

# Understanding Orleans Capital Improvement Plan (CIP) and Long Range Capital Plan (LRCP)

Orleans Citizens Forum

Thursday, January 25, 2024, 5:00 p.m. to 6:30 p.m.

Orleans Senior Center, 150 Rock Harbor Road





# PRESENTERS

## Moderator

Alan McClennen

## Speakers

Kim Newman, Town Manager

John Ostman, LRCPC Clerk

Scott Walker, Treasurer

Mihaela Miteva, Project &  
Procurement Director



# What is a Capital Improvement Plan (CIP)?





# Capital Improvement Plan (CIP):



Designed to meet Town needs (over \$25k) and to implement goals & objectives of Orleans Comprehensive Plan



The CIP includes all proposed projects for a Five-Year period, subject to annual review



A 5-Year CIP is prepared annually by the Town Manager



# Capital Improvement Plan (CIP):

CIP includes land acquisitions, buildings and improvements, machinery and equipment, vehicles, and infrastructure

Proposed project financing may involve bonding (borrowing), reserve funds (stabilization), or other available funds (free cash, grants, special revenue)





# DRAFT FY 26-FY30 CIP

TOWN OF ORLEANS CAPITAL IMPROVEMENT PLAN		Funding Source	FY25	FY26	FY27	FY28	FY29	FY30
Department Project Name			Adopted	Requested	Projected	Projected	Projected	Projected
<b>GENERAL GOVERNMENT</b>								
TH Vehicles & Equipment Total	V&E Stabilization Fund	\$ 78,000.00	\$ 87,000.00	\$ 95,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00
Broadcast Equipment (CATV Fees)	Non- Stab Equipment	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00
Building	Debt Exclusion	\$ 350,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
TH Building Improvements Total	Buildings Stab Fund	\$ 85,000.00	\$ 100,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
<b>TOTAL General Government</b>		\$ 616,700.00	\$ 405,700.00	\$ 213,700.00	\$ 411,700.00	\$ 411,700.00	\$ 411,700.00	\$ 151,700.00
<b>PUBLIC SAFETY</b>								
<b>POLICE</b>								
Police Fleet and Durable Equipment	V&E Stabilization Fund	\$ -	\$ 179,000.00	\$ 169,000.00	\$ 174,000.00	\$ 179,000.00	\$ 184,000.00	\$ 184,000.00
Police Station Exterior Painting	Buildings Stab Fund		\$ 25,000.00					
Record Management System					\$ 100,000.00			
<b>Subtotal Police</b>		\$ -	\$ 204,000.00	\$ 169,000.00	\$ 174,000.00	\$ 179,000.00	\$ 184,000.00	\$ 184,000.00
<b>FIRE &amp; RESCUE</b>								
Fire Dept Fleet and Equipment	V&E Stabilization Fund	\$ 33,000.00	\$ 218,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Aerial/Ladder Truck Repl )	Debt Exclusion							
Ambulance 174 Replacement	Ambulance Reserves					\$ 480,000.00		
Cardiac Monitor Replacement	Non-Stab Equipment		\$ 175,000.00					
CPR Chest Compressions Machine Replacement	Non-Stab Equipment		\$ 105,000.00	\$ 105,000.00				
New Fire Station Design	Debt Exclusion	\$ 3,000,000.00						
New Fire Station Construction	Debt Exclusion		\$ 30,000,000.00					
<b>Subtotal Fire</b>		\$ 3,033,000.00	\$ 30,498,000.00	\$ 105,000.00	\$ -	\$ 480,000.00	\$ -	\$ -
<b>Subtotal Other Public Safety Services</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL Public Safety</b>		\$ 3,033,000.00	\$ 30,702,000.00	\$ 274,000.00	\$ 174,000.00	\$ 659,000.00	\$ 184,000.00	\$ 184,000.00
<b>SCHOOLS</b>								
<b>ORLEANS ELEMENTARY SCHOOL</b>								
Technology Improvements (Raise & Appropriate)	Non-Stab Fund Equip	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Classroom Sinks Repl/Renovate 1956's Restrooms Design	Debt Exclusion							
New OES Building								
<b>NAUSET PUBLIC SCHOOLS</b>								
<b>TOTAL Education</b>		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
<b>DEPARTMENT OF PUBLIC WORKS</b>								
<b>Roads</b>								
Pavement Management Program	Stabilization Fund	\$ 413,543.00	\$ 423,881.00	\$ 434,478.00	\$ 445,340.00	\$ 456,474.00	\$ 467,886.00	\$ 467,886.00
Main Street & Tonset Road Design	Debt Exclusion	\$ 300,000.00						
Old Colony Way Design	Debt Exclusion							
<b>CWRMP Implementation</b>								
Planning, Design, Construction & Adaptive Mgmt. Activities	Debt Exclusion							
Debris Design	Debt Exclusion			\$ 111,700.00				



# DRAFT FY 26-FY30 CIP

Final Design	Debt Exclusion	\$ 1,782,300.00			\$ 333,200.00	\$ 106,700.00	
Construction	Debt Exclusion		\$ 31,716,100.00			\$ 8,275,500.00	
PRB's Design & Impl	Debt Exclusion			\$ 9,077,500.00	\$ 6,644,000.00	\$ 2,905,500.00	
<b>DPW &amp; NR VEHICLES &amp; EQUIPMENT</b>							
DPW & NR Vehicles and Equipment Total	V&E Stabilization Fund	\$ 597,300.00	\$ 779,000.00	\$ 387,600.00	\$ 168,000.00	\$ 61,700.00	\$ 374,000.00
<b>Water</b>							
Water Quality Drainage Improvements	Water Stabilization Fund	\$ 206,759.00	\$ 211,928.00	\$ 217,226.00	\$ 222,656.00	\$ 228,223.00	\$ 233,929.00
Water Department Asset Management Plan	Water Reserves/Grant	\$ 100,000.00					
WTP Prefilter Replacement Engineering	Debt						
WTP Prefilter Replacement	Debt		\$ 350,000.00				
WTP Air Handling Repl/Solar Panels	Debt		\$ 250,000.00	\$ 4,000,000.00			
Water Dept - Access Rd Improv. Design	Water Enterprise				\$ 75,000.00		
Water Dept - Access Rd Improv. Construction	Debt					\$ 375,000.00	
WTP Header & Piping Replacement	Debt						\$ 500,000.00
Water Storage Tanks Rehabilitation Design	Debt	\$ 250,000.00					
Pump Stations Repairs (Well Cleaning)	Non-Stab Fund Equipment	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
Water Main Installation / Replacement	Non-Stab Fund Equipment	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
Technology Improvements	Non-Stab Fund Equipment	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
Building Repairs/Maintenance (Pump Stations)	Non-Stab Fund Equipment	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Water Meter Replacement Program	Non-Stab Fund Equipment	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	
Water Storage Tanks Rehab	Debt	\$ 70,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 165,000.00	
<b>Natural Resources Beaches, Harbor and Landings</b>							
NB Retreat and Facility Relocation Project at Main Parking Lot							
NB Mobile Buildings Conceptual Design Study	Debt Exclusion			\$ 50,000.00			
NB Mobile Buildings Final Design	Debt Exclusion				\$ 300,000.00		
NB Mobile Buildings Construction	Debt Exclusion					\$ 3,000,000.00	
NB Hubler Motel	Debt Exclusion						
<b>SB Gavigan Cottages/Seasonal Housing Replacement</b>	Debt						
SB Gavigan Cottages Conceptual Design Study	Debt Exclusion		\$ 100,000.00				
SB Gavigan Cottages Final Design	Debt Exclusion			\$ 250,000.00			
SB Septic System Pump Replacement	Non-Stab Fund Equipment		\$ 20,000.00	\$ 20,000.00			
SB Gavigan Cottages Construction	Debt Exclusion				\$ 2,500,000.00		
Nauset Estuary Dredging Project Constr.- Inner/Outer Channel	Debt Exclusion						
Pilgrim Lake Fish Ladder - Permitting & Construction	Debt Exclusion						
Pleasant Bay Maintenance Dredging Project Construction	Debt Exclusion						
Rock Harbor Floating Docks Repl	Non-Stab Fund Equip	\$ 115,000.00		\$ 285,000.00			
Rock Harbor (Timber/Commercial/Loading Dock) Constr.	Debt Exclusion	\$ 7,300,000.00					
Rock Harbor Fuel Tanks Constr.	Debt Exclusion						
Rock Harbor Maintenance Dredging Project Construction	Debt Exclusion						
Town Cove Bulkhead Repl - Construction	Debt Exclusion		\$ 1,900,000.00				
Veterans Memorial Park Project	Debt Exclusion	\$ 200,000.00					



# DRAFT FY 26-FY30 CIP

<b>Properties - Acquisition and Disposition</b>							
66 & 76 Route 6A Building Demolition and Site Restoration	Debt Exclusion	\$ 2,000,000.00					
General Municipal Purchases	Debt Exclusion						
<b>Buildings &amp; Facilities</b>							
DPW & NR Building & Facilities Improvements	Buildings Stab Fund	\$ 55,000.00	\$ 100,000.00	\$ 150,000.00	\$ 120,000.00	\$ 120,000.00	\$ -
Beaches Operations	Beach Enterprise Fund	\$ 35,000.00		\$ 520,000.00			
Water Department Improv	Water Fees	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
Rock Harbor Boat Basin Operations	RH Enterprise Fund	\$ 115,000.00		\$ 285,000.00			
<b>DPW &amp; NR Non Stab Fund Vehicles and Durable Equipment</b>							
Beach Operations	Beach Enterprise Fund	\$ 83,650.00	\$ 7,800.00	\$ 27,000.00	\$ 70,000.00	\$ 124,000.00	\$ 98,000.00
DPW/NR Replace Catch Basin Cleaner	Debt Exclusion	\$ 250,000.00					
DPW/NR Replace Streetsweeper	Debt Exclusion		\$ 275,000.00				
Transfer Station Operations (Enterprise Fund)	TS Enterprise Fund	\$ 113,000.00		\$ 220,000.00	\$ 150,000.00		
Water Department - Vehicles & Equipment	Water Reserves/Grant	\$ 76,000.00	\$ 40,000.00	\$ 67,000.00	\$ 150,000.00	\$ 200,000.00	\$ 60,000.00
Beaches Safety Equipment Autom defibrilators, hc chairs, safety m	Beach Enterprise Fund	\$ 27,500.00					
<b>TOTAL Public Works</b>		\$ 14,863,102.00	\$ 37,257,709.00	\$ 17,645,104.00	\$ 11,671,196.00	\$ 16,419,797.00	\$ 2,162,815.00
<b>HEALTH &amp; HUMAN SERVICES</b>			\$ -	\$ -	\$ -	\$ -	\$ -
COA Building Improvements	Buildings Stab Fund	\$ 210,000.00	\$ 125,000.00	\$ 200,000.00	\$ -	\$ -	\$ -
New COA Building							
<b>TOTAL Health &amp; Human Services</b>		\$ 210,000.00	\$ 125,000.00	\$ 200,000.00	\$ -	\$ -	\$ -
<b>CULTURE &amp; RECREATION</b>							
New Library Building Feasibility Study	Free Cash						
New Library Building Feasibility Study	Library Trust Fund						
New Library Building Design Grant Share	Debt Exclusion	\$ 150,000.00					
New Library Building Design	Debt Exclusion		\$ 2,650,000.00				
New Library Building Construction	Debt Exclusion			\$ 26,000,000.00			
Band Stand Design/Plans/Specs	CPA	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
44 Main St Renovation	Debt Exclusion		\$ 4,000,000.00				
<b>TOTAL Culture &amp; Recreation</b>		\$ 225,000.00	\$ 6,650,000.00	\$ 26,000,000.00	\$ -	\$ -	\$ -
<b>TOTAL Capital Budget</b>		\$ 18,977,802.00	\$ 75,170,409.00	\$ 44,362,804.00	\$ 12,286,896.00	\$ 17,520,497.00	\$ 2,528,515.00
<b>Funding: Raise &amp; appropriate</b>			\$ -	\$ -	\$ -	\$ -	\$ -
Free cash		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Stabilization Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stab Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle and Equipment Stab Fund		\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00
Buildings and Facilities Stab Fund		\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00





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# CIP Funding

<b>Funding</b>	Raise & appropriate
	Free cash
	General Stabilization Fund
	Stab Fund
	Vehicle and Equipment Stab Fund
	Buildings and Facilities Stab Fund
	Beach Enterprise Fund
	RH Enterprise Fund
	Transfer Station Enterprise Fund
	Water Fees Fund
	Overlay surplus
	Borrowing / Debt
	Lease
	Grant
	CPA
	Chapter 90
	Other
<b>Total Funding Sources</b>	
<b>Difference: General Fund Capital and Funding</b>	

		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00	\$ 450,000.00
	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00
		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 115,000.00	\$ -	\$ 285,000.00	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00	\$ 135,000.00
	\$ 279,866.00	\$ 279,000.00	\$ 279,000.00	\$ 279,000.00	\$ 279,000.00	\$ 279,000.00
		\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 929,866.00	\$ 1,269,000.00	\$ 1,554,000.00	\$ 1,269,000.00	\$ 1,269,000.00	\$ 1,269,000.00
	\$ (18,047,936.00)	\$ (73,901,409.00)	\$ (42,808,804.00)	\$ (11,017,896.00)	\$ (16,251,497.00)	\$ (1,259,515.00)

# Long-Range Capital Planning Committee (LRCPC):

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Chair - Tim Counihan

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Vice-Chair - Roger Pearson

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Clerk - John Ostman

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Member - Alan McClennen

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Chair of Finance Committee - Nick Athanassiou

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Select Board Liaison - Meff Runyon

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Town Manager - Kim Newman

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Director of Planning & Community Development - George Meservey

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Treasurer / Collector - Scott Walker

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Project & Procurement Director - Mihaela Miteva



# LRCPC Charge

Conduct a detailed examination of the long-term capital needs of the Town.

Assist the Town Manager in the development of a 5-year Capital Improvements Plan (CIP)

Develop a Long-Range Capital Plan 15-years beyond the traditional 5-year CIP so that the planning horizon is 20 years

Shall review prioritization and implementation of long-range projects, taking into account existing and projected debt service schedules that extend out for terms of up to 20 years

Shall work with Town staff and other committees to develop plans and cost estimates for anticipated long range projects. Plans shall include adaptive resiliency to promote green energy, conservation techniques, and address the impacts of climate change

Projects in the long-term capital budget that are prioritized and are expected to start during the first five years of the LRCP, will be integrated into the 5 year CIP required for the Town's annual budget

Shall report to the Select Board on the plan annually in January





# Current Work of the LRCPC Review and Assess:

Town Assets



Projected Debt Schedules



Projects committed to and underway



New Emerging Projects



# Current Activity of the LRCP Committee

Develop LRCP process

Develop LRCP Request Process

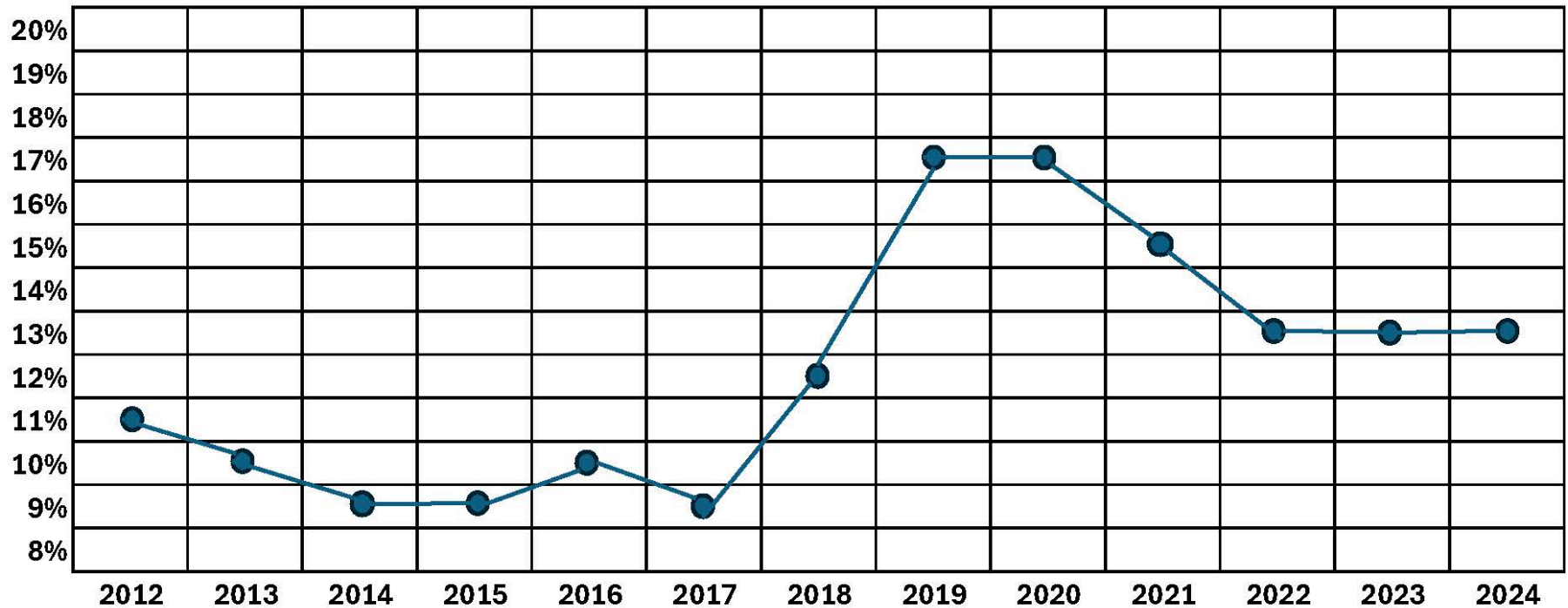
Review Departments Capital Requests

Complete FY25 5-year CIP

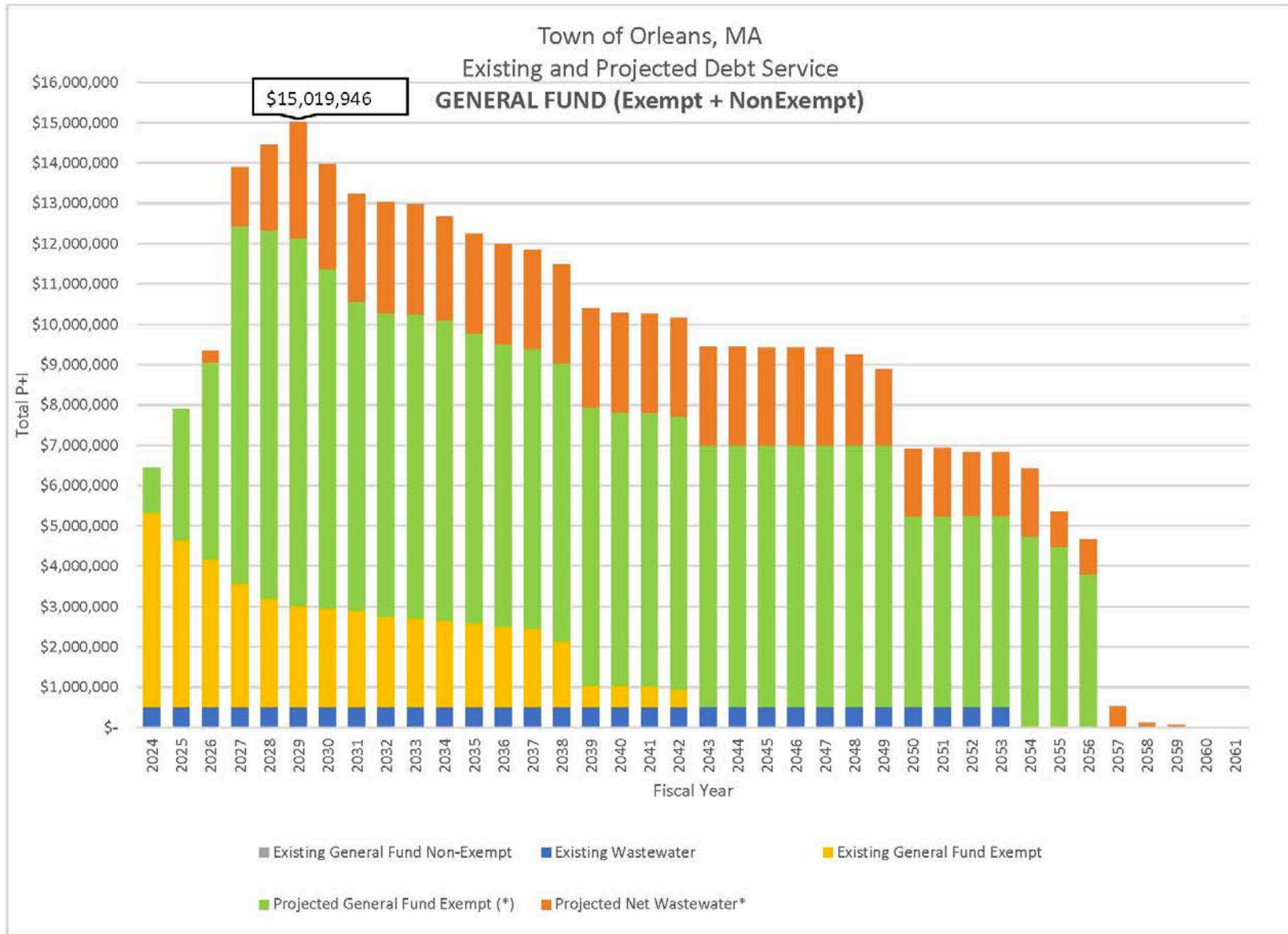
Develop 15-year Capital Plan

# Existing Debt Service (loans)

**HISTORICAL DEBT SERVICE (Principal and Interest) AS A PERCENTAGE OF TOWN BUDGET**



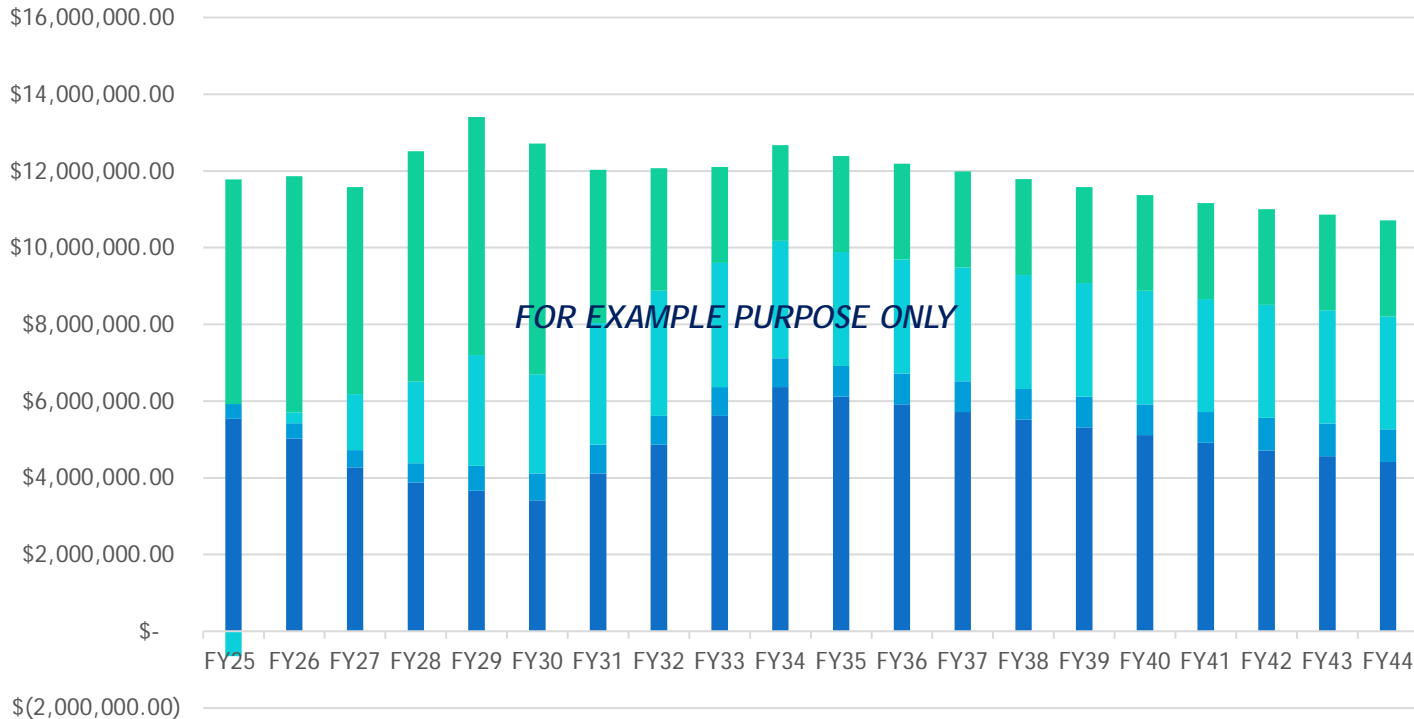
# HISTORIC DEBT PROFILE (FY24-FY28)





# LRCPC GOAL

## New and Projected Debt Service GENERAL FUND (Exempt + Non-Exempt)



■ EXISTING DEBT SERVICE

■ BANS (P&I)

■ SEWER PHASE I

■ PROJECTED NEW DEBT



# Thank You

Orleans Citizens Forum  
Orleans Council on Aging

