Groton-Dunstable Regional School District
FY27 Draft 5-Year Capital Plan
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Methodology: Developing Capital Plan

We started by looking at a comprehensive facilities report that was generated in 2017. The beginning of that document has an overview of each school building that included qualitative data to describe the buildings themselves; year built, square footage, heating/cooling systems, etc. Additionally, it included major improvements, equipment replacements and purchases. Carol Cochran, Administrative Assistant for the Maintenance Department, is currently looking to update that historical data to include projects/purchases undertaken between 2017-2025. This will be a nice resource when completed.

Next, we needed to develop a template to organize the building needs as we identified them. There are vendors that provide this service, however it is very cost prohibitive often being quoted at over $100K to put the plan together. After reviewing some sample reports we used what we felt were the most useful attributes and created a template. The template includes:

- Description of categories
- Key for priorities
- 5 year outlook
- Cost estimate builds in a 10% contingency and a 4% inflation rate per year.

How did we identify capital needs?

- Mechanical, Electrical & Plumbing reports from Leftfield, LLC
- Looked at prior years requests to validate if project was still warranted.
- Asked each building administrator and shared template for ease of adding requests
- New Interim Director of Buildings & Grounds, in the district since 2020 workings as maintenance worker had eyes and hands in all buildings.

There have been many opportunities to advocate and apply for funding outside of the Town assessments. This year, we have been able to secure and request the following funds that can be used for capital expenditures:

The late Senator Kennedy and Rep. Margaret Scarsdale advocated for Groton and Dunstable to receive appropriations from the Fair Share Funding. GDRSD received a total of **$400,000**.

- $75K for Elevator repair/replacement at Swallow Union
- $75K for HVAC Gym Upgrades at Swallow Union
- $100K for Blackbox Renovations at High School
- $150K for Infrastructure Upgrades Districtwide

The Town of Groton has once again included the school district in requesting funding for green initiatives. The proposal includes:

- Installing LED interior and exterior lighting at Stoddard
- Installing LED exterior lighting at Middle School North

The total project is expected to cost $308,000, the grant would cover approximately **$208,854** and the district would be responsible for the remaining $99,146.

There is the opportunity to apply for up to **$250,000** for decarbonization initiatives. Categories include:

- Commercial kitchen equipment up to $150,000
- Battery powered Maintenance Equipment up to $150,000
- Water Heating Project up to $150,000
- Space Conditioning Projects up to $150,000

Charlotte Weigel is helping navigate this process, meeting on October 16th to focus which projects would be most beneficial to submit.

The district has filed a preliminary proposal with the Groton Community Preservation Committee to consider updating the playground area and structures located at Boutwell Early Childhood Center. This initiative will make that playground more inclusive and accessible for all students. The scope of the improvements are currently being discussed and quotes being requested in order to submit the final application on or before November 19th.

The Town of Dunstable worked with Geoff and Lacey during the summer to submit a grant application for digital needs. The grant awarded was a total of $41,600. Some of those funds will be allocated to purchase and install 5-6 smart boards at the high school.

The school district has applied for a Accelerated Repair Project to repair/replace two (2) sections of the roof at Swallow Union. The MSBA Board will meet later this month to determine which projects they would like to move forward with. There were 99 applications.

The school district is also working with the Town of Dunstable to start navigating the process of exploring the renovating/replacing of Swallow Union.

Building by Building Highlights

Note: Presentation can be slide by slide or we can open the capital plan workbook.

- Playground (CPC funding application)
- Roof in the next 3 years
- Update Bathrooms
- HV AC Rooftop units (after roof replacement)
- Backup Generator
- Electrical Switch Gear Replacement
- LED lighting and controls

- Concrete patio & walkway long term maintenance plan
- Long term refresh painting schedule
- Change the design of the PA system (separate from the TV Audio)
- Long term HVAC Roof Top Unit Replacement

- Roof (MSBA accelerated project candidate)
- Playground replacement (Dunstable CPA funds candidate)
- Elevator replacement (Fair Share Grant)
- Gym HVAC improvements (Fair Share Grant)
- Concrete Sidewalk replacement
- Barrier and/or Fencing around perimeter
- Exterior Lighting with LED lighting
- Window replacement
- Repaving the parking lot
- Exterior doors replacement (4) and gym doors

- Bathroom overhaul
- Carpet replacement & refresh painting schedule
- Replace 2 Smith Boilers
- Convert HVAC from pneumatic controls
- Convert to LED lighting and controls

- Convert exterior lighting to LED (Green Communities Grant)
- HVAC convert pneumatic controls -30 yrs old (Fair Share Funding)
- Paving the parking lot
- Courtyard improvements
- Concrete sidewalk repair/replacement
- Door replacements
- Metal roof repair over lobby
- Renovate main visitor entrance with vestibule to monitor visitors
- Replace millwork in nurses office, front office and classrooms
- Remodel lab space into a classroom plus furniture

- 2 High Efficiency Boilers
- Building Generator
- LED lighting in the PAC, integrate into lighting control panel

- LED Exterior Lighting (Green Communities Grant)
- Replace 2 with 1 high efficiency water heaters (Decarb. grant)
- Parking lot repair
- Retaining wall around softball field w/ guardrails
- Renovate main visitor entrance with vestibule to monitor visitors
- Gym window (have $ for engineering)
- Art room window
- Bathroom remodels - Girls rooms
- HVAC Commissioning
- Replace Exhaust fans and Roof Top units (needs engineering)

- Replace light controllers
- Update generator
- Interior LED light replacement initiative
- Clock System replacement

- Blackbox Theater Renovation (Fair Share Grant)
- Water heater replacement (Decarbonization Grant idea)
- Tennis court repair/replacement
- Multi use turf field (soccer, FH, lax) upper field/practice field
- Concrete sidewalk repairs
- Student parking lot repairs
- Wall of windows engineering
- Total building window replacement
- Storage shed
- Fitness Center Initiative (make 3 rooms 1)

- Track resurfacing
- Replace wooden fence
- Air handling units in the penthouse replacement
- HVAC Recommissioning
- Maintenance garage hookup to water
- Repair Motor Control Center (MEP report)
- DNS to bring cell service to the building
- Clock, Pager & bell system replacement
- Replace door cores and improve key oversight
- Additional Kantech budge doors

- Storage facility Flo Ro/MS campus
- 72” Zero turn rider mower (trade in Jacobson)
- Sander
- Replace John Deere tractor
- Brush hog
- Articulating single man lift
- Maintenance vehicle replacement

- LED lighting initiative
- Storage for Theater materials (remove 2 shipping containers)

How are assessments for capital expenses calculated?

The regional agreement states that apportionment of capital costs for *each building* shall be determined by computing the ratio of the five-year rolling average of each town's resident student enrollment in the building divided by the five year rolling average of the District resident student enrollment in the building, as of October 1. *Districtwide* capital costs is the five-year rolling average of the Pre-K through 12 enrollment on October 1.

Note: Groton will need to be assessed a portion of Swallow Union capital until 5 years have passed of the opening of the new Florence Roche.

Per school committee policy, technology purchases are funded through the capital assessment. The value of the upcoming lease payments and any upgrades are funded first with estimated capital funding from the towns. The balance is what is available for capital improvements.

In FY26, only technology expenses were funded.

Total appropriation	= $362,250
In FY25, Technology appropriation	= $198,500
Capital projects appropriation	= $184,000
Total appropriation	$382,500
In FY24, Technology appropriation	= $365,937
Capital projects appropriation	= $364,601
Total appropriation	$730,538
In FY23, Technology appropriation	= $193,500
Capital projects appropriation	= $572,500
Total appropriation	$766,000

Preliminary Town Budgets have placeholders for FY27 capital assessment of:

Groton: $500,000
Dunstable: $ 87,787*

*I inquired if Dunstable would have the fiscal capacity to fund an estimated $125,000 to be proportionally closer to Groton's estimate. It might be possible.

Another possibility is that the school committee borrow a lump sum of money to fund a majority of these projects.

This most likely would **not** happen in FY27.
Our final debt service payment will be in FY28.

School district would need to go through a process of getting our bond rating updated and the Towns would need to vote in the affirmative to allow the school district to enter into an excluded debt scenario. More research is needed, but it may very well be a viable option.

The capital funds are kept separate from the operating budget. There is a balance in that revolving fund that is the result of projects coming in under budget and/or the scope of the project changed during implementation.

The school committee can vote to reappropriate those funds toward another capital project. This will be helpful for instance to contribute almost $100,000 toward the LED lighting project with Green Communities funding.

Tonight is a preview of what has been identified as of today. As the budget process progresses over the next few months, funding requests will be tied to specific projects and initiatives and a final capital request will be presented with the budget in its entirety.

Thank you!