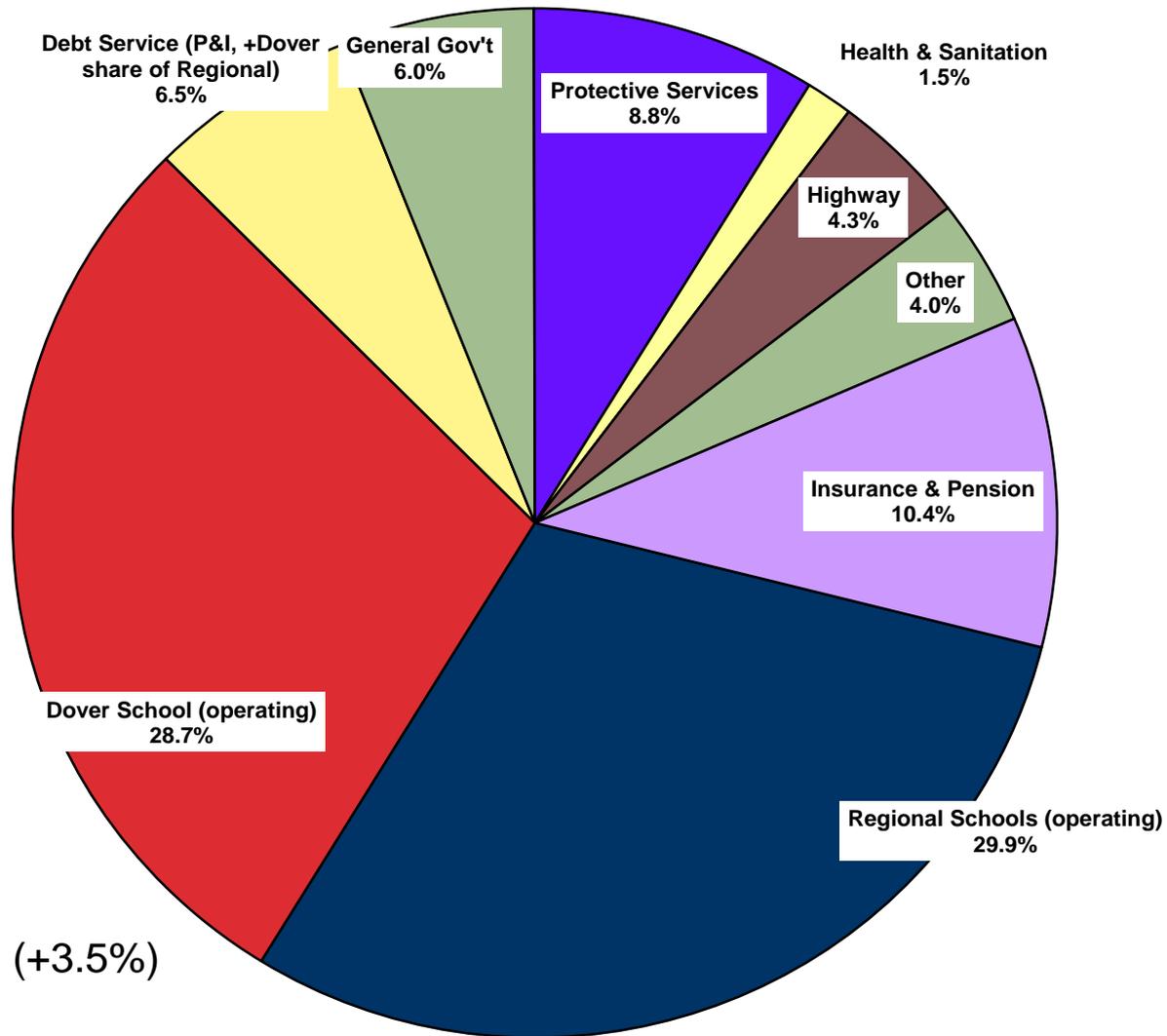
Summary of Spending by Category

ARTICLE 4

DEPARTMENT	FY2012 EXPENDED	FY2013 EXPENDED	FY2014 EXPENDED	FY2015 APPROVED	FY 2016 REQUESTED	FY16/FY15 % CHANGE	\$ Variance
GENERAL GOVERNMENT TOTAL	\$1,583,689.69	\$1,757,115.73	\$1,905,715.61	\$1,986,818.00	\$2,022,757.00	1.8%	\$35,939.00
PROTECTION OF PERSONS AND PROPERTY TOTAL	\$2,602,763.42	\$2,600,627.58	\$2,623,274.74	\$2,875,414.00	\$2,988,262.00	3.9%	\$112,848.00
HEALTH AND SANITATION TOTAL	\$463,472.79	\$453,461.57	\$486,384.42	\$502,505.00	\$493,262.00	(1.8%)	-\$9,243.00
HIGHWAY AND BRIDGES TOTAL	\$1,076,082.06	\$1,406,838.14	\$1,434,478.48	\$1,394,289.00	\$1,438,946.00	3.2%	\$44,657.00
OTHER PUBLIC AGENCIES TOTAL	\$1,069,219.42	\$1,085,048.77	\$1,145,396.36	\$1,217,660.00	\$1,234,738.00	1.4%	\$17,078.00
UNCLASSIFIED SERVICES TOTAL	\$13,502.72	\$12,853.30	\$13,608.23	\$17,459.00	\$17,459.00	0.0%	\$0.00
INSURANCE/PENSIONS TOTAL	\$2,683,142.89	\$2,737,047.68	\$2,711,020.35	\$3,198,965.00	\$3,511,788.00	9.8%	\$312,823.00
SCHOOLS							
600 DOVER SCHOOL OPERATING	7,232,345.32	7,853,494.91	8,680,604.47	9,510,262.00	9,717,545.00	2.2%	207,283.00
601 DOVER'S SHARE REGIONAL -- OPERATING ASSESSMENT	8,775,289.00	9,035,226.00	9,233,970.00	9,609,199.00	10,109,850.00	5.2%	500,651.00
DEBT ASSESSMENT	774,246.00	775,027.00	870,873.00	858,297.00	754,629.00	(12.1%)	-103,668.00
TOTAL	9,549,535.00	9,810,253.00	10,104,843.00	10,467,496.00	10,864,479.00	3.8%	396,983.00
602 MINUTEMAN VOCATIONAL	35,936.00	60,573.00	67,532.00	37,798.00	91,149.00	141.1%	53,351.00
604 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL	0.00	2,000.00	4,000.00	6,000.00	6,000.00	0.0%	0.00
SCHOOLS TOTAL	\$16,817,816.32	\$17,726,320.91	\$18,856,979.47	\$20,021,556.00	\$20,679,173.00	3.3%	\$657,617.00
DEBT & INTEREST TOTAL	\$1,774,223.66	\$1,519,172.65	\$1,475,090.37	\$1,427,600.00	\$1,434,700.00	0.5%	\$7,100.00
TOWN BUDGET GRAND TOTAL	\$28,083,912.97	\$29,298,486.33	\$30,651,948.03	\$32,642,266.00	\$33,821,085.00	3.6%	1,178,819.00

FY16 Article 4 Spending by Category

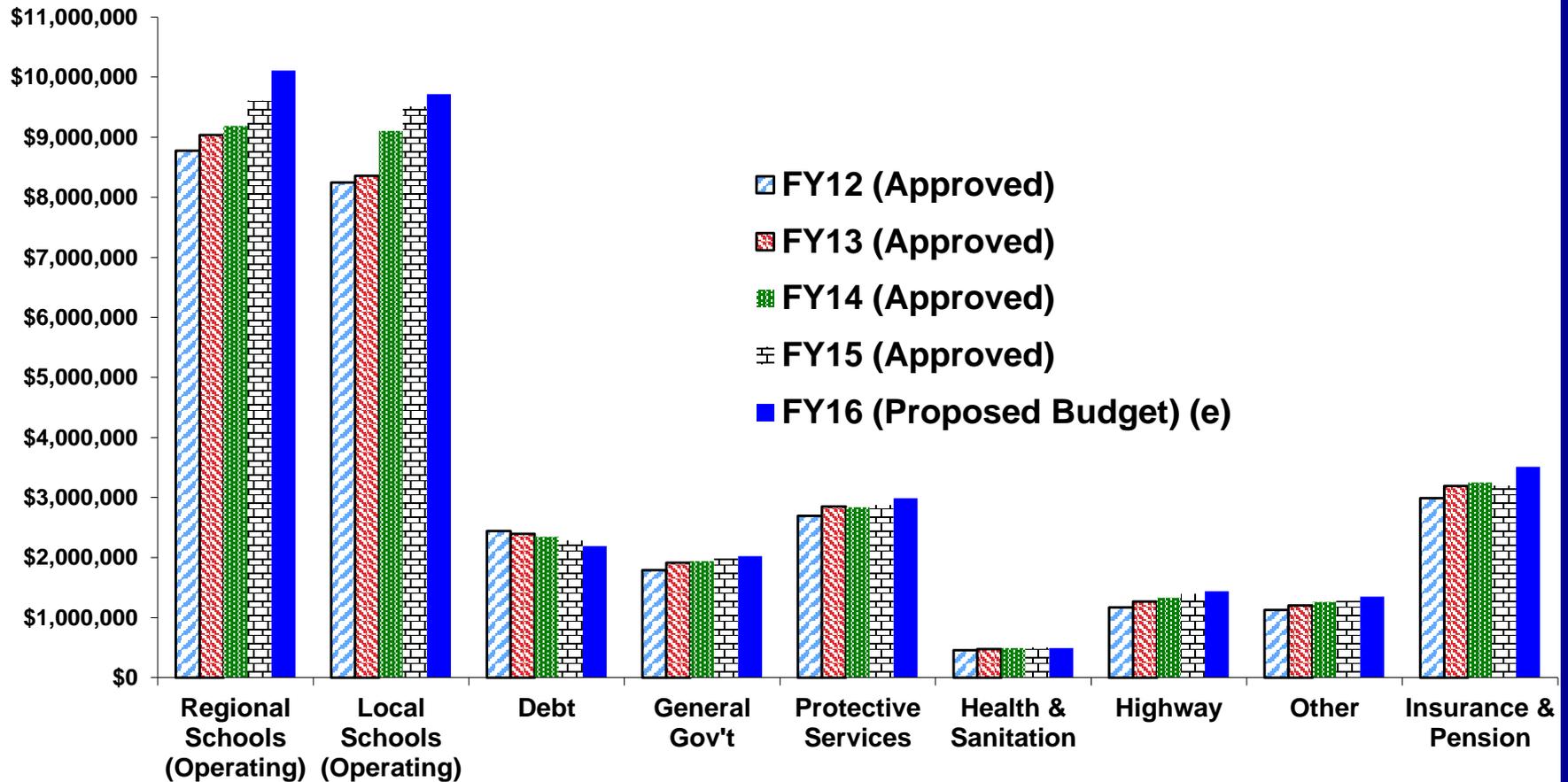
“Debt Service”
includes
Dover’s share
of the Regional
Schools’ debt



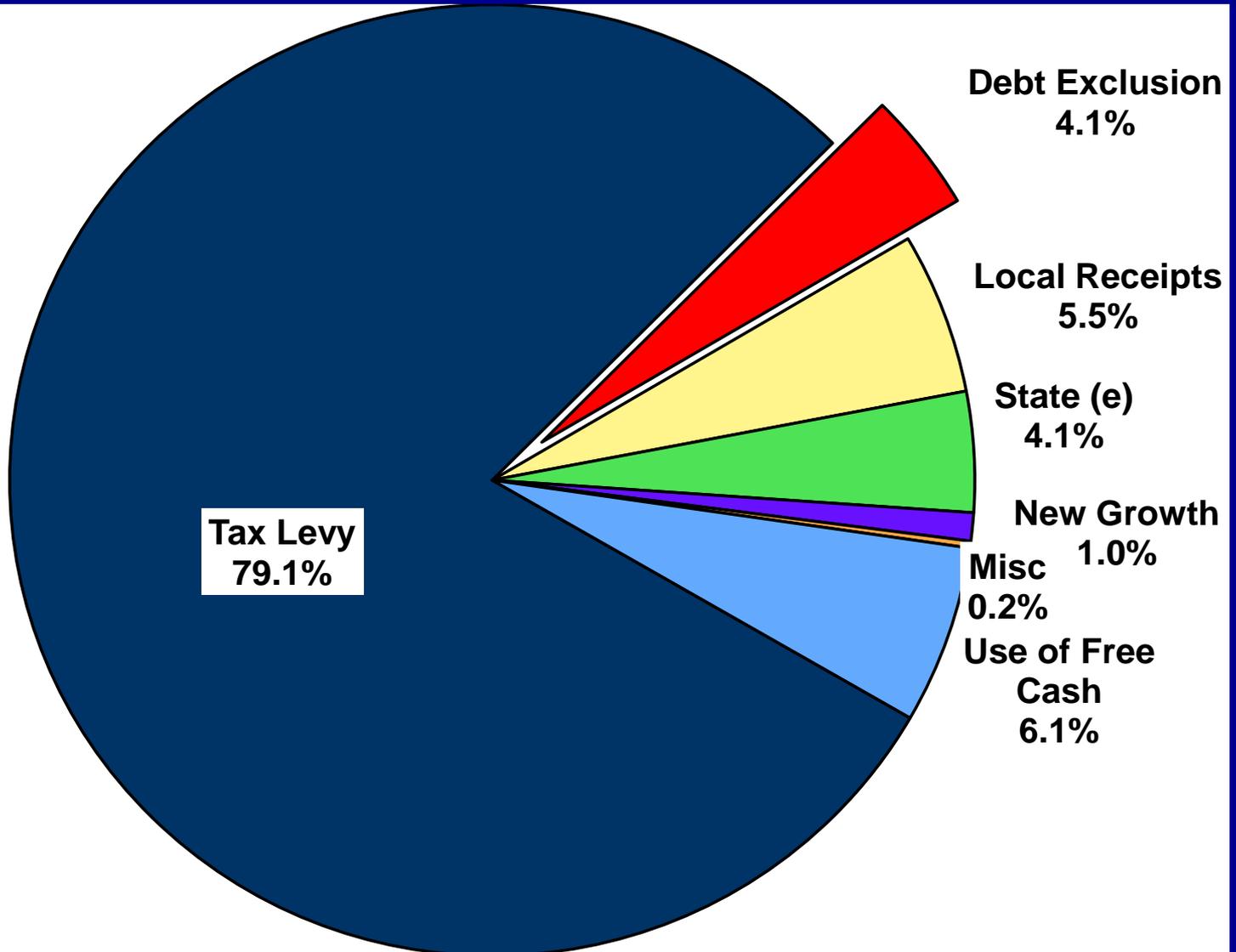
Total \$33.8 M (+3.5%)

FY12-FY16 Article 4

FY12/13	+3.0%	+1.3%	-1.8%	+6.8%	+5.6%	+4.6%	+8.6%	+6.2%	+6.7%
FY13/14	+1.7%	+8.9%	-2.1%	+1.5%	-0.3%	+3.7%	+4.8%	+5.0%	+1.9%
FY14/15	+4.6%	+4.5%	-2.6%	+2.4%	+1.3%	+1.6%	+4.9%	+1.6%	-1.6%
FY15/16	+5.2%	+2.2%	-4.2%	+1.8%	+3.9%	-1.8%	+3.2%	+5.5%	+9.8%



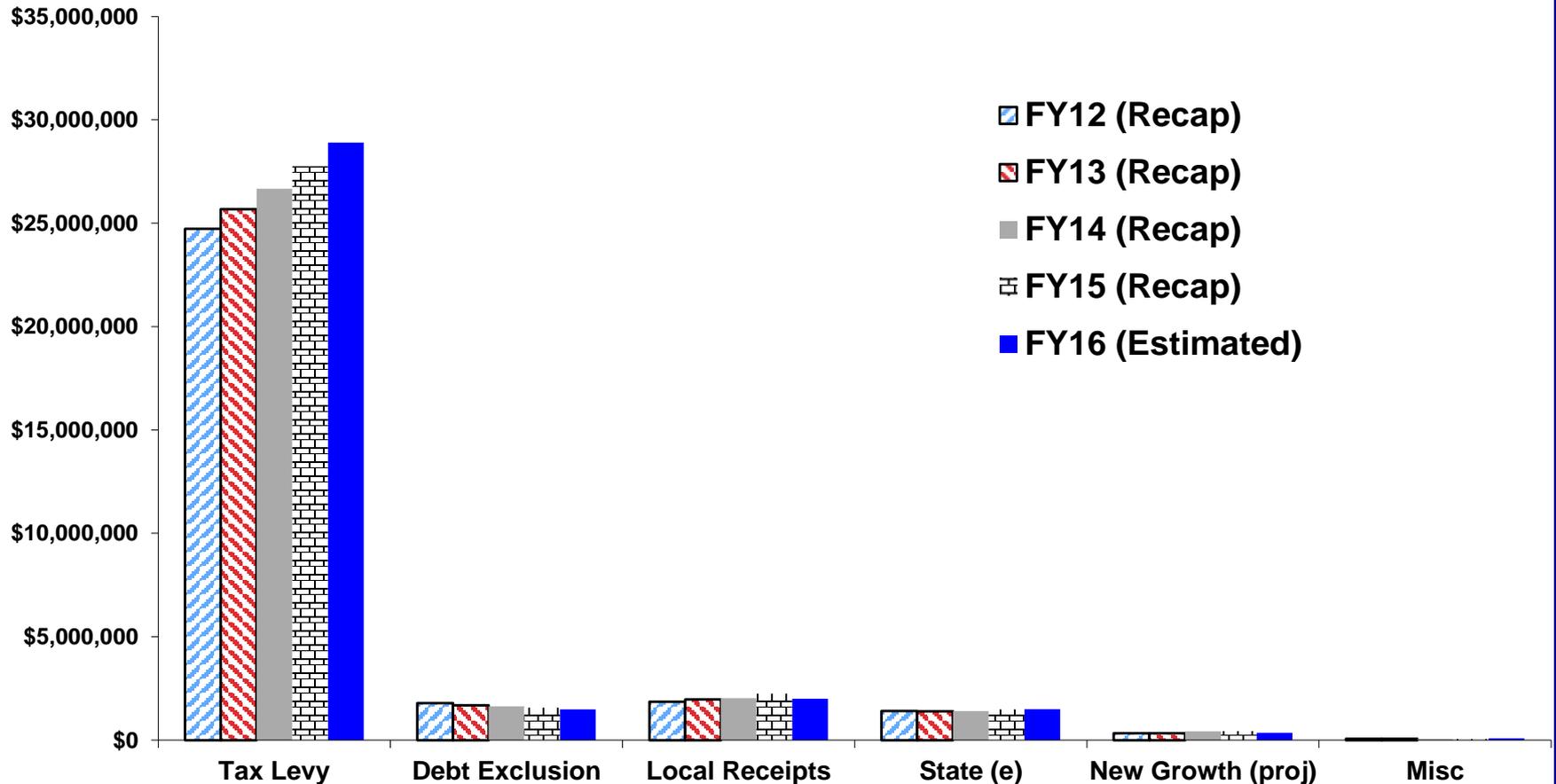
FY16 Estimated Revenue



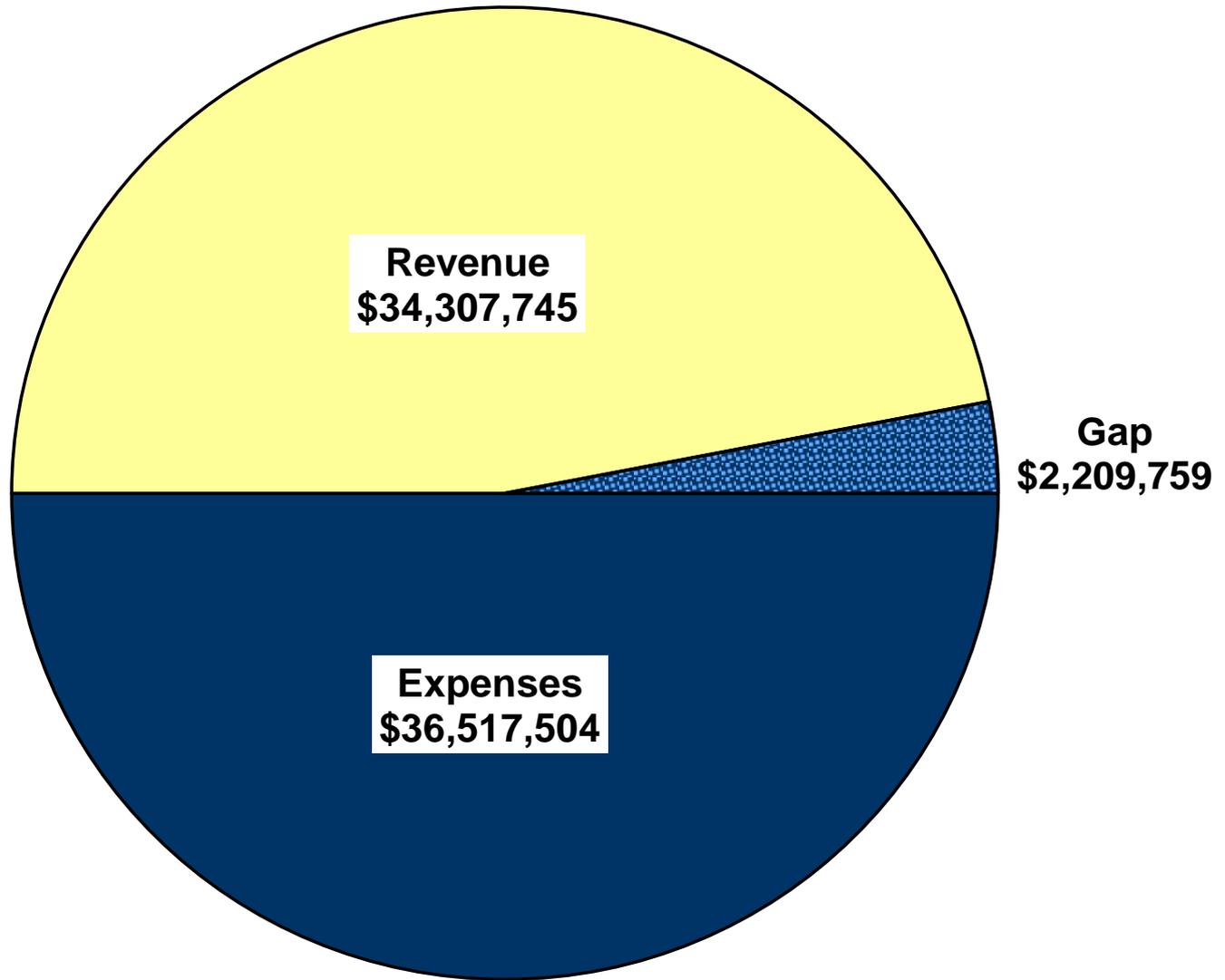
Total \$36.5 M
(+4.0%)

FY12-FY16 Revenue

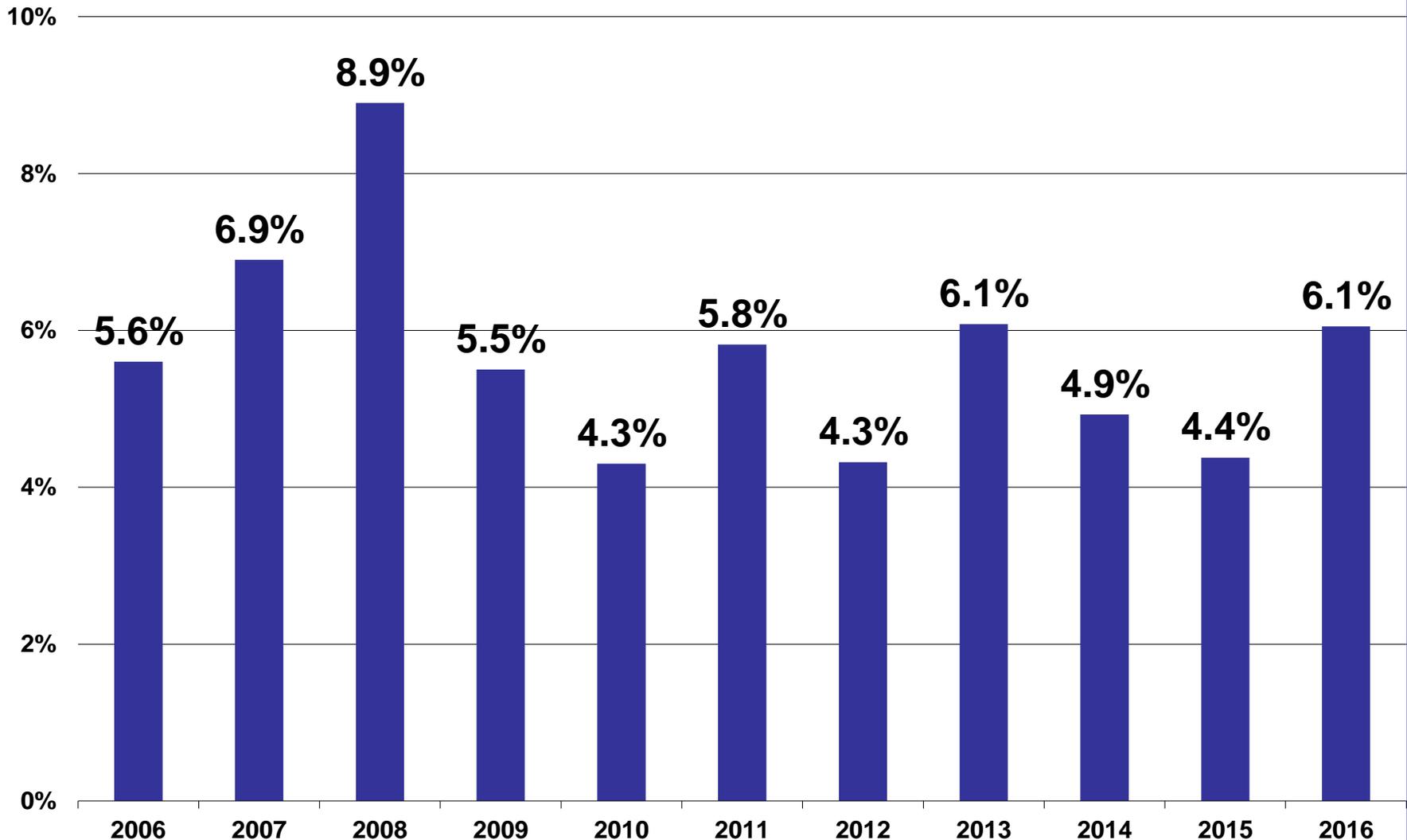
FY12/FY13	+3.9%	-6.5%	+6.1%	-0.9%	+2.1% flat	
FY13/FY14	+3.8%	-2.8%	+2.8%	+1.2%	+24.2% flat	
FY14/FY15	+4.1%	-3.6%	-1.3%	+4.7%	-16.1% flat	
FY15/FY16	+4.1%	-5.7%	-10.8%	+0.9%	-19.0%	+41.4%



Budget Gap FY16



Budget Gap as a Percentage of Expenses



Open Hearing

- Thank you

Dover Public School

FY16 Operating Budget Presentation

March 16, 2015

Dover Public School FY16 Budget Overview

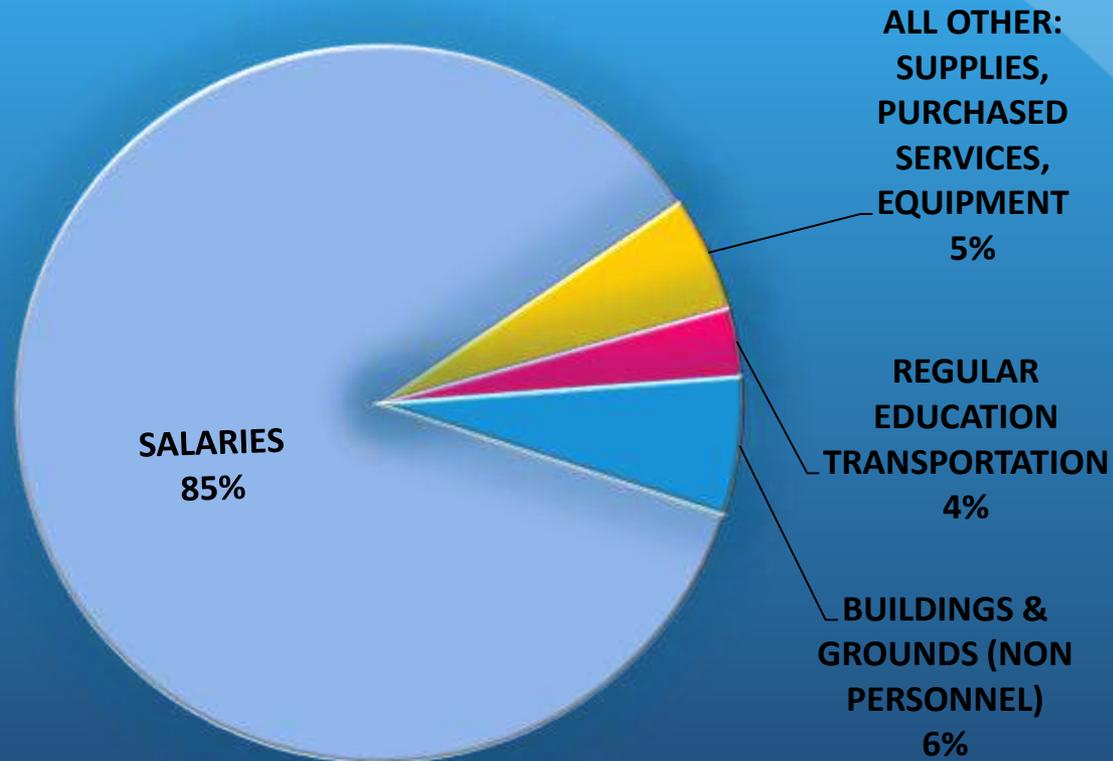
- Budget was approached with:
 - an acute appreciation for the Town's finances
 - consideration of the guidance provided by Dover Warrant
 - a desire to provide level services in line with current enrollment.
- Healthcare costs for school employees are not reflected in this budget. They are included in the overall Town healthcare costs.
- Chapter 70 Revenues of approximately \$700,000 are anticipated to offset FY16 costs to town taxpayers.
- Circuit Breaker reimbursement of approximately \$900,000 will offset FY16 Out of District costs.

Dover Public School FY16 Operating Budget

	FY15 Budget	FY16 Budget	% increase
In-district	\$6,687,089	\$6,550,001	(2.05)%
Out-of-district	\$2,823,173	\$3,167,544	12.20%
Total	\$9,510,262	\$9,717,545	2.18%
Capital	\$98,764	\$82,907	

	<u>FY09</u>	<u>FY16</u>	<u>% CHANGE</u>
ENROLLMENT	584	436	-25.3%
<i>avg class size</i>	<i>20.1</i>	<i>19</i>	
CLASSROOM TEACHERS/SECTIONS	29	23	-20.7%
SPECIALISTS (MUSIC, ART, PE)	5.3	4.3	-18.9%
GENERAL ED TEACHING ASSISTANTS	17	13	-23.5%
SPECIAL ED TEACHERS	8.7	9.1	4.6%
SPECIAL ED TEACHING ASSISTANTS	5	9	80.0%
ADMINISTRATORS	4	2.6	-35.0%
GUIDANCE AND PSYCH	2.6	2	-23.1%
OTHER STAFF (TECH/LITERACY/LIBRARY)	3	3	0.0%
SUPPORT STAFF (ADMIN, NURSE, LIBRARY)	3.9	2	-48.7%
CUSTODIANS	3	2	-33.3%
TRANSPORTATION - BUSES	10	9	-10.0%
TOTAL INDISTRICT OPERATING BUDGET	\$6,018,693	\$6,386,162	6.1%
ADJUSTED FOR 3% ANNUAL INFLATION	\$7,402,233	\$6,386,162	-13.7%
ADJUSTED FOR 2% ANNUAL INFLATION	\$6,913,586	\$6,386,162	-7.6%

Dover Public School FY16 Budget Overview In-District Education Where does the money go?



Dover Public School FY16 Budget Drivers In-District Education

- Overall decrease of 2.05% (\$137,088)
- Decrease of 4.88% excluding costs of new pre-k (\$189,000)
- Estimated enrollment is 436 students with 23 sections
- Reductions made to reflect enrollment and workload
 - Teaching staff of 4.5 FTE - Classroom (2), Special Ed (1), Teaching aide (1), PE/Health (0.3) and Technology (0.2) - salary decreases of \$298,000
- Salary increases of \$189,000
 - 1.6% for teachers at the top of the matrix
 - Average of 4.2% for teachers on the matrix
 - Average of 2% for all other staff

**Dover Public School
FY16 Budget Drivers
In-District Education - Proposed Pre-K Program**

- The proposed FY16 budget includes the creation of an integrated pre-k program to be situated at Chickering.
- The program will educate 15 students and allow for half the class to be special education identified. We have a population of potential special education students to fill these openings.
- Total costs are \$189,000 with offsetting revenue estimated to be \$20,000.
- The costs of placing the special education students in lieu of the new classroom is estimated to be approx. \$240,000.

Dover Public School FY16 Budget Drivers Special Education - Out of District

- Overall increase of 12.20% (\$344,371)
- A free and appropriate education is mandated at both the federal and state levels; however, the mandates are not currently fully funded (Circuit breaker reimbursement)
- Estimating 32 OOD placements (students 3-22 years of age)
- Circuit Breaker Reimbursement
 - Budget numbers are presented gross and do not reflect any state reimbursement.
 - Town is reimbursed a portion of tuition costs for OOD placements. A 75% reimbursement is mandated for cases in excess of approx. \$40,000 (for Dover). Current reimbursement however averages 70-72%.
 - FY16 CB is estimated to be approx. \$900,000.

Dover Public School FY16 Budget Drivers Special Education - Out of District

The Districts have proposed and implemented multiple initiatives in the last several years to keep as many students as appropriate in-district. These include:

- creating specialized classrooms(including an integrated pre-k
- engaging language-based specialist consultants
- developing Response to Intervention (RtI) protocols to earlier identify struggling students and provide support
- reviewing operations at all three districts for potential cost-sharing and efficiencies.

Dover Public School

Please visit our website to view this presentation and the complete FY16 Budget packet.

<http://www.doversherborn.org>

Thank you for your continued support of the education of our children.

Dover-Sherborn Regional Schools

Mission: To inspire, challenge and support all students
as they discover and pursue their full potential

FY16 Open Warrant Meeting

Towns of Dover and Sherborn

March 16 and 21, 2015



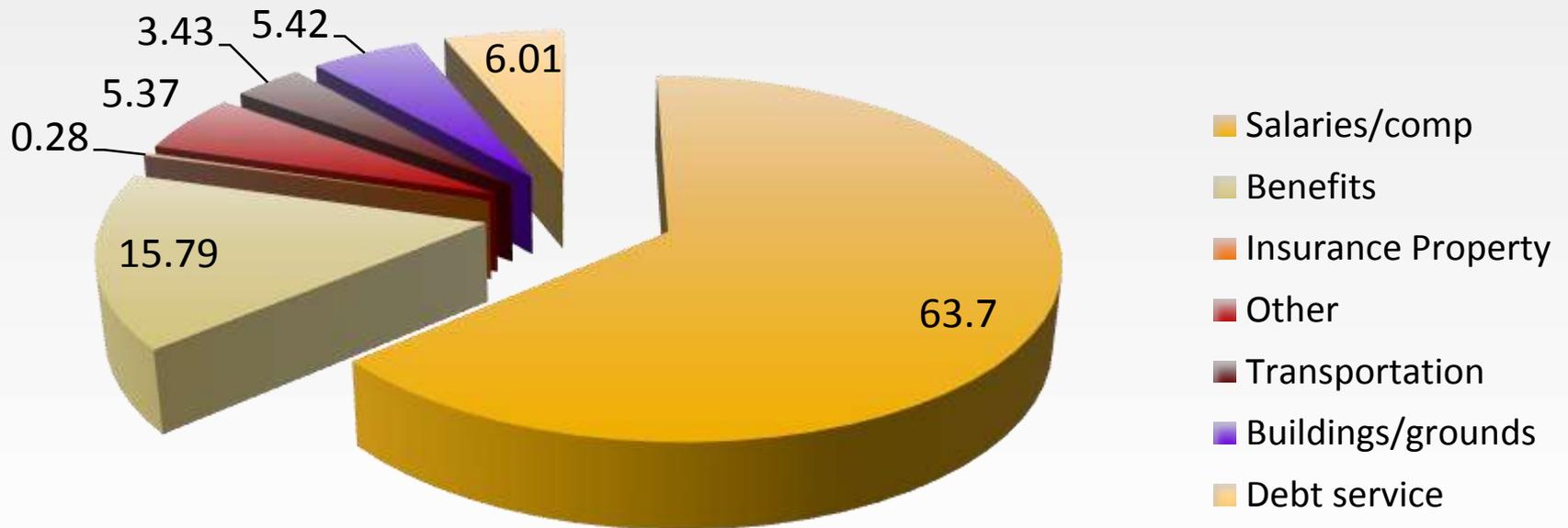
Regional Schools Budget Overview

- FY16 budget was approached with:
 - Appreciation of both towns' finances and fact that legally-constrained property taxes fund 90% of our first-class school system
 - Strong consideration of guidance from DW and SAC
 - Dover: Level-service
 - Sherborn: 1.5% operating + 12% benefit
 - Continuous evaluation of opportunities for enhanced academic experience *and* financial efficiencies across static enrollment
 - Reality of enrollment bubble at Region
 - FY14 = 1171; FY15 = 1181; FY16 (projected) approx 1200
- FY16 Operating Assessments
 - Dover 53.37% (-0.21%); Sherborn 46.63% (+0.21%)



FY16 Proposed Budget

Operating Expense = \$23,036,986
Categories as a % of total





FY16 vs. FY15 Operating Budget

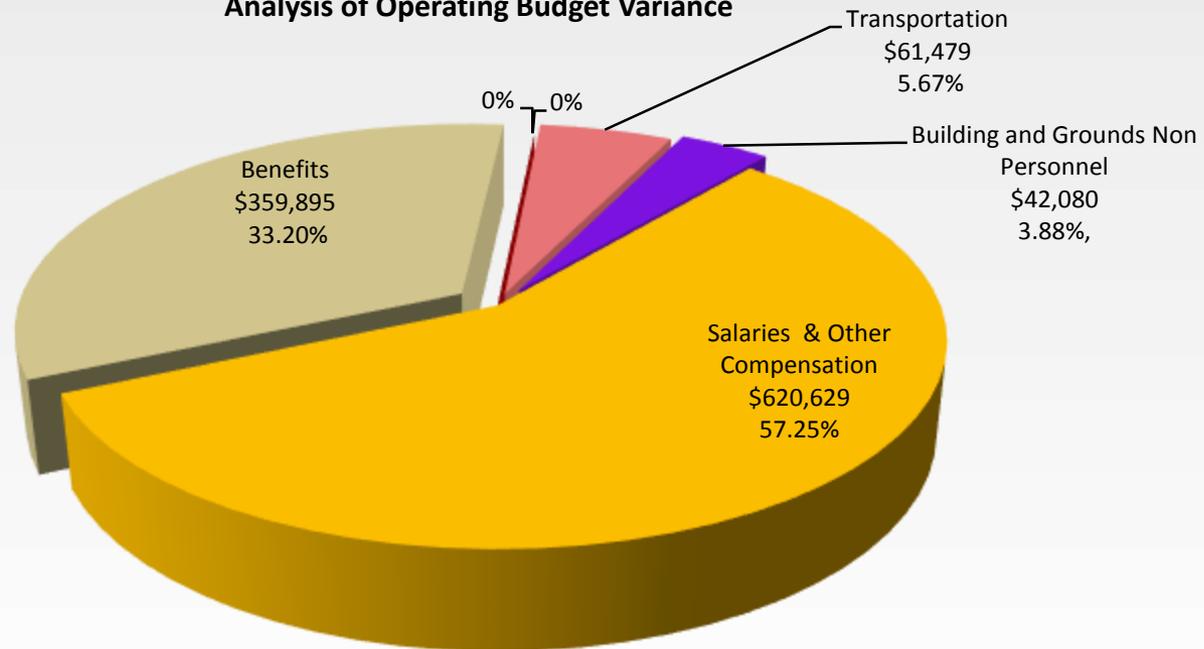
	FY2015 Budget	FY2016 Budget	% variance
Salaries/other compensation	\$13,870,482	\$14,664,513	5.72%
Benefits	3,281,411	3,641,306	10.97%
Property insurance	63,761	63,761	0.00%
Other *	1,412,072	1,238,670	-12.28%
Transportation	730,756	792,235	8.41%
Buildings/grounds	<u>1,208,510</u>	<u>1,250,590</u>	3.48%
Total operating budget	20,566,992	21,651,075	
Debt Service	<u>1,576,882</u>	<u>1,385,911</u>	-12.11%
Total budget	\$22,143,874	\$23,036,986	4.03%

* FY15 "Other" includes contract resolution on salary increases. If FY15 Budget were adjusted for comparison purposes, FY15-FY16 variance for salaries would be 4.42%



Operating Budget Variance

Dover Sherborn Regional Schools FY2016 Analysis of Operating Budget Variance





New FY16 expenses: non-SPED

- **New in-district, non-SPED** related expenses for level-service:
 - 1.0 FTE Math/Science teacher \$ 70,040
 - Qualified Peer Observer (QPO) costs \$ 12,000
 - 0.5 FTE Adjustment Counselor \$ 30,128
 - Business Office transition \$ 10,000
 - Department Chair reconfiguration \$ 5,838
 - Athletics: Six new Assistant Coaches \$ 12,969
 - Athletics: Full inclusion of Winter Track \$ 9,142
 - Total \$ 128,006

0.57% of operating budget
11.8% of FY15-16 variance



FY16 Special Education

- Continued efforts to retain students in-district and return out-of-district students to the district while providing Free and Appropriate Public Education (“FAPE”)
- In-house HS/MS programs supporting these efforts:
 - Special Educators with training in specific reading programs
 - Support of Education Assistants
 - Language Based programming
 - Support of School Psychologists/Adjustment Counselors
 - Modification of content/materials for students
 - Small group or skills level classes
 - Individualized ELA and Math
 - Consultation with experts in various fields as needed



New FY16 expenses: SPED-related

- **New in-district SPED-related expenses:**

- Tier 3 Education Assistant HS	\$ 36,694
- Tier 3 Education Assistant MS	\$ 36,694
- Teacher of the visually impaired	\$ 60,255 (from Chickering)
- Contracted Services (including mobility instructor services)	\$ 11,000 (from Chickering)
- MS Tutoring	\$ 3,500
- HS Tutoring	\$ 3,500
- Increase in IEP services for IEPs	\$ 9,847
- MS SPED classroom equipment	<u>\$ 13,643</u>
Total	\$175,133

0.77% of operating budget

16.1% of FY15-FY16 op variance



Other notables

- Transportation bid lower than anticipated
- Bond refinancing drops capital assessment 12.1% FY15->FY16
 - Dover: \$858,297->\$754,629 or (\$103,668)
 - Sherborn: \$718,585->\$631,282 or (\$87,303)
 - Total: \$1,576,882->\$1,385,911 or (\$190,971)
- Does not reflect any OPEB contribution beyond Pay-as-you-Go
 - Goal to begin exploration of OPEB trust by both towns



FY16 Revenue Sources

- State Aid Chapter 70
 - FY16 calculated on FY15 figure. Currently reflects an increase of \$190,246 over prior year which appears to be safe in Governor One budget.
- State Aid Chapter 71 – Regional transportation
 - FY16 calculated on FY15 figure which was cut to FY14 level, including \$128,373 of revenue no longer available from the state due to 9C cuts.
- Excess & Deficiency (E&D)
 - \$500K, same as FY15
- Fees (activity, athletic, miscellaneous)
 - Up \$15,000 or 4.0%
- Grants
- Assessments to Dover and Sherborn

RSC Capital



FY16 Capital

- Current FY16 Capital request = \$358,000
- Projects:

Painting walls/ceilings	\$75,980
Flooring	\$71,771
Exterior LED lighting upgrade	\$45,000
Second water well	\$40,000
Gym floors	\$38,436
Gym dividers	\$27,239
Surface repair	\$20,419
Security upgrade	\$15,614
Emergency generator recommissioning	\$12,611
Site lighting	\$10,930
- Assessment by town
 - Dover@ 54.45% = \$194,931
 - Sherborn @ 45.55% = \$163,069
- Inter-municipal Agreement (IMA) for town-choice in payment

Open Hearing Presentation
March 16, 2015

Capital Budget Committee

Capital Budget - Overview

	FY 16	FY 17	FY 18	FY 19	FY 20
Dept. Requests	448,171	339,190	210,983	269,524	317,848
Requests ≥ \$100k	321,950	165,000	120,000	150,000	300,000
Article 5 Totals	\$770,121	\$504,190	\$330,983	\$419,524	\$617,848
CCC Capital Articles	\$550,000	0	450,000	0	1,300,000
Town House – Roof				\$600,000	
Total Requests	\$1,320,121	\$504,190	\$780,983	\$1,019,524	\$1,917,848

2015 Capital Requests

Specific Requests

- Fire and Ambulance
 - *Powered Ambulance Stretcher* \$ 19,949
- Highway
 - *Sidewalk plow/brush machine* \$171,950
 - *One ton truck with plow* \$ 56,640
 - *Slide-in sander* \$ 22,975
- Park and Recreation
 - *Utility Vehicle* \$ 21,000

Specific Requests

- Police Department
 - *Patrol Vehicles* \$83,000
 - *Dress Uniforms* \$19,000
 - *Message/Speed Board* \$17,700

- Dover School Committee
 - *Facilities Maintenance* \$63,862
 - *Securities Enhancements* \$34,995
 - *Floor Scrubber* \$12,477
 - *Gym Curtain Divider* \$16,360

Specific Requests

- Dover School Committee (cont.)
 - *Technology* \$19,075
 - 25 Lenovo Chromebooks \$ 11,475
 - 8 HP Pro Book Laptops with docking stations \$ 7,600
- Board of Selectmen
 - *Library: Replacement of upper level carpeting* \$ 73,000
 - *Library: Painting of the interior* \$ 52,000
 - *Protective Agencies Bldg: repair and painting of the apparatus floor* \$ 150,000

Specific Articles

- Article 11

- *Caryl Community Center: Facilities Upgrade* \$550,000

- Extensively renovate 4 bathrooms (2 on each floor); repurpose some of the space for COA storage
 - Meet the needs of the town departments, community tenants and other community users
 - Improve the building's infrastructure to be consistent with other Dover public buildings. (2 additional projects planned)

- Article 14

- *Dover Sherborn Regional School Committee* \$358,000 *

- Provide funding for several critical projects identified by the RSC. Dover's allocation is \$194,931 (54.45%) of the total.

Caryl Community Center Facilities Upgrade Plan

Town Meeting 2015
Article 11

Background

2002: BOS assumes responsibility for the care of the former Caryl School

- BOS creates Caryl Management Advisory Committee (CMAC) to advise on operations and management as well as capital planning
- Initial goal is to make repairs only when necessary, pending decision on permanent solution for the building

2003: Deferred Maintenance Study provides prioritized list of needed repairs/costs needed

2005: Committee to Study the Future of the Caryl School studies possible outcomes and uses, surveys Town residents

2006: Dover Community Center Building Commt completes Preliminary Design Study, estimated cost of \$18.5M for new, deemed too costly, not put to voters

Background cont'd

- 2007:** Town Meeting voters approve roof and drainage repairs, first of several major capital outlays to fix two decades of neglect
Building Committee is enlarged, expands scope of studying the best use for Caryl, reaches similar conclusion re program and space needs; no action taken
- 2008:** Voters approve masonry repairs to seal building exterior and protect interior improvements underway
- 2009:** Voters approve additional roof and hip roof rafters to restore structural integrity
- 2009:** BOS renames building the Caryl Community Center to reflect its actual use
- 2011:** Underground oil tanks replaced

Background cont'd

The studies and Town Meeting votes of the last 10 years indicate strong support for:

- * Continued use of the Caryl facility as a community center
- * Maintaining and repairing the facility
- * Making necessary major repairs
- * Updating mechanical systems and bringing the building up to code

Major Capital Expenditures Since 2002

Roof	\$347,567
Masonry, Hip Rafters	\$220,867
Oil Tanks	<u>\$172,515</u>
Total	\$740,949

Current Usage

Two Town Departments:

Park and Recreation Dept	7,990 sf	28%
Council on Aging	4,084 sf	14%

Three Tenants with dedicated space:

Center for Devel of Children	5,928 sf	21%
Erin's School of Dance	2,040 sf	7%
Parent Talk	1,800 sf	6%

Other community, short term rentals	7,056 sf	25%
	-----	-----
Totals	28,898 sf	100%

- Building interior is 32,801sf, difference is common area, stairways, bathrooms, etc.
- Fiscal 2016 Operating Budget is \$105,684 and Building Maint Budget is \$35,000 with revenues from three tenants of \$100,874,

BOS Vision for Long-Term Use of CCC

- BOS views CCC as a valuable Town asset and is committed to upgrading and maintaining the building in accordance with standards applied to other Town-owned properties
- Facilities Upgrade Plan addresses long-neglected systems and repairs needed to make CCC more functional, efficient, and acceptable to users
- Plan addresses three major areas:
 - * Renovation of four original multi-fixture toilet rooms (1930's)
 - * Replacement of two original heating boilers (1930's)
 - * Replacement of HVAC controls and supply system

Renovation of Four Multi-Fixture Toilet Rooms

Mills Whitaker Architect's report of February 2014 identifies the following issues:

- * Aging systems and awkward configurations
- * Non-functioning exhaust systems
- * Lack of handicap accessibility compliance

- Recommendation: full rehabilitation, as a single project, to capture cost efficiencies
- Estimated cost of \$550,000

Condition of these bathroom facilities does not meet the level of acceptability for the BOS or any user of the building

Estimated Costs

General requirements, supervision, temp. facilities, project mgmt	\$77,000
Demolition: remove walls, fixtures, ceilings, asbestos	\$13,000
Materials, concrete, metal, wood, etc.	\$53,000
Finishes: tile, paint, drywall	\$52,950
Toilet accessories, partitions, signage	\$21,700
Plumbing, lavs, faucets, toilets, piping, urinals	\$64,020
Heating, exhaust fans, controls	\$31,870
Electrical	<u>\$31,500</u>
Subtotal	\$345,040
Insurance, bonding	\$34,504
Costs contingency	\$100,817
Architectural, engineering	<u>\$63,100</u>
Subtotal	\$198,421
Total	<u>\$543,461</u>
Round to	<u>\$550,000</u>







Replacement of Heating Boilers

- Forte Engineering report of October 2014 cites:
 - Age and condition of current boilers
 - Manually alternating boiler operation, enabling boilers to last well beyond expected life span
 - Newer, more efficient boilers will realize a minimum of 15% reduction in fuel consumption
- Recommendation: replacement as soon as possible
- Estimated cost: \$450,000
- BOS studying best way to finance, expect earliest start date would be FY18

Replacement of HVAC Control Systems

- Forte Engineering's report of October 2014 cites:
 - Poorly functioning system, constant maintenance
 - Outdated ventilation equipment
 - Inadequate to provide efficiencies, comfort, air quality
- Recommendation: Replace HVAC system and boilers in single project to realize financial efficiencies. All equipment would be same "generation" for maintenance and compatibility
- Estimated cost: \$1,300,000
- BOS studying best way to finance, expect earliest start date would be FY18

Summary

- CCC an important Town asset, its structural integrity restored with voter approval at previous Town Meetings
- CCC is vital to the community: serves all ages, provides space for essential programs and services, space not available elsewhere in Town
- Improvements proposed in Plan are essential to the functionality of CCC
- Estimated costs: greater than recent capital projects, but significantly less than the more comprehensive solutions contemplated 8 years ago
- BOS is committed to preserving and maintaining the CCC for the safety and comfort of its multi generational users, at the standard applied to other Town-owned facilities, at a level commonly considered acceptable by Dover residents

Minuteman Regional School



- **ARTICLE 15: AMENDED REGIONAL AGREEMENT**
- **ARTICLE 16: WITHDRAWAL**
- **ARTICLE 17: TERMS OF IGA**

Background



Dover is one of 16 Towns in the Minuteman Region

Historically Dover sends between 1 & 3 students per year

The existing facility needs to be renovated or replaced

The pending capital project is the catalyst for the need for an amended Regional Agreement

Amended Regional Agreement



CURRENT

- 16 member region – 1 vote per member
- Withdrawal requires 100% of vote
- Capital assessed at 5 student minimum
- Assessment formula is enrollment based with the exception of capital

NEW

- 16 member region – vote based upon enrollment
- Withdrawal requires action by majority of vote
- Capital assessed at 5 students minimum
- Assessment formula is based on “wealth factor” & enrollment – capital is based on 5 students

Proposed Capital Project



	RENOVATION	RENOVATION/ ADDITION	NEW BUILDING
Cost	\$176.5 M	\$175.3 M	\$144.9M
District Share	\$105.9M	\$105.2M	\$86.9M
Annual Debt	\$5.8M	\$5.7M	\$4.7M

Repairs	With Ed. Changes	No Ed. Changes
Cost	\$198.4M	\$100.4M
District Share	\$198.4M	\$100.4M
Annual Debt	\$19.8M	\$10.0M

Estimated Dover Cost for Capital Project



	CURRENT	NEW
Renovation	\$50,435	\$112,513
Renovation & addition	\$50,128	\$111,788
New building & demo	\$42,245	\$93,179
Repairs with educational improvements	\$161,914	*
Repairs no educational improvements	\$84,308	*

NEW AGREEMENT IS PUNITIVE FOR DOVER

* - assumes this option is only applicable to current agreement

Our Options



YES for New Agreement

- Exit the Region
- Enter into an IMA with the region or pay market price for a vocational option
- RISK: we cannot get out — capital costs are punitive

NO for New Agreement

- No exit from Region
- Cost for membership will increase due to capital improvements that are needed

Status



- Currently 10 Towns in Region have voted YES for new Agreement
- 5 Towns including Dover are undecided; 1 Town voted **NO**
- ALL Towns must vote **YES** for new Agreement to **PASS**
- At this time we are still waiting for information and we do not have a recommendation

Withdrawal



- If we vote YES for the new agreement 🚩 we will request a vote for withdrawal
- Why?
 - ✓ New Agreement share of cost is punitive
 - ✓ We do not foresee sending more than 1 or 2 students to Minuteman in the near future
 - ✓ DSHS students will have the option to attend other vocational institutions for the programs they are interested in pursuing

IGA



- In the event of withdrawal we will negotiate an IMA with Minuteman
- Terms we are looking for:
 - ✓ Placement of up to 3 students with membership fee
 - ✓ Negotiated “facility fee” to cover capital expenses