

November 30, 2016

To: Capital Budget Subcommittee

From: Jeff Nutting, Jamie Hellen

Re: Capital requests

Free Cash Overview

The following is an overview of certified free cash status for FY17:

Department	Request	Amounts
<i>FREE CASH START</i>		<i>3,755,586</i>
DPW	Sidewalks; appropriated	-239,000
DPW	Snow and ice removal hold/other	-750,000
Administration	OPEB Trust fund hold	-370,000
Fire	Fire Truck Stabilization hold	-100,000
Recreation	Field Stabilization hold	-500,000
	Remaining Amount	1,796,586
	Today's requests	-140,000
	Remaining for FY17 Capital	1,656,586

Requests

The following are three requests, which total \$140,000 that will be recommended for capital expenditures on an accelerated timeline:

1. Turf Fields Design & Development
 - a. We are requesting \$60,000 for the design and development for the turf fields at the High School.
 - b. We are recommending approval of these funds in advance because the design process cannot begin soon enough; start construction to begin June 2017.

2. Google Apps
 - a. We are requesting \$45,000 for the purchase of licensing and consulting for migration of all Town staff from First Class email to Google (Gmail, Google Doc's, Calendar, Contact Directory, Vault, and full suite of apps).
 - b. Gmail archiving for new public records compliance. Town Council will receive Gmail accounts for public records law compliance.
 - c. We are recommending these funds in advance because the Town, Police and Schools are hoping to be fully migrated to Gmail by July 2017, this helps stage the transition.

3. E-Permitting
 - a. We are requesting \$35,000 to begin implementation of E-Permitting software pilot project with for the Town Clerk's Office for dog licensing, DBA's and vitals.
 - b. We are recommending approval of these funds for the Clerk's Office to be up and running in early January for dog licensing season.