BOARD/COMMITTEE/ORGANIZATION: _Capital Planning Committee_  

☐ MEETING  ☐ PUBLIC HEARING  

DAY of WEEK/DATE: Thursday, 4 March 2021  

JOIN ZOOM MEETING:  

PURPOSE:  General Business  

SUBMITTED BY (Name & Title): Marshall Jespersen, Capital Planning Committee Chairman  

All meeting notices must be filed and time stamped in the town clerk’s office and posted on the municipal bulletin board 48 hours prior to the meeting in accordance with MGL Ch. 30A, § 18-25. This _may not_ include Saturdays, Sundays or legal holidays. Newbury Municipal Offices are open Monday, Wednesday, Thursday 8am-4pm and Tuesday from 8am-7pm, closed Fridays. Faxed or Emailed postings must reach the Clerk’s office _during business hours_ 48 hours prior to the meeting.  

Marshall Jespersen is inviting you to a scheduled Zoom meeting.  

**Topic:** Capital Planning Committee  
**Time:** Mar 4, 2021 07:00 AM Eastern Time (US and Canada)  

Join Zoom Meeting  
[https://us02web.zoom.us/j/86312281382](https://us02web.zoom.us/j/86312281382)  

Meeting ID: 863 1228 1382  
Passcode: 593907  
One tap mobile  
+13126266799,,86312281382# US (Chicago)  
+19292056099,,86312281382# US (New York)  

Dial by your location  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  
+1 253 215 8782 US (Tacoma)  

Meeting ID: 863 1228 1382  
Find your local number: [https://us02web.zoom.us/u/kbS7BrJKq](https://us02web.zoom.us/u/kbS7BrJKq)  

Join by Skype for Business  
[https://us02web.zoom.us/skype/86312281382](https://us02web.zoom.us/skype/86312281382)  

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MEETING NOTICES WILL ALSO BE POSTED ON THE TOWN WEBSITE  

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In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Newbury Public Access Channel. The Town of Newbury, in response to the
COVID-19 (Corona Virus) is currently following the guidance from the Newbury Health Agent, Massachusetts Department of Public Health and the CDC regarding the virus and the steps communities can take to prevent the spread. As such, all town facilities are currently closed to the public. In accordance with the Governor’s Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A § 20, all public meetings are being conducted remotely and without public comment at the chair’s discretion. This meeting will be broadcast live through local access cable, on ZOOM and will be found on the Newbury Access YouTube Channel.

Agenda Items

Call to Order
Roll call and Establish a forum.
DPW Requisitions for 2 Mowers and a Dump Truck
Citizens’ concerns
Next meeting
Adjourn
Dear Capital Improvement Committee

The purpose of this letter is to let you know the DPW is submitting a capital improvement request for a new Ford F350 dump truck to replace a 2011 F350 dump truck. This truck was scheduled for replacement two years ago and we pushed it back. This truck is a front line piece of equipment and is used every day for all functions of the department. The department is also requesting the replacement of a 2013 John Deere z track lawn mower that is on the capital equipment list for replacement this year. Another request is to continue with the roof restoration at the Newbury Elementary school we did a roof scan and study of the roof 2 years ago and with last year's capital request we started repairing and applying a Garland Liquitec roof coating system to roofs A,B,C,D and E. We would like to continue to move forward with this project. I would like to thank you for reviewing this request and if you have any questions feel free to give me a call at 978-465-0112.

Sincerely,

[Signature]

James Sarette
DPW Director
<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Unit Price</th>
<th>Line Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Z1</td>
<td>Exterior Color: Oxford White</td>
<td></td>
<td></td>
</tr>
<tr>
<td>99N</td>
<td>Engine: 7.3L 2V DEVCT NA PFI V8 Gas -inc: 240 Amp Alternator</td>
<td>$1,705.00</td>
<td>$1,553.85</td>
</tr>
<tr>
<td>44G</td>
<td>Transmission: TorqShift 10-Speed Automatic -inc: 10R140 w/neural idle, selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery (STD)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>640A</td>
<td>Option Package: Order Code 640A</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Gross Vehicle Weight Rating: 14,000 Lbs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Gross Combined Weight Rating: 20,000 Lbs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AS</td>
<td>Seat Type: Medium Earth Gray, HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumber</td>
<td></td>
<td></td>
</tr>
<tr>
<td>64J</td>
<td>Wheels: 17&quot; Forged Polished Aluminum -inc: bright hub covers/center ornaments (4 aluminum outer and 2 steel inner)</td>
<td>$600.00</td>
<td>$582.00</td>
</tr>
<tr>
<td>TBM</td>
<td>Tires: LT245/75R17E BSW A/T -inc: Spare may not be the same as road tire</td>
<td>$165.00</td>
<td>$160.05</td>
</tr>
<tr>
<td>X4L</td>
<td>Limited Slip w/4.30 Axle Ratio</td>
<td>$350.00</td>
<td>$339.50</td>
</tr>
<tr>
<td>90L</td>
<td>Power Equipment Group-inc: Deletes passenger side lock cylinder, upgraded door trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, MyKey, owner controls feature, Power Locks, Manual Telescoping Folding Trailer Tow Mirrors, power/heated glass and heated convex spotter mirror, Remote Keyless Entry, Power Front Side Windows, 1-touch up/down driver/passenger window</td>
<td>$865.00</td>
<td>$839.05</td>
</tr>
<tr>
<td>473</td>
<td>Snow Plow Prep Package -inc: pre-selected springs</td>
<td>$250.00</td>
<td>$242.50</td>
</tr>
<tr>
<td>52B</td>
<td>Trailer Brake Controller -inc: smart trailer tow connector, Verified to be compatible w/electronic actuated drum brakes only</td>
<td>$270.00</td>
<td>$261.90</td>
</tr>
<tr>
<td>67B</td>
<td>397 Amp Alternators</td>
<td>$115.00</td>
<td>$111.55</td>
</tr>
<tr>
<td>86M</td>
<td>Dual 78 AH Battery</td>
<td>$210.00</td>
<td>$203.70</td>
</tr>
<tr>
<td>18B</td>
<td>Platform Running Boards</td>
<td>$320.00</td>
<td>$310.40</td>
</tr>
<tr>
<td>512</td>
<td>Spare Tire, Wheel &amp; Jack</td>
<td>$350.00</td>
<td>$339.50</td>
</tr>
<tr>
<td>61L</td>
<td>Front Wheel Well Liners</td>
<td>$180.00</td>
<td>$174.60</td>
</tr>
<tr>
<td>61S</td>
<td>Front Splash Guards/Mud Flaps</td>
<td>$75.00</td>
<td>$72.75</td>
</tr>
<tr>
<td>872</td>
<td>Rear View Camera &amp; Prep Kit - inc: Pre-installed content includes cab wiring and frame wiring to the rear most cross member, Upfitters kit includes camera w/mounting bracket, 20' jumper wire and camera mounting/aiming instructions</td>
<td>$415.00</td>
<td>$402.55</td>
</tr>
<tr>
<td>REMAINING STANDARD EQUIPMENT AS SHOWN IN CHROME DATA REPORT</td>
<td>$</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>9 Ft. Eastern Stainless Steel 2 - 3 CuYd Dump Body w Electric Hoist</td>
<td>$14,935.00</td>
<td>$17,135.00</td>
<td></td>
</tr>
<tr>
<td>Canvas Cover - Manual</td>
<td>$500.00</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Poly Rear Fenders</td>
<td>$1,050.00</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>1/2&quot; Reinforced Plate with D-Rings and Light Plug - Combo or Receiver</td>
<td>$650.00</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Two Amber LED Lights Mounted on Grille</td>
<td>$290.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two Amber LED Lights Mounted on Front of Cabshield</td>
<td>$300.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two Amber LED Lights Mounted on Each Side of Cabshield</td>
<td>$300.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two Amber LED Lights Mounted on Rear of Dump Body</td>
<td>$290.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weathertech Floorliners</td>
<td>$125.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PLEASE NOTE THAT PRICING IS BASED ON CURRENT CONTRACT PRICING THAT EXPIRES 9-30-20. VEHICLE MUST BE ORDERED PRIOR TO THIS DATE OR PRICING MAY CHANGE | $ | - |

Special Instructions:

Custom or Special Orders are Non-Refundable

This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Estimate is Based on Current Information From Client About the Project Requirements

Actual Cost May Change Once Project Elements are Finalized

Thank You For Choosing The Colonial Way!

<table>
<thead>
<tr>
<th>Vehicle Subtotal</th>
<th>Upfit Subtotal</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$54,624.90</td>
</tr>
</tbody>
</table>
TOWN OF NEWBURY
CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL
FORM C

Department & Activity: DPW
Date Prepared: 10/23/20
Contact Person: James Sarette
Phone Number: 978-465-0112

1. Project Title/Ref. No.: Dump Truck Replacement

2. Purpose of Project Request Form (check one):
   - [ ] Purchase
   - [x] Rental

3. Number of Units Requested: 1

4. Cost:
   - Purchase Price or Annual Rental: $54,124.90
   - Installation or Other Costs: Units:
   - Trade-In or Other Discount(s): Units:
   - Net Purchase Cost or Annual Rental: $0.00

5. Purpose of Expenditure (check appropriate):
   - [x] Scheduled replacement
   - [ ] Present equipment obsolete
   - [ ] Replace worn-out equipment
   - [ ] Reduce personnel time
   - [ ] Expand service
   - [ ] New operation
   - [ ] Increased safety
   - [ ] Improve procedures, records, etc.

6. Number of Similar Items in Inventory: 2

7. Estimated Use of Requested Item(s):
   - Weeks per Year: 52
   - Months per Year: 
   - Average Days per Week: 
   - Average Hours per Day: 
   - Estimated Useful Life in Years: 

8. Replaced Item(s):

<table>
<thead>
<tr>
<th>Item</th>
<th>Make</th>
<th>Age (yrs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>ford</td>
<td>10</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

9. Recommended Disposition of Replaced Item(s)
   - [ ] Possible use by other agency
   - [ ] Trade-In
   - [x] Declare as surplus and sell

10. Submitting Authority:
   - Submitted By: James Sarette
   - Position/Title: DPW Director
   - Date: 10/23/20
   - Signature: James Sarette

11. Reserved:

# Purchase Agreement

**Salesman:** Paul LaPointe  
**Cell:** 603-801-6115  
**Email:** paul@chappelltractor.com

**Date:** 5/19/2020  
**Phone:** 978-465-0112  
**Email:** highway@townofnewbury.org

---

## Equipment Purchased

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferris ISX 3300, 61&quot; Deck, 40hp, EFI, Suspension Seat, Vanguard System</td>
<td>$11,444.00</td>
</tr>
<tr>
<td>Bagger System for 61&quot; Ferris ISX 3300, Turbo Pro Max 3 Bin Bagger w Soft Top, 12.5 cu ft</td>
<td>$2,376.00</td>
</tr>
</tbody>
</table>

**Total Sale:** $13,820.00

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## Trades:

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## Payoffs Due:

**CHAPPELL TRACTOR has been in business since 1955.**  
Be sure to take advantage of our many years of experience and call our parts and service departments with any questions.

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**Thank you!**

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## Finance Information

<table>
<thead>
<tr>
<th>FINANCE CO:</th>
<th>SET UP/DELIVERY INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO. MONTHS:</td>
<td></td>
</tr>
<tr>
<td>INTEREST RATE:</td>
<td></td>
</tr>
<tr>
<td>PAYMENT:</td>
<td></td>
</tr>
<tr>
<td>INSURANCE CO:</td>
<td></td>
</tr>
</tbody>
</table>

---

**DEALER'S SIGNATURE:**  
**BUYER'S SIGNATURE:**

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**454 Route 13 South**  
**251 Route 125**  
**391 Loudon Road**  
**Milford, NH 03055**  
**Brentwood, NH 03833**  
**Concord, NH 03301**  
**Tel: 603-673-2640**  
**Tel: 603-842-5666**  
**Tel: 603-225-3361**  
**Fax: 603-672-0019**  
**Fax: 603-842-4533**  
**Fax: 603-225-4918**
TOWN OF NEWBURY
CAPITAL PROJECT REQUEST FOR EQUIPMENT PURCHASE OR MAJOR RENTAL
FORM C

Department & Activity: DPW
Date Prepared: 10/26/20
Contact Person: James Sarette
Phone Number: 978-465-0112

1. Project Title/Ref. No.: lawn mower

2. Purpose of Project Request Form (check one):
   - Purchase
   - Rental

3. Number of Units Requested: 1

4. Cost:
   - Purchase Price or
   - Annual Rental: _______ Units: 1 Total: _______ $0.00
   - Installation or
   - Other Costs: _______ Units: _______ Total: _______
   - Trade-In or Other
   - Discount(s): _______ Units: _______ Total: _______

   Net Purchase Cost or Annual Rental: _______ $0.00

5. Purpose of Expenditure (check appropriate):
   - Scheduled replacement
   - Present equipment obsolete
   - Replace worn-out equipment
   - Reduce personnel time
   - Expand service
   - New operation
   - Increased safety
   - Improve procedures, records, etc.

6. Number of Similar Items in Inventory: 1

7. Estimated Use of Requested Item(s):
   - Weeks per Year: ___  Months per Year: ___
   - Average Days per Week: ___  Average Hours per Day: ___
   - Estimated Useful Life in Years: ___

8. Replaced Item(s):

<table>
<thead>
<tr>
<th>Item</th>
<th>Make</th>
<th>Age (yrs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>z track</td>
<td>John Deere</td>
</tr>
<tr>
<td>B.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maint. Costs</td>
</tr>
</tbody>
</table>

9. Recommended Disposition of Replaced Item(s)
   - Possible use by other agency: Agency: ________________________________
   - Trade-In: _______  Declare as surplus and sell: _______

10. Submitting Authority:
    - Submitted By: James Sarette
    - Date: ____________
    - Position/Title: DPW Director
    - Signature: ____________________________

11. Reserved:

## Purchase Agreement

**Salesman:** Paul LaPointe  
**Cell:** 603-801-6115  
**Email:** paull@chappelltractor.com

**Date:** 5/19/2020  
**Phone:** 978-465-0112  
**Email:** highway@townofnewbury.org

### Equipment Purchased

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferris ISX 3300, 72&quot; Deck, 40hp, EFI</td>
<td>$11,869.76</td>
</tr>
</tbody>
</table>

**Total Sale:** $11,869.76

### Payoffs Due:

**Net Trade:** $0.00  
**Down Payment**  
**Doc Fee:**  
**Sales Tax:** 0.00%  
**Balance DUE/FINANCED:** $11,869.76

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**CHAPPELL TRACTOR has been in business since 1955.**
Be sure to take advantage of our many years of experience and call our parts and service departments with any questions.

*Thank you!*
TOWN OF NEWBURY  
CAPITAL PROJECT REQUEST  
FORM B  
Department & Activity: DPW Newbury Elementary Roof Restoration  
Date Prepared: 10/24/20  
Contact Person: James Sarette  
Phone Number: 978-479-0186  

1. Project Title: Roof Nes  
2. Purpose of Project Request Form (check one):  
   □ Add new item to the program  
   □ Delete an item that is already part of the program, in one year.  
   □ Modify a project already in the adopted program  

3. Project Priority: Moderate  
4. Location: Newbury Elementary School  

5. Description:  
To continued work on the newbury elementary school roof from scan and study to repair roof and apply a liquitec roofing system  

6. Justification & Useful Life:  
20 years  

7. Cost & Recommended Source(s) of Financing:  
   1. Program year FY: _______  
      Total: $0.00  
      Recommended Finance Source:  
   2. Program year FY: _______  
      Total: _______  
      Recommended Finance Source:  
   3. Program year FY: _______  
      Total: _______  
      Recommended Finance Source:  
   4. Program year FY: _______  
      Total: _______  
      Recommended Finance Source:  
   5. Program year FY: _______  
      Total: _______  
      Recommended Finance Source:  
   6. Program year FY: _______  
      Total: _______  
      Recommended Finance Source:  

8. Net Effects on Operating Costs (+/-):  
   Direct Costs:  
   Personnel: Number: _______ Cost: _______  
   Materials, Services, and Supplies: _______  
   Equipment Costs: _______  
   Utilities Costs: _______  
   Other Costs: _______  
   Subtotal: _______  
   Indirect Operating Costs:  
   Fringe Benefits Cost: _______  
   General Admin Cost: _______  
   Other Indirect Costs: _______  
   Subtotal: _______  
   Total Operating Cost: _______  
   Debt Serve (P&I) Costs: _______  
   Total Cost: _______  

9. Net Effects on Municipal Income (+/-):  
   Taxes: _______ Amount: _______  
   Other Income: _______ Amount: _______  
   Subtotal: _______  
   Gain from sale of replaced assets: _______ Amount: _______  
   Total: _______  

10. Submitting Authority:  
By: James Sarette  
Date: 10/24/20  
Position: DPW Director  
Sign: _______  

11 Reserved:  

# Capital Equipment Inventory and Target Replacement Date

<table>
<thead>
<tr>
<th>Equipment +Yr Built</th>
<th>Last Repair</th>
<th>Condition</th>
<th>Usage</th>
<th>Target Replacement Yr</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peterbilt 6 wheel dump 2013</td>
<td>0</td>
<td>Excellent</td>
<td>Heavy</td>
<td>2030 $186,000</td>
</tr>
<tr>
<td>Chevy one ton dump 2013</td>
<td>0</td>
<td>Excellent</td>
<td>Heavy</td>
<td>2022 $54,000</td>
</tr>
<tr>
<td>Wheeled Excavator 2013</td>
<td>0</td>
<td>Excellent</td>
<td>Heavy</td>
<td>2023 $160,000</td>
</tr>
<tr>
<td>Ford pick up Utility body 2012</td>
<td>Tires</td>
<td>fair</td>
<td>Heavy</td>
<td>2021 $45,000</td>
</tr>
<tr>
<td>Ford one Ton Dump Truck 2011</td>
<td>Tires</td>
<td>fair</td>
<td>Heavy</td>
<td>2022 $54,000</td>
</tr>
<tr>
<td>Ford Pick up 2017</td>
<td>0</td>
<td>New</td>
<td>Heavy</td>
<td>2026 $40,000</td>
</tr>
<tr>
<td>John Deere Loader 2009</td>
<td>1000 hr service</td>
<td>Good</td>
<td>Heavy</td>
<td>2034 $186,000</td>
</tr>
<tr>
<td>Freightliner 6 wheel dump 2009</td>
<td>Springs</td>
<td>Good</td>
<td>Heavy</td>
<td>2026 $186,000</td>
</tr>
<tr>
<td>Sterling 6 Wheel Dump 2007</td>
<td>Transmission</td>
<td>fair</td>
<td>Heavy</td>
<td>2024 $186,000</td>
</tr>
<tr>
<td>Elign Sweeper 2007</td>
<td>conveyor</td>
<td>fair</td>
<td>Seasonal</td>
<td>Go to hiring out</td>
</tr>
<tr>
<td>John Deere Backhoe 2002</td>
<td></td>
<td>poor</td>
<td>Transfer station</td>
<td></td>
</tr>
<tr>
<td>Mack 6 wheeler 2017</td>
<td>new</td>
<td></td>
<td>Heavy</td>
<td>2034 $186,000</td>
</tr>
<tr>
<td>John Deere Loader 2018</td>
<td>new</td>
<td></td>
<td>moderate</td>
<td>2038 $186,000</td>
</tr>
<tr>
<td>John Deere 3039 2016</td>
<td>new</td>
<td></td>
<td>Seasonal</td>
<td>2031 $35,000</td>
</tr>
</tbody>
</table>

### Lawn Mowers and Trailers and Small Equipment

<table>
<thead>
<tr>
<th>Equipment +Yr Built</th>
<th>Last Repair</th>
<th>Condition</th>
<th>Usage</th>
<th>Target Replacement Yr</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Deere z track mower 2013</td>
<td>0</td>
<td>Excellent</td>
<td>Seasonal</td>
<td>2021 $15,000</td>
</tr>
<tr>
<td>John Deere z track mower 2013</td>
<td>0</td>
<td>Excellent</td>
<td>Seasonal</td>
<td>2021 $15,000</td>
</tr>
<tr>
<td>John Deere 54 in mower 1995</td>
<td>0</td>
<td>Fair</td>
<td>Seasonal</td>
<td>2017 $9,000</td>
</tr>
<tr>
<td>Morbark wood chipper 1998</td>
<td>0</td>
<td>Fair</td>
<td>moderate</td>
<td>2020 $45,000</td>
</tr>
<tr>
<td>Wacker Roller 2019</td>
<td></td>
<td>New</td>
<td>Seasonal</td>
<td>2039 $17,000</td>
</tr>
<tr>
<td>Fork truck 1984</td>
<td>0</td>
<td>poor</td>
<td>light</td>
<td>2022 $30,000</td>
</tr>
<tr>
<td>John Deere q track 2017</td>
<td>0</td>
<td>New</td>
<td>Seasonal</td>
<td>2025 $10,000</td>
</tr>
<tr>
<td>Ferris z track mower 2019</td>
<td></td>
<td>New</td>
<td>Seasonal</td>
<td>2027 $15,000</td>
</tr>
</tbody>
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