

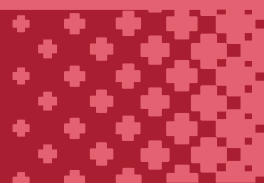


Newmarket School District



Capital Improvement Plan Summary 2025 - 2043

PREPARED BY THE NEWMARKET SCHOOL DISTRICT CAPITAL IMPROVEMENT COMMITTEE
PRESENTED TO NEWMARKET SCHOOL BOARD, 8/22/24



Preface

In FY 23, the Newmarket School District engaged On-Site Insight, a Capital Needs Assessment firm to conduct a full Facilities Assessment and Capital Planning Study. Three comprehensive reports were prepared for the district with the intent of providing an assessment of short-term and long-term capital needs for the time period of 2024-2043. Reports were received for:

- **Newmarket Elementary School**
- **Newmarket Junior Senior High School**
- **Newmarket School District- Annex**

In these reports, the following areas at each facility were examined and assessed:

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- **Site Systems:** Parking lots, walkways, exterior areas and exterior lighting.
 - **Building Mechanical & Electrical Systems:** Sprinkler and Fire Suppression, Ventilation, Heating & Cooling systems, water, plumbing & electrical.
 - **Building Architectural Systems:** Roofs, structural components, exterior brick and building surfaces, doors, windows, etc.
 - **Interior Areas:** Flooring, wall surfaces, permanent gym equipment, food preparation equipment, refrigeration, bleachers, ceilings, etc.
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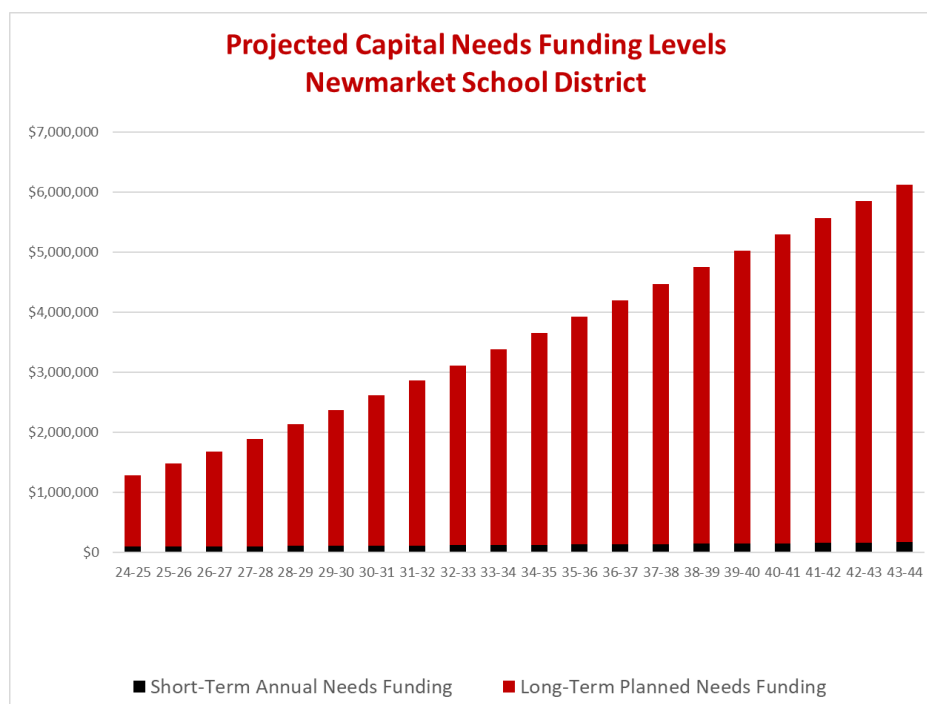
Strategies to Maintain and Improve our Facilities and Grounds

After reviewing the information from the Facilities Assessment Reports, the Capital Improvement Committee reviewed strategies that might be used to plan for ongoing repair and upkeep, replacement cycles for equipment as well as larger capital improvement needs that will arise as our facilities age. The committee discussed options for planned maintenance, future improvements of facilities, and general maintenance and upkeep of facilities with the following goals:

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- **Short-Term Plan (Appendix A):** Implement a high-quality maintenance and improvement plan for regular, ongoing maintenance of facilities and equipment, extending lifespans as long as possible. Fund this category of improvement from the operating budget by adding \$100K to each annual budget, adjusted for inflation, beginning with 24-25. A listing of priority needs as determined by the Facilities Director, will be presented annually as part of the budget process. **See Appendix A for the 24-25 Detailed Short-Term Plan.**
 - **Long-Term Plan (Appendix B):** Based on the Facilities Assessment reports, develop a schedule and funding plan for larger capital projects such as roof repairs and HVAC equipment replacement. The Committee proposes the creation of an annual warrant article each year that would add a set amount to our existing School Improvement Capital Reserve Fund. This amount would be based on the total amount of anticipated funding needed over the next 20 years (\$4.9 million), less existing CRF funds (\$1.172 million). FY 24 was our initial funding year of this Capital Improvement Plan. We

estimate that by raising and appropriating \$200K in years 1-4 (FY24 – FY27); \$240K in years 5-10 (FY28-FY33) ; and \$270K in subsequent years, we can fully fund our Capital Improvement Plan with adequate cash flow in all years to fund our planned improvements. It is recommended that this plan be revisited by the Board at least every 5 years to ensure that capital needs and/or funding needs have not changed significantly. **See Appendix B and C for the 24-25 Projected 5-Year Capital Reserve/Trust Fund Plan and projected fund balances under our current funding plan.** See also the **Projected Capital Needs Funding Levels Chart** below for a snapshot of potential funding accumulation over the next 20 years if we choose to raise and appropriate funding as indicated in Appendix C. **See Appendix F for Trust Fund Balances as of 6/30/24.**

- **Future Expansion / Strategic Investment:** For future expansion of facilities or grounds, annually evaluate the 10-year funding plan to determine when larger enhancement projects (ie. Athletic field/complex development, solar field development, etc.) might best fit in with existing capital needs. Continue to investigate other funding mechanisms such as grants, federal and state funding opportunities, etc. that might benefit the Newmarket School District and assist with funding these types of projects.
- **Avoid Tax Impact “Spikes and Valleys”:** By budgeting for routine and regular maintenance at the same level each year, and by determining a set amount for the annual warrant article to add funds to our CRF, the Capital Improvement Committee seeks to “flatten out” the funding needed for the next 10 years, thus minimizing variability year-to-year in local tax burden.



Appendix A: Detailed Short-Term Plan 24-25

As Presented to Newmarket School Board August 1, 2024:

Building	Project	Notes	Cost
Annex	Exterior walls/front entrance	Repoint brick on front entrance	\$2,500
Annex	Parking Lot	Repaint lines in parking lot	\$508
Annex	Smoke and fire detection	Bring system up to code	\$5,000
JSHS	Paint cornice	Scrape, prime and paint	\$10,000
JSHS	Gym equipment	Replace gym divider curtain	\$10,000
JSHS	Parking lot	Repaint lines in parking lot	\$2,247
JSHS	Restroom fixtures	Replace bathroom fixtures	\$2,575
JSHS	Exterior walls	Repair grout/caulk	\$25,000
NES	Control joints	Caulk control joints	\$10,500
NES	Classroom casework	Replace hinges, repair	\$1,545
NES	Parking lot	Repaint lines in parking lot	\$3,838
NES	Restroom fixtures	Replace restroom fixtures	\$1,882
NES	Split system condensers	Replace split system condensers	\$4,568
NES	Window lintels	Remove rust, repoint lintels	\$20,700
Total Planned Maintenance (budget)			\$100,863

Appendix B: Capital Reserve/ Trust Fund Plan 24-25

As Presented to Newmarket School Board August 1, 2024

Building	Project	Notes	Cost
JSHS	Roofing	Replace roof on sections 3,4, &5	\$364,132
NES	Exterior Walls	Re-point and repair exterior walls	\$53,124
NES	RTU's	Replace Trane RTU	\$20,000
NES	Window Frames	Replace old windows in rear	\$288,218
Total			\$725,474

Appendix C: Projected Five Year CRF/ Trust Fund Balances (FY 25-29)

Revised/Updated 8/12/24

Year	2024	2025	2026	2027	2028	2029
Expenditures		\$725,474	\$162,871	\$493,358	\$0	\$67,812
Warrant Article		\$200,000	\$200,000	\$200,000	\$240,000	\$240,000
Capital Funds Balance	\$1,184,378	\$658,904	\$696,033	\$402,675	\$642,675	\$814,863

Appendix D: Detailed Long-Term Plan 2025-2043 (page 1 of 2)

Maintenance Task	Building	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Roofing	JR/SR	\$ 364,132	\$ 162,871	\$ 167,757						\$ 15,804		
Smoke & Fire Detection	JR/SR											
Energy Recovery Units	JR/SR										\$ 44,349	\$ 45,680
Gym Floors	JR/SR			\$ 33,209					\$ 38,498			
Parking	JR/SR					\$ 38,830					\$ 45,014	
Exterior Walls	JR/SR					\$ 28,982					\$ 33,598	
RTUs	JR/SR											
Make Up Air	JR/SR											
Caulking Windows	JR/SR									\$ 45,281		
Café Flooring	JR/SR								\$ 40,511			
Sight Lighting	JR/SR								\$ 33,569			
Library Flooring	JR/SR								\$ 30,095			
Kitchen Range Hood	JR/SR											
Public Access/Security	JR/SR											
Shop Dust Collection	JR/SR							\$ 23,562				
Weight Room Equipment	JR/SR									\$ 19,572		
DHW Storage	JR/SR								\$ 18,051			
Kitchen Ovens	JR/SR											
Roofing	NES			\$ 292,392								
Window Frames	NES	\$ 288,218										
Smoke & Fire Detection	NES											
Boilers	NES											
Café Flooring	NES									\$ 53,509		
Exterior Walls	NES	\$ 53,124										
Sight Lighting	NES									\$ 20,550		
RTUs	NES	\$ 20,000										
		\$ 725,474	\$ 162,871	\$ 493,358	\$ -	\$ 67,812	\$ -	\$ 23,562	\$ 160,724	\$ 154,716	\$ 122,961	\$ 45,680
	7/1/24 CRF Balance	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Net Funding Level (July 1 Balance, plus annual Warrant Article appropriation, less estimated annual expenditures)	\$ 1,184,378	\$ 658,904	\$ 696,033	\$ 402,675	\$ 642,675	\$ 814,863	\$ 1,054,863	\$ 1,271,301	\$ 1,350,577	\$ 1,435,861	\$ 1,582,900	\$ 1,807,220

Appendix D (con't): Detailed Long-Term Plan 2025-2043 (page 2 of 2)

2036	2037	2038	2039	2040	2041	2042	2043	Total
		\$ 328,421	\$ 221,076					\$ 1,260,061
	\$ 190,909							\$ 190,909
\$ 47,050	\$ 48,462							\$ 185,541
	\$ 44,629					\$ 51,738		\$ 168,074
			\$ 52,184					\$ 136,028
			\$ 38,949					\$ 101,529
	\$ 100,595							\$ 100,595
	\$ 55,070							\$ 55,070
								\$ 45,281
								\$ 40,511
								\$ 33,569
								\$ 30,095
	\$ 29,371							\$ 29,371
	\$ 29,371							\$ 29,371
								\$ 23,562
								\$ 19,572
								\$ 18,051
	\$ 17,108							\$ 17,108
	\$ 913,061	\$ 538,475						\$ 1,743,928
								\$ 288,218
		\$ 128,570						\$ 128,570
							\$ 87,675	\$ 87,675
								\$ 53,509
								\$ 53,124
								\$ 20,550
								\$ 20,000
\$ 47,050	\$ 1,428,576	\$ 995,466	\$ 312,209	\$ -	\$ -	\$ 51,738	\$ 87,675	\$ 4,879,872
2036	2037	2038	2039	2040	2041	2042	2043	
\$ 2,030,170	\$ 871,594	\$ 146,128	\$ 103,919	\$ 373,919	\$ 643,919	\$ 862,181	\$ 1,044,506	

NOTE: It is a recommendation of the Newmarket School District CIP Committee to conduct another facilities needs assessment in 2040 to ensure that our estimates for life expectancy of equipment and facilities is still adequate for projecting our long term needs.

Appendix E: Proposed Annual Funding Levels for Capital Improvement Plan (Proposed annual appropriation via Warrant Article)

Warrant Article Amount		
FY 24 - FY 27	Years 1-4	\$200,000
FY 28 - FY 33	Years 5-10	\$240,000
FY 33 - FY 43	Years 11-20	\$270,000

Appendix F: Newmarket School District Trust Fund Balances as of 6/30/24

As of: June 30, 2024

Account Name	Beginning Balance	Transfers**	Interest YTD	Ending Balance	Type	Date Established	Purpose
Insurance and Benefits Expendable Trust	\$ -	\$ 50,000.00	\$ 501.96	\$ 50,501.96	ETF	3/12/2023	To meet the cost of unanticipated insurance and employee benefits expenses.
School Repair and Maintenance Trust Fund	\$ 640,054.86		\$ 6,579.87	\$ 646,634.73	ETF	3/9/2004	Repair and maintenance of school facilities.
School Technology Expendable Trust Fund	\$ 168,648.49		\$ 1,733.73	\$ 170,382.22	ETF	3/8/2005	Purchase technology equipment
School Improvement Capital Reserve Fund	\$ 370,199.14	\$ 162,110.00	\$ 5,433.64	\$ 537,742.78	CRF	3/9/2021	For the purpose of improving, expanding, maintaining, renovating, furnishing and equipping school buildings.
Special Education Expendable Trust Fund	\$ 300,506.38		\$ 3,089.24	\$ 303,595.62	ETF	3/9/2004	Educating educationally disabled children.
Utility Capital Reserve Fund	\$ 25,490.87		\$ 262.07	\$ 25,752.94	CRF	3/12/2013	Meet the cost of utility expenses.
	\$1,504,899.74	\$ 212,110.00	\$17,600.51	\$ 1,734,610.25			

Note: The Balances shown above do not include Warrant Article #3, \$200K voted for transfer into School Improvement Capital Reserve Fund from fund balance as of July 1, 2024. The addition of this \$200K will increase the capital balances to \$1,384,378 as of 7/1/24, prior to any use of funds in 24-25.