



Capital Budgets

Introduction

The Town of Medfield's multi-million dollar, five-year capital improvement plan (CIP) for FY2025-FY2029 will enable the Town to address significant equipment, infrastructure, facility needs and develop strategies to make regular investments in the maintenance and improvement of the Town's capital assets in future years. The Town established a five-year plan beginning in FY2021, which started with an extensive and collaborative review of Town assets and future needs.

The CIP includes a multi-year schedule allowing town departments to assess needs and plan for investments over multiple years. This way, the Town works to proactively identify long-term needs in order to avoid unexpected emergencies and capital purchases. The challenge going forward is balancing capital requests and the Town's ability to pay for them.

The Town's capital requests are funded primarily from three sources, which are listed below, and require Town Meeting approval:

- Equipment and infrastructure, funded by the Capital Stabilization Fund.
- Facilities improvements, funded by the Municipal Buildings Stabilization Fund. The Municipal Buildings Stabilization Fund is funded by an annual tax levy override, which for FY 2025 is \$1,159,692.
- Water and sewer equipment and infrastructure, funded by the Water Enterprise Fund and Sewer Enterprise Fund, which are administered by the Board of Water and Sewerage.

Other funding sources include transfers from revolving funds, gifts, donations, grants, and unexpended funds remaining after capital projects are completed.

Capital budget requests are submitted to the Capital Budget Committee for review prior to funding in the upcoming fiscal year budget and prior to being accepted for the five-year capital improvement plan. The Town and School's shared Facilities Director is responsible for preparing and updating the Town's long-term facilities capital plan.

History

Prior to FY2021, the Town's capital budget was not funded to the level of need to invest in equipment and infrastructure. In FY2020, the capital budget was limited to capital projects funded by water and sewer, the Parks and Recreation Revolving Fund, and the Advanced Life Support Revolving Fund. No general fund projects were funded.



During FY2020 and while planning for FY2021, the [Capital Budget Committee](#) and Town Administrator worked together to establish a 5-year Capital Improvement Plan along with a commitment to fund needed capital improvements. Unfortunately, the outbreak of Covid-19 and the subsequent pandemic resulted in a challenging budget year in FY2021.

In FY2022 and FY2023, the Town was able to make significant capital investments across multiple departments, including:

- New battery-operated extrication equipment (jaws of life).
- Replacement of Ambulance 1, enabling the Fire Department to retire the 2009 Ambulance and replace it with a 2017 Ambulance.
- New Skid Steer and attachments for the Department of Public Works. This piece of equipment is extremely versatile and used in both roadway repairs and snow and ice operations.
- Technology upgrades for Town departments and Medfield public schools, including servers, wireless access points, projectors, computers, and other information technology equipment.
- Completing the three-year lease purchase finance agreement for three replacement police vehicles

FY2024 capital investments included:

- New structural fire gear for the Fire Department
- A recycling compactor for use at the transfer station
- A mini excavator for the Department of Public Works (photo below)
- Hybrid line cruiser and vehicle replacements at the Police and Facilities departments





Capital Stabilization Fund

Town Meeting voted to approve the creation of a new Capital Stabilization Fund at the 2021 Annual Town Meeting. The purpose of the Capital Stabilization Fund is to pay for capital needs such as equipment and infrastructure that are not building or facility related, since those already have a dedicated funding stream through the Municipal Buildings Stabilization Fund (described below). The Capital Stabilization Fund does not have a dedicated revenue source; instead, it was funded with a contribution from Free Cash and reallocation of unexpended spending accounts in FY2022. The FY2024 Budget included a transfer of \$850,000 from Free Cash to the Capital Stabilization Fund to fund capital expenditures in FY2024 and set aside additional funding for future years. The FY2025 budget proposal includes a \$700,000 appropriation of Free Cash into the fund as well.

Fiscal Year 2025 Capital Budget

Department	Project #	Project	Funding Source	FY2025 Request
Fire	MFD 1	Replace Engine 3	Tax Levy/Local Receipts	48,095
Land Use, Building Inspections, Public Works	TWN 1	Online Permitting Software Implementation	Capital Stabilization Fund	80,000
Fire	MFD 11	Large and Small DIA Hose	Capital Stabilization Fund	91,000
Public Works	PW 11	Ford F550	Capital Stabilization Fund	105,000
Public Works	PW 17	6-Wheel Dump Truck	Capital Stabilization Fund	262,000
Public Works	PW 26	Cemetery Mower	Capital Stabilization Fund	17,000
Public Works	PAVE 7	Pavement Management and Improvement Projects	Capital Stabilization Fund	185,000
Public Works	PW 29	Variable Sign	Capital Stabilization Fund	30,000
Police	MPD 13	Police vehicle	Capital Stabilization Fund	33,000
Police	MPD 20	Taser update	Capital Stabilization Fund	72,000
Information Technology	IT 5	School Information Technology	Capital Stabilization Fund	300,000
Facilities	FAC 4	Vehicle replacements	Capital Stabilization Fund	60,000
Public Works	PW 12	Road Improvements	Chapter 90	412,000
Parks and Recreation	PARKS 10	Lighting at Metacomet Tennis	Capital Stabilization Fund/Grant/Earmark	150,000
Parks and Recreation	PARKS 11/ PARKS 12	Stephen Hinkley Memorial Park/McCarthy Fields - Parking Lots Projects	Parks and Recreation Revolving Fund - Reappropriating Existing Articles	\$315,000
Parks and Recreation	PARKS 12	Stephen Hinkley Memorial Park – Parking Lot	Parks and Recreation Revolving Fund	113,000
TOTAL:				\$2,273,095



Project Narratives

MFD 1: Engine 3 lease-purchase payment

For FY2021, Town Meeting approved the lease-purchase financing of a replacement for Engine 3, a 1989 Pierce Engine due to age, maintenance costs, and reliability. The Pierce Engine was purchased to replace the previous Engine 3, a 1983 Mack, which went out of service due to an electrical fire. The ten-year lease-purchase finance agreement will be completed in FY2030.

TWN 1: OpenGov Software Implementation

This software increases efficiency in information sharing amongst departments and provides better customer service to residents seeking various licenses and permits. This investment would implement a streamlined and online permitting system that will integrate databases from the planning, public works, and building inspection departments, streamlining processes like completing land use permits and renewing transfer station stickers.

MPD 13: Police Vehicle - Motorcycle

Given the good condition of its police cruisers, the Medfield Police Department is seeking to add a motorcycle to its fleet. Motorcycles still allow for patrol but also for increased traffic enforcement. The funding request would include the motorcycle itself, added lights, detailing, headset radio, helmet, boots, and other safety equipment.

MPD 20: Taser Update

While the Police Department's tasers are fully functional, their existing warranty has expired. The tasers will again need to be replaced in five years.

MFD 11: Large and Small DIA Hose

Following annual testing of the Department's hoses, the Fire Chief has determined the current hoses have reached the end of their life cycle, which is typically about 20 years. The new hoses will be lighter and made of new material that may allow them to last up to 25 years. Unlike the current hoses, the new ones will be all the same size, allowing the Chief to standardize operations across the Department.

PW 11: Ford F550

This Ford F550 will replace a 1999 fleet vehicle that is in need of repairs and is not fuel efficient.

PW 17: 6-Wheel Dump Truck

This truck is an important piece of the DPW's snow operations. Replacement of the current truck is necessary at this time.

PW 29: Variable Message Board Sign

The town's current message board sign, which can be seen throughout town displaying public announcements, will now only operate when it is plugged into a power source. A new sign will be purchased so it can be placed on roadways or event locations, and the current sign will be moved to the transfer station where it will have access to power and be able to display messages to residents.



PW 26: Cemetery Mower

Cemetery mowers, which are larger than most lawn mowers, are used weekly from April through November. A new mower is needed to maintain the grounds at Vine Lake Cemetery.

PAVE 7: Pavement Management and Improvement projects

Historically, the Town has relied solely on state funding for pavement management and improvement projects, through the state's Chapter 90 program. Beginning with the FY2022 Capital Budget, the Town began including additional dollars for pavement management and improvement projects to complement its Chapter 90 allocation from the state. This has helped the town raise the roadway surface rating in recent years.

IT 5: School Information Technology

Each year, the Medfield Public Schools Information Technology Department replaces various equipment, including servers, wireless access points, projectors, computers, and other information technology equipment.

PARKS 10: Lighting at Metacomet Tennis

The Metacomet Tennis Court Lights have not been replaced in over twenty years and the current system is outdated and not working properly. There are times where the Medfield Parks and Recreation Department can't turn the lights off, making it impossible to keep the courts available at night. This project will be funded with a \$50,000 state budget earmark, \$30,000 from the Capital Stabilization Fund, and \$70,000 from the Parks and Recreation Revolving Fund.

PARKS 11: McCarthy Park and Fields – Parking Lot

The parking lot at McCarthy Park is in need of resurfacing. This project was originally planned for FY 2026, however with the planned resurfacing of the Hinkley Memorial Park parking lot resurfacing in FY2025, this project was moved up a year. The intent is to get a better price for both projects by putting them out to bid together. This project will be financed with funds previously appropriated out of the Parks and Recreation for projects that were deemed no longer necessary.

PARKS 12: Stephen Hinkley Memorial Park – Parking Lot

The parking lot at the Hinkley Swim Pond and playground is in need of resurfacing. The parking lot is expected to attract additional visitors with the new playground onsite to be constructed in calendar year 2024.

Municipal Buildings Stabilization Fund

At the 2018 Annual Town Meeting for Fiscal Year 2019, Town Meeting voted to approve the creation of the Municipal Buildings Stabilization Fund for facilities maintenance, improvement, and construction costs. Town Meeting voted to approve funding the Municipal Buildings Stabilization Fund with a dedicated Stabilization Fund override of \$1 million, subject to voter approval at the ballot box. In June 2018, voters approved the override, which can be increased annually by the Board of Selectmen by 2.5%.



The 2018 Town Meeting also voted to use the full first year balance of \$1 million in the Municipal Buildings Stabilization Fund in Fiscal Year 2019 for the feasibility study / schematic design for the Dale Street School project. Subsequent appropriations since Fiscal Year 2020 have been used to make investments in Town and School facilities.

The Town and School departments are currently in the process of updating the 20-year Facilities Master Plan. Once this is completed, the 5-year outlook for the Municipal Building Stabilization Fund outlay will be published.

Fiscal Year 2025 Projects funded by Municipal Buildings Stabilization Fund

Facility	Project	Recommendation
Medfield High School	Preventative Maintenance – AHUs	10,000
Medfield High School	Preventative Maintenance – RTUs	25,000
Medfield High School	Miscellaneous Site Work	10,000
Medfield High School	Electrical Upgrades	15,000
Medfield High School	Medfield Outreach Office Work	20,000
Medfield High School	Sport Court Repairs	125,000
Blake Middle School	Preventative Maintenance – RTUs	25,000
Blake Middle School	Miscellaneous Site Work	10,000
Blake Middle School	Preventative Maintenance – AHUs	20,000
Blake Middle School	VCT/Flooring Replacement	20,000
Blake Middle School	Acoustic Ceilings	20,000
Blake Middle School	Boiler Replacement	100,000
Blake Middle School	Fluid Pumps	5,000
Dale Street School	Interior Improvements	50,000
Dale Street School	Asbestos Flooring Abatement	
Dale Street School	Replacement	25,000
Dale Street School	Carpet Replacement	20,000
Wheelock School	Preventive Maintenance - Fan Coil Units	10,000
Wheelock School	Replace Valves Throughout	10,000
Wheelock School	Preventive Maintenance - Exhaust Fans	5,000
Wheelock School	Flooring / VCT Abatement	25,000
Wheelock School	Preventive Maintenance - Gym Units	25,000
Wheelock School	Replace Pneumatic Temp. Controls	100,000



Memorial School	Preventive Maintenance - RTUs	5,000
Memorial School	Miscellaneous Site Work	12,000
Memorial School	Carpet/VCT/Painting	25,000
Memorial School	Grease Trap Replacement	12,000
District Wide	Sealant Replacement/Engineering	10,000
District Wide	New Storage Containers	50,000
District Wide	Resurfacing of School Parking Lots	250,000
Town Hall	Misc. Exterior Façade Repairs	20,000
Town Hall	Carpet Replacement	40,000
Town Hall	Preventative Maintenance – Vent Exhaust Fans	5,000
Town Hall	Interior Improvements	25,000
Town Hall	Sprinkler Work	10,000
Town Hall	Sealant Replacement	10,000
Public Safety Building	Sport Court Repair (located at corner of Dale and Adams Streets)	200,000
Public Safety Building	Sprinkler Work	10,000
Pfaff Center	Miscellaneous Plumbing Repairs	6,000
Pfaff Center	Miscellaneous Electrical Repairs	5,000
The CENTER at Medfield	Building Envelope Repair/Windows	10,000
The CENTER at Medfield	Sprinkler Work/Dry System	10,000
The CENTER at Medfield	Exterior Painting	50,000
Library	EPDM Engineering	10,000
Library	Fire Alarm Replacement	100,000
Library	Fluid Pumps	5,000
Kingsbury Gristmill	Roof Replacement	20,000
Dwight Derby House	Sump Pump/Gutter Work	10,000
Town Wide	ADA Improvements	10,000
Town and School	Tri-County RVTHS Project	6,147
Town and School	Facilities Maintenance and Capital Plan	74,607
Town and School	Emergency Repair Funding	175,000
	TOTAL	\$1,850,754



Project Narratives: Medfield High School

Preventative Maintenance – Air Handling Units

As the components of the existing Air Handling Units (AHUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Preventative Maintenance – Roof Top Units

As the components of the existing Roof Top Units (RTUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Miscellaneous Site Work

This work will primarily focus on fencing repairs necessary due to downed trees that have caused damage.

Electrical Upgrades

Various electric upgrades will be completed throughout the High School.

Medfield Outreach Office Improvements

New modular office walls and doors will be installed to allow the staff at Medfield Outreach better serve their clients. Removal of Medfield TV, the prior occupier of the space, equipment and other ceiling, sprinkler, light, and air vent improvements will also take place.

Sport Courts Repairs

In FY24, \$150,000 was appropriated for the repair of the tennis courts and basketball courts. However, it has since been determined that the courts need to be fully reclaimed, so additional funding is proposed for FY25. A nearby retaining wall is included in these repairs.

Project Narratives: Blake Middle School

Preventative Maintenance - RTUs

As the components of the existing Roof Top Units (RTUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Miscellaneous Site Work

This work will primarily focus on tree stump removal along the entryway to the school.

Preventative Maintenance – Air Handling Units

As the components of the existing Air Handling Units (AHUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.



Asbestos Flooring Abatement/Replacement

Work will continue as part of the school's Asbestos Hazard Emergency Response Act (AHERA) plan.

Acoustic Ceilings

This will start the replacement of portions of the acoustical ceilings within the school.

Boiler Replacement

The Facilities Department hopes to offset the cost of this project with funding available through the Green Communities Grant Program.

Fluid Pumps

These pumps are associated with the heating system (centrifugal pumps). They are aged and have been recommended to be replaced. These pumps are essential for the heating system to run.

Project Narratives: Dale Street School

Interior Improvements

These improvements will include acoustical ceiling and painting work at the school.

Asbestos Flooring Abatement/Replacement

Work will continue as part of the school's Asbestos Hazard Emergency Response Act (AHERA) plan.

Carpet Replacement

This funding would provide for the replacement of the carpet in the school library.

Project Narratives: Wheelock Elementary School

Preventative Maintenance – Fan Coil Units/RTUs

As part of the school's preventive maintenance plan, this request will fulfill a multiyear approach to replacing 45 fan coil units. This process began in FY 21 and will be completed in FY25.

Replace Valves Throughout

Plumbing valves – replace supply piping, zone valves and shut off valves throughout the building due to corrosive water. Some valves are frozen open and need replacing.

Preventative Maintenance - Exhaust Fans

As part of the school's preventive maintenance plan, this request will fulfill a multiyear approach to replacing 25 exhaust fans. This process began in FY 21 and will be completed in FY25.

Asbestos Flooring Abatement/Replacement

Work will continue as part of the school's Asbestos Hazard Emergency Response Act (AHERA) plan.

Preventative Maintenance – Gym Units



As the components of the existing Roof Top Units (RTUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Replace Pneumatic Temperature Controls

The Facilities Department hopes to offset the cost of this project with funding available through the Green Communities Grant Program.

Project Narratives: Memorial Elementary

Preventative Maintenance - RTUs

As the components of the existing Roof Top Units (RTUs) reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Miscellaneous Site Work

This work will primarily focus on repairs to the field dugout caused by a downed tree.

Carpet/VCT Painting

Work will continue as part of the school's Asbestos Hazard Emergency Response Act (AHERA) plan.

Grease Trap Replacement

This grease trap has reached the end of its life cycle.

Project Narratives: District-Wide Projects

Sealant Replacement/Engineering

Particularly at the Wheelock and Blake Schools. We have been having issues with water penetrating the brick façade due to the breakdown of window sealant and mortar breakdown. We would like an engineering company to come in and provide a plan moving forward for repair and replacement.

Storage Containers

The Facilities Department is in need of outdoor storage containers, similar to sheds, to do space and logistical constraints. The shed-like structures would hold gas powered equipment like snow blowers and tractors. This funding would provide for five containers, some of which would replace current storage structures and some would be new.

Resurfacing of School Parking Lots

This needed work will also be partially funded by parking fees collected at the schools.

Project Narratives: Medfield Town House

Exterior Façade Repairs

As part of a four phase plan, one side of the brick exterior of the Town House will be repaired each year. This is the third year of the plan.



Carpet Replacement

As part of a four phase plan, the flooring of one level of the Town House will be replaced each year. This is the third year of the plan.

Preventative Maintenance – AHUs

As the components of the existing AHUs reach the end of their life cycle, replacement of certain parts is needed. The cost to replace the units outright is much more expensive, and this maintenance will help extend their useful life.

Interior Improvements

These improvements include painting, ceiling replacements, and other work

Sprinkler Work

Sprinklers in the basement of the Town House will be upgraded.

Sealant Replacement

In conjunction with the building's exterior repairs, window sealant will be replaced.

Project Narratives: Public Safety Building

Basketball Court Repair

It has been determined this court, located on the corner of Dale and Adams Street, needs to be fully reclaimed.

Sprinkler Repair

Various sprinkler repairs are needed throughout the building.

Project Narratives: Pfaff Center

Miscellaneous Plumbing Repairs

Various plumbing repairs are needed at the Pfaff Center.

Miscellaneous Electrical Repairs

Various repairs are needed at the Pfaff Center.

Project Narratives: The CENTER at Medfield

Building Envelope Repairs

As part of the overall Preventive Maintenance for Municipal Buildings, exterior repairs are needed to the exterior façade of the building including replacement of rotted window trim / fascia boards / clapboard.

Sprinkler Work/Dry System

Deficiencies in the Dry System have been identified through the annual sprinkler testing that need to be addressed.



Exterior Painting

As part of the overall Preventive Maintenance for the Municipal Buildings, the building will be painted after the building envelope repairs are complete. The front of the building is scheduled to be addressed this year.

Project Narratives: Library

EPDM Engineering

Engineering work for the eventual EPDM, or rubber, roof replacement at the Library is needed.

Fire Alarm System Replacement

It has been determined that the current fire alarm system at the library is at the end of its life cycle, and will need to be replaced.

Fluid Pumps

These pumps are associated with the heating system (centrifugal pumps). They are aged and have been recommended to be replaced. These pumps are essential for the heating system to run.

Project Narratives: Historic Properties

Kingsbury Grist Mill Roof Replacement

The roof of the Kingsbury Grist Mill is in need of replacement. The Town funds appropriated for this project will be complemented by a grant from the Medfield Foundation.

Dwight Derby House Repairs

The Dwight Derby House's sump pump will be upgraded along with the gutters around the house.

Project Narratives: Town-Wide Projects

ADA Improvements

Improvements will be made as identified in the Town's Americans With Disabilities Act Self Evaluation and Transition Plan completed in 2021.

Emergency Repair Fund

In the event of an emergency at a town or school building where the costs cannot be covered under the Maintenance and Repair line item in the operating budget, the project can be funded out of this appropriation only after the approval from the Select Board. Any unused amounts will flow back into the Municipal Building Stabilization Fund at the end of the fiscal year.



Project Narratives: Town and School

Tri-County Regional Vocational Technical High School

Medfield's proportionate cost of the new Tri-County Regional Vocational Technical High School building project approved by voters in October 2023 will also be paid out of this fund.

Facilities Maintenance and Capital Plan

Medfield's most recent Facilities Evaluation and Capital Plan was published in October 2017. As the Town prepares to update the plan, it is anticipated that the current funding available, roughly \$30,000, will not be sufficient. Two prior year articles totaling \$74,607 intended for Project Management Services are proposed to be closed, and the balance re-appropriated towards the update of the plan. The Facilities Department now has a project manager on staff, so funds for hiring a third party for these services are no longer necessary.

Enterprise Funds

The Town of Medfield operates a Water Enterprise Fund and a Sewer Enterprise Fund, which are managed by the Board of Water and Sewerage. An enterprise fund is an accounting and financial reporting mechanism whereby all expenditures and revenues for a particular business-type activity are segregated into a special fund; however, an enterprise fund does not establish a separate, autonomous entity from the municipal government. The principal revenues for each enterprise fund come from the water and sewer rates assessed to customers of each service. In addition to funding operations, these revenues are also appropriated at Town Meeting to cover capital costs.

The Board of Water and Sewerage annually reviews its 5-year capital improvement plan and long-term water and sewer rate model to generate rate revenue to sufficiently fund both operating and capital expenditures.

Water Enterprise Fund Capital Outlook

Over the past few fiscal years, the Board has utilized its capital funds to invest in the Town's key water storage and pumping infrastructure: a new water tower at the Medfield State Hospital, an overhaul of the Mt. Nebo Water Tower, and a new water treatment plant. The new, \$11.5 million Water Treatment Plant was approved at the 2021 Annual Town Meeting. It is designed to treat manganese and ensure the Town can fully utilize Wells #3 and #4. The plant, constructed at the sites of Wells #3 and #4 behind the Wheelock School, is now fully operational.

In Fiscal Year 2025, capital spending will focus on water main replacement engineering that utilizes results from a hydraulic model currently underway.



Sewer Enterprise Fund Capital Outlook

The Town has been working with its engineering consultants to identify the cause of inflow and infiltration (I&I) of groundwater and stormwater into the Town's sewer system. Over the next several years, capital funds will be used to complete assessments of I&I issues then design and implement improvements. This work will be funded by American Rescue Plan ("ARPA") funds in FY25, and additional information on ARPA spending is provided later in this section.

Fiscal Year 2025 Projects funded by the Water and Sewer Enterprise Funds

Department	Project #	Project	Funding Source	FY2025 Request
Water	WATER 12	Water Main Replacement Engineering	Water Enterprise Fund Retained Earnings	250,000
Sewer	SEWER 9	Indian Hill Pump Station Upgrades	Sewer Enterprise Fund Retained Earnings	95,000
Sewer	SEWER 10	Orchard Hill Pump Station Upgrades	Sewer Enterprise Fund Retained Earnings	120,000
Sewer	SEWER 13	Asset Management Plan	Sewer Enterprise Fund Retained Earnings/Grant	75,000

WATER 12 Water Main Replacement Engineering

These funds would be used to address the findings of a soon to be forthcoming hydraulic model of the town's water system. Funding is planned in future years of the capital plan for design of an actual project.

SEWER 9 Indian Hill Pump Station Upgrades

Given that several projects originally scheduled for FY25 were able to be funded by other means, these upgrades were identified as priorities that could be addressed in the upcoming fiscal year. These pump stations are two of the town's nine total sewer lift stations. Additional pump station upgrades will be included in future years of the capital plan.

SEWER 10 Orchard Pump Station Upgrades

See description for SEWER 9.

SEWER 13 Asset Management Plan

The \$75,000 in capital funding is the town's "match" to a state grant of \$150,000 to conduct an assessment of Medfield's sewage collection system. The town will also provide \$25,000 of in-kind services towards the project.

Sale of Land Proceeds Reserved for Appropriation

Revenue generated from the sale of municipal property is subject to Massachusetts General Law Chapter 44, Section 63 which allows the Town to use the funds only for a purpose that would be eligible for at least a five-year debt issuance. Given this requirement, use of this type of funds lends itself to capital investments.



The town recently sold a lot of land off Ice House Road to a local developer for the purposes of constructing affordable housing for senior citizens. The sale, which closed in 2022, followed a thorough procurement and request for proposals process, and generated \$750,000 in one-time revenue for the Town. Per guidance from the Department of Revenue, the proceeds have been deposited into a Land Proceeds Reserved for Appropriation account.

The Fiscal Year 2024 budget appropriated \$300,000 of the proceeds towards the construction of a three bay garage at the CENTER at Medfield. The garage will also include a second story, expanding the currently limited storage options for the Council on Aging.

The Fiscal Year 2025 budget does not propose use of these funds for any capital expenditures.

American Rescue Plan Act Funds

Signed into law on March 11, 2021, The American Rescue Plan Act of 2021 (ARPA) provides \$350 billion in additional funding for state and local governments, through its Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program. The law is intended to help states and municipalities recover from the COVID-19 pandemic.

Medfield is expected to receive a total of \$3,796,847, of which \$1,355,981 will come directly from the federal government (Treasury) and \$2,440,866 is available through Norfolk County (County). Any funds the Town accesses through Norfolk County will require the County's approval through the Norfolk County portal.

Eligible uses of these funds include:

- Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency;
- COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery;
- Premium pay for essential workers;
- Investments in sewer, water, and broadband infrastructure.

Restrictions on the uses of these funds include:

- Funds allocated to states cannot be used to directly or indirectly offset tax reductions or delay a tax or tax increase;
- Funds cannot be deposited into any pension fund
- Funding must be obligated by the end of calendar year 2024 and spent by the end of calendar year 2026

Given the one-time nature and specific focus of these funds, the Select Board have in part utilized these funds for investments in the town's capital needs, among other purposes. Further information on ARPA fund spending can be found on the town's website.



Capital Improvement Plan

Specific to capital spending, the town began allocating funds beginning in the FY22 Capital Improvement Plan for the following:

Department	Project	Funding Source	FY2022 Amount
Facilities	New vehicle – F350	ARPA	45,000
Fire	Brush Truck 1	ARPA	80,000
Fire	Power loader system for Ambulance 1	ARPA	27,000
Police	Police vehicle	ARPA	55,000
Police	Animal Control vehicle	ARPA	55,000
Public Works	New vehicle – F350	ARPA	88,000
Public Works	Paving roller	ARPA	38,000

At their January 10, 2023 meeting, the Select Board authorized the use of \$350,000 the Town's Treasury ARPA funds as a funding source for both the FY23 and FY24 capital budgets, \$700,000 in total. In addition, the Select Board approved the use of County ARPA funds for the purchase of a DPW front-end loader and a facilities vehicle totaling \$241,336. These items were originally part of the FY23 capital budget.

FY2024 capital plan expenditures funded by ARPA included:

- A mini-excavator for the DPW
- A replacement vehicle for the Deputy Chief of Police
- A replacement vehicle for the DPW Director

Water and Sewer Infrastructure

One of the key areas the ARPA legislation encourages investment in is water and sewer infrastructure. The Medfield Water and Sewer Board, with the approval of the Select Board, have requested over \$1 million in Norfolk County ARPA funding for infrastructure improvements at the town's wastewater treatment plant:

- Influent Screen: The screen is the first line of solids and debris removal from the influent waters that enter the Wastewater Treatment Plant. The more debris that can be removed in the initial treatment processes increase the efficiency of the plant.
Project cost: \$325,000
- Filtration System Fiberglass Repair: This includes the replacement of the fiberglass filter system and the installation of the sand media into the fiberglass chamber to allow the filtration system to function properly. The sand media is used to filter the water through the Wastewater



Treatment Plant and is vital to the plant's operation and to maintain compliance with the federal Environmental Protection Administration and state Department of Environmental Protection.

Project cost: \$26,234

- UV System: The ultraviolet (UV) system is the "last line of defense" at the wastewater treatment plant before the treated effluent flows into the Charles River. The UV system uses a series of bulbs to kill bacteria and other microorganisms as it leaves the plant. The town was recently notified that its current system will no longer be supported by our current vendor. The town intends to use available ARPA funding to ensure this key piece of wastewater treatment infrastructure is replaced in order to maintain the quality of our water.

Project cost: \$370,000

- MXUs: A final tranche of new meter transceiver units ("MXUS") for Medfield residents will be ordered with these funds. These upgraded meters are enabled with technology that will allow residents to monitor their water usage in real-time, which could lead to prevention of costly leaks and promote water conservation. Once the meters arrive, DPW staff will proceed with installation, potentially in coordination with homeowners depending on the location of the individual meter.

Project Cost: \$105,000

- Inflow and Infiltration Project: This project, a key part of the sewer enterprise's long-term capital improvement strategy, will develop a better understanding of the sources of extraneous flow occurring in an area near the Middle School. Following a significant rain event on December 17th and December 18th the flow meter in this area reached approximately 700 gallons per minute (1.0MGD). This is a substantial increase from the average sewer flow prior to the storm, approximately 200 gallons per minute (0.28MGD).

Project: \$220,000

In addition to these improvements, the town has secured approval from Norfolk County to have a full facility assessment plan completed for the Wastewater Treatment Plant. The plant was constructed and put into use in the 1970's. Since then, only minor upgrades have been done hence the need for investments outlined above. The facility assessment plan would be instrumental in recognizing what processes are deteriorating and what further improvements can be realized for a more efficient treatment system. It would assist with the plant's ability to satisfy current state and federal standards as new and modified compliance measures are introduced. The total cost of completing the study is estimated at \$270,000.