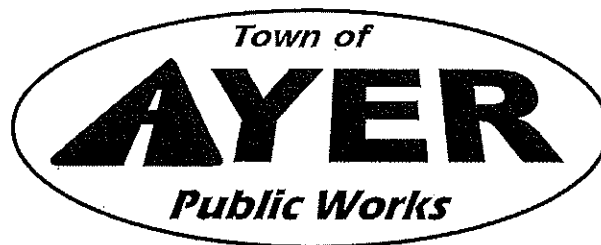


Town of Ayer - Department of Public Works  
October 28, 2022

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FY 2024

## 5 Year Capital Budget Proposal



*Dad*

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM  
DEPARTMENT OF PUBLIC WORKS  
FISCAL YEAR: 2024

  
10/28/2022

DEPARTMENT: **DPW Administration**

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	DPW Security Gate Upgrade	\$20,000	\$0	\$0	\$0	\$0
Yearly Totals		\$20,000	\$0	\$0	\$0	\$0

DEPARTMENT: **Highway**

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Road Paving	\$85,000	\$85,000	\$90,000	\$90,000	\$90,000
2	Salt storage facility	\$0	\$400,000	\$0	\$0	\$0
3	Highway Garage Renovate Existing FY25 Design, FY26 Construction	\$0	\$400,000	\$4,700,000	\$0	\$0
4	6-Wheel Dump Truck w/plow and spreader	\$0	\$275,000	\$0	\$0	\$0
5	W Main St/Shirley Street Bridge Replacement	\$2,500,000	\$0	\$0	\$0	\$0
6	Barnum Rd Bridge Repairs (Construction)	\$0	\$350,000	\$0	\$0	\$0
Yearly Totals		\$2,585,000	\$1,510,000	\$4,790,000	\$90,000	\$90,000


DEPARTMENT: **Stormwater**

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Stormwater Biofiltration/Outfall Improvements	\$0	\$50,000	\$0	\$50,000	\$0
2	Stormwater Culvert Improvements	\$260,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
3	Stormwater Storm Drain Upgrades	\$200,000	\$230,000	\$230,000	\$230,000	\$230,000
4	Upper Flannagan Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications	\$50,000	\$300,000	\$0	\$0	\$0
5	Balch Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications	\$0	\$0	\$50,000	\$300,000	\$0
Yearly Totals		\$510,000	\$1,880,000	\$1,580,000	\$1,880,000	\$1,530,000

DEPARTMENT: **Cemetery**

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Resurface Access Road/Driveways	\$25,000	\$0	\$0	\$0	\$0
2	Storage Building Rehabilitation	\$0	\$50,000	\$0	\$0	\$0
3	Grave Repairs	\$0	\$0	\$75,000	\$0	\$0
Yearly Totals		\$25,000	\$50,000	\$75,000	\$0	\$0
DPW GENERAL FUND TOTAL		\$3,115,000	\$3,390,000	\$6,370,000	\$1,970,000	\$1,620,000

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM  
DEPARTMENT OF PUBLIC WORKS  
FISCAL YEAR: **2024**  
ENTERPRISE FUNDS

  
10/28/2022

DEPARTMENT: DPW Water

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Annual Water Main Rehabilitation/Replacement	\$300,000	\$300,000	\$350,000	\$350,000	\$350,000
2	Washington Street Water Tank Painting	\$450,000	\$0	\$0	\$0	\$0
3	Spec Pond Well 3 Pumping Station and Transmission Main	\$250,000	\$1,750,000	\$0	\$0	\$0
4	Spec Pond GAC Upgrade for Well 3	\$0	\$0	\$585,000	\$0	\$0
5	Grove Pond AIX Media Replacement	Army Grant	Army Grant	\$200,000	\$200,000	\$200,000
6	Spec Pond GAC Media Replacement	\$0	\$168,000	\$0	\$168,000	\$0
7	Grove Pond Greensand Valve Replacement	\$30,000	\$30,000	\$0	\$0	\$0
8	Grove Pond PFAS Upgrades	\$0	\$0	\$0	\$0	\$0
	<b>WATER ENTERPRISE TOTAL</b>	<b>\$1,030,000</b>	<b>\$2,248,000</b>	<b>\$1,135,000</b>	<b>\$718,000</b>	<b>\$550,000</b>

DEPARTMENT: Wastewater

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Inflow/ Infiltration Repairs	\$1,250,000	\$1,250,000	\$750,000	\$750,000	\$750,000
2	WWTP Upgrades	\$0	\$3,500,000	\$0	\$3,300,000	\$0
3	Pump Impeller/Volute Replacement at Main and Central	\$33,000	\$33,000	\$33,000	\$0	\$0
4	Replace WWTP Boilers	\$85,000	\$0	\$0	\$0	\$0
5	Pickup Truck Replacement	\$0	\$0	\$40,000	\$0	\$0
6	Bennetts Brook Pump Station Upgrades	\$0	\$0	\$150,000	\$0	\$0
7	Garage/Storage Facility	\$0	\$0	\$350,000	\$0	\$0
	<b>WASTEWATER ENTERPRISE TOTAL</b>	<b>\$1,368,000</b>	<b>\$4,783,000</b>	<b>\$1,323,000</b>	<b>\$4,050,000</b>	<b>\$750,000</b>

DEPARTMENT: Solid Waste

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Paving Lower Access Driveway	\$25,000	\$0	\$0	\$0	\$0
2	3/4 Ton Pickup	\$0	\$0	\$45,000	\$0	\$0
	<b>SOLID WASTE ENTERPRISE TOTAL</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$0</b>


FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM

DEPARTMENT: Administration

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this form.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	DPW Security Gate Upgrade	\$50,000				
Yearly Totals		\$50,000	\$0	\$0	\$0	\$0

Department Head Signature:   
Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Administration

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

Item or Project: DPW Security Gate Upgrade


Explanation of Request: The existing security gate at the DPW is a manual operated steel gate painted yellow. There is also a rolling chainlink gate that is never used because it is heavy, non-functioning, and gets blocked by snow.

The manually operated gate has issues: requiring yearly painting and maintenance, pinch points (DPW has had injury incident reports), and requires individuals to exit vehicles and manually open under all weather conditions. The existing gate is locked outside normal DPW hours (Mon-Fri 7:30-3:30) and anyone entering the facility must open and close the gate, including police and fire for fueling. The industry standard is to have an automatic security gate which can operate off-hours via identification cards. An automatic gate will eliminate safety issues with manual operation and track personnel entering and exiting the facility.

Cost Justification: The price is based on a quote from a vendor who specializes in this type of work.

Benefit to the Town: Provides more secure DPW yard and fueling station, improves safety concerns

Alternative: Continue to use manually operated gate

Department Head Signature: 

Date: 10/26/23

**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Road Paving	\$85,000	\$85,000	\$90,000	\$90,000	\$90,000
2	Salt storage facility		\$400,000			
3	Highway Garage Renovate Existing FY25 Design, FY26 Construction		\$400,000	\$4,700,000		
4	6-Wheel Dump Truck w/plow and spreader		\$275,000			
5	W Main St/Shirley Street Bridge Replacement	\$2,500,000				
6	Barnum Rd Bridge Repairs (Construction)		\$350,000			
<b>Yearly Totals</b>		<b>\$2,585,000</b>	<b>\$1,510,000</b>	<b>\$4,790,000</b>	<b>\$90,000</b>	<b>\$90,000</b>

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY24, FY25, FY26, FY28

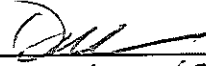
Item or Project: Road Paving

Explanation of Request: The Ayer DPW updated the pavement management plan in 2021 using a software called Predictor. We currently reconstruct / repave roads and sidewalks using MassDOT Chapter 90 funds. Ayer's current allocation is approximately \$240,000 per year. Our pavement management plan provides a Pavement Condition Index - PCI for each street ranging from 0 (poor condition) to 100 (newly paved). Ayer streets have an average PCI of 73. A PCI of 80 is considered acceptable. If we continue to use only Chapter 90 (i.e. \$240,000 per year), the model indicates the PCI will reach a plateau of 77. A budget of \$325,000 will raise the PCI to 80 after by 2029 which can then be maintained with the Chapter 90 budget.

Cost Justification: The budget is based on current paving bid prices with a construction inflation factor.

Benefit to the Town: Maintain the Town's infrastructure on an annual basis and provide the town with safe transportation.

Alternative: Rely on Chapter 90 funding only and apply for other grants when available.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25

Item or Project: Salt Storage Facility

Explanation of Request: The existing salt storage facility for the DPW needs significant repairs to the walls and roof. A new larger storage facility will provide more storage volume and optimize salt loading during winter storms. It will also reduce the potential for salt loss and run-off contamination.

Cost Justification: The budget is based on estimated construction costs for similar facilities.

Benefit to the Town: Provides a more efficient state of the art building to protect the investment in salt and ability to rapidly fill trucks and respond to snow and ice emergencies.

Alternative: Continue to maintain and utilize the existing structure.

Department Head Signature: 

Date: 10/28/22



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25 - Design, FY26 Construction


Item or Project: DPW Highway Garage Renovation

Explanation of Request: The DPW- Highway garage was constructed in 1967 (50 years ago). This project is part of the phased DPW facility upgrade plan. This will renovate the existing garage and provide updated HVAC, plumbing electrical and equipment, replace the roof, paint the walls and provide facilities for the staff.

Cost Justification: The budget is based on engineers estimate in the 2015 DPW Facility Report with adjustment for inflation and recent bid prices. With the design phase in FY25, the construction cost can be refined.

Benefit to the Town: Provides an updated, safe and functional facility for this important town Department. This is part of a cost effective program to upgrade the Town of Ayer DPW facilities.

Alternative: Continue to utilize the existing structures and buildings and risk injury, damage, and costly maintenance repairs.  
Construct a new DPW facility at a cost of \$18M.  
Defer the project for another year

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25

Item or Project: 6-Wheel Hook Lift Truck w/ Dump, Plow and Spreader

Explanation of Request: This truck replaces a 2003 International Dump Truck which is requiring significant repairs and a breakdown could impact the Town's snow plowing operations. A new truck will provide more reliability and continue to upgrade the Town fleet in a cost-effective manner.

Cost Justification: The price is based upon recent quote from State bid.

Benefit to the Town: To upgrade the aging fleet of front-line plow trucks while attempting to increase fuel efficiency with the newer vehicles. New vehicles ensure reliability in response to snow emergencies and significantly reduces emissions.

Alternative: Continue to utilize the aging fleet with continually increasing repair costs, questionable reliability,.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

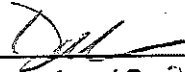
Item or Project: W Main St/Shirley Street Bridge Replacement

Explanation of Request: The West Main Street Bridge Replacement was bid in summer 2020 and was approximately \$1M over the appropriated funds (FY18 \$1.2M and \$500k small bridge grant). The DPW is reviewing the current alternatives and potential grant / Federal / State funding sources.

Cost Justification: Cost is based on prior bid results escalated to today.

Benefit to the Town: Shirley St - Repairs to bridge to allow it to safely reopen and provide a secondary road between the Town Center and W Main Street.  
W Main St - Repairs allow access to the main collector, W Main St. Access to West Main Street / Devens.

Alternative: Defer to future year with risk of bridge failure.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25 (construction)

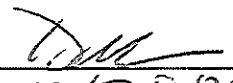
Item or Project: Barnum Road Bridge Repair

Explanation of Request: The Barnum Rd bridge is inspected every 2 years by MassDOT. The most recent reports have identified several deficiencies. It is recommended to repair these deficiencies before the deterioration is severe. The cost estimate is based on a preliminary engineering estimate. A final engineering estimate will be provided when the design is complete. Design is ongoing and will not be complete during this capital budget cycle.

Cost Justification: The budget is based on an engineering inspection, similar projects and input from engineers familiar with the project.

Benefit to the Town: Repairs to bridge are required to maintain the useful life of the bridge.

Alternative: Chapter 90 money could be used but would require deferring of road maintenance.

Department Head Signature: 

Date: 10/28/22

**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Stormwater Biofiltration/Outfall Improvements		\$50,000		\$50,000	
2	Stormwater Culvert Improvements	\$260,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
3	Stormwater Storm Drain Upgrades	\$200,000	\$230,000	\$230,000	\$230,000	\$230,000
4	Upper Flannagan Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications	\$50,000	\$300,000			
5	Balch Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications			\$50,000	\$300,000	
<b>Yearly Totals</b>		<b>\$510,000</b>	<b>\$1,880,000</b>	<b>\$1,580,000</b>	<b>\$1,880,000</b>	<b>\$1,530,000</b>

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*[Signature]*  
10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25, FY27

Item or Project: Stormwater Outfall Biofiltration Systems

Explanation of Request: The 2015 Pond Management study identified 11 areas where improvements to drainage outfalls that will reduce pollution entering the town ponds. This capital item is for the construction of three to four stormwater biofiltration systems in the Flannagan Pond and Grove Pond areas to reduce stormwater runoff contamination from entering the ponds. These improvements are required to meet the 2017 EPA Stormwater Permit.

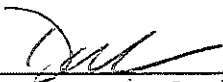
Cost Justification: The budget is based upon costs developed by the engineers in the Pond Management Study and updated based on DPW projects

Benefit to the Town: These projects are required in the Town's Stormwater permit. They improve the water quality in the towns important water resources

Alternative: There are no resonable or more cost effective alternatives. The "do nothing" alternative may result in permit violations and fines.

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25, FY26, FY27, FY28

Item or Project: Culvert Repair and Replacements


Explanation of Request: Through the Massachusetts SRF program, the DPW's consultant completed a Stormwater Asset Management Plan. The Plan was developed from record information and field assessment. The plan results in a criticality score for each asset (e.g., culvert, storm drain, etc.) and provides recommendations for capital improvement, further investigation, and maintenance.

The Plan identified 5 high criticality culverts which require replacement. The FY24 costs are for design and permitting of two culverts. Subsequent years have construction of one culvert and design of one culvert.

Cost Justification: The Opinion of Probable Cost was developed by the engineering consultant as part of the Stormwater Asset Management Plan.

Benefit to the Town: Failure of the existing culverts will result in a significant public safety issue and a more costly solution

Alternative: Wait until the culvert collapses and / or close the road

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25, FY26, FY27, FY28

Item or Project: Storm Drain Upgrades

Explanation of Request: Through the Massachusetts SRF program, the DPW's consultant completed a Stormwater Asset Management Plan. The Plan was developed from record information and field assessment. The plan results in a criticality score for each asset (e.g., culvert, storm drain, etc.) and provides recommendations for capital improvement, further investigation, and maintenance.

The Plan identified storm drains with high and medium criticality which require replacement. The FY24 costs are for pipe replacement while subsequent years also include pipe maintenance and CCTV.

Cost Justification: The Opinion of Probable Cost was developed by the engineering consultant as part of the Stormwater Asset Management Plan.

Benefit to the Town: Replace aging infrastructure, reduce emergency repairs and improve drainage in Town as part of the road repaving program.

Alternative: Continue with current operations

Department Head Signature: \_\_\_\_\_

Date: 10/28/22



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25

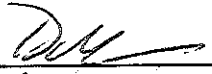
Item or Project: Upper Flannagan Pond Dam Improvements

Explanation of Request: The Town is responsible for inspecting and maintaining the dams and dikes on public property. These dams require inspections every 5 years and also need maintenance including new flash boards and concrete repairs. Based on the 2021 Phase 1 inspection of the Upper Flannagan Pond Dam, significant repairs are required on the dam and dike. In order to comply with the requirements of MassOffice of Dam Safety, improvements are required.

Cost Justification: The budget is based upon engineering estimates from the 2021 Phase 1 Report.

Benefit to the Town: Maintain existing dam infrastructure and pond levels, meet Dam Safety requirements and protect public safety and meet Mass Dam Safety regulations to avoid fines.

Alternative: Seek additional funding sources, however, risk non-compliance and public safety issues if doing nothing

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26, FY27

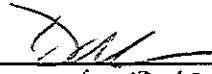
Item or Project: Balch Pond Dam Improvements

Explanation of Request: The Town is responsible for inspecting and maintaining the dams and dikes on public property. These dams require inspections every 5 years and also need maintenance including new flash boards, fencing and concrete repairs. Based on the 2012 inspection of the Balch Pond Dam and MassDOT completed a Phase 2 Report in 2014. Significant repairs are required on the dam and dike. In order to comply with the requirements of MassOffice of Dam Safety, improvements are required. There is some question as to the ownership responsibility of the Balch Pond Dam. The Dike is on Town ROW property. Some Phase 3 work is included in the DPW capital budget, however MassDOT may also be scheduling this work.

Cost Justification: The budget is based upon engineering estimates from the 2014 Phase 2 Report.

Benefit to the Town: Maintain existing dam infrastructure and pond levels, meet Dam Safety requirements and protect public safety and meet Mass Dam Safety regulations to avoid fines.

Alternative: Work with MassDOT and see if they are responsible for some of the improvements

Department Head Signature: 

Date: 10/28/22

**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Cemetery

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Resurface Access Road/Driveways	\$25,000				
2	Storage Building Rehabilitation		\$50,000			
3	Grave Repairs			\$75,000		
Yearly Totals		\$25,000	\$50,000	\$75,000	\$0	\$0

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*DM*  
10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

Item or Project: Resurface Access Road/Driveways

Explanation of Request: The existing driveways are in poor condition with alligator cracking, missing pavement, and stormwater ponding. Pot holes develop at the entrance to Section 4 and 5 of the cemetery annually and access becomes limited until the hole is repaired. Replacement of pavement in poor areas is recommended.

Cost Justification: The price is based on an estimated developed by DPW based on previous paving projects.

Benefit to the Town: Improves access to the cemetery and maintains a poor condition asset

Alternative: Do nothing; continue ongoing maintenance

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25

Item or Project: Storage Building Rehabilitation

Explanation of Request: The existing storage building is of brick construction and stone slate roof. The existing roof is in poor condition with missing and failing slate shingles and missing trim. A Contractor is evaluating the building and a better defined cost is being obtained.

Cost Justification: The price is based on an estimate from a Contractor who specializes in this work.

Benefit to the Town: Maintain the visual character at the cemetery and invest in the long term life of a historic building.

Alternative: Do nothing

Department Head Signature:   
Date: 10/23/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26

Item or Project: Headstone Repairs

Explanation of Request: There are headstones in disrepair which need to be maintained. Repairs needed include fractures to the headstone or footstone, resetting, resealing, leveling/installing foundation.

Cost Justification: The price is based on similar bid projects in the Commonwealth. A detailed evaluation will be conducted to determine the quantity of repairs and better refine the cost estimate.

Benefit to the Town: Headstone maintenance is required over time, its also a visual and respectful improvement.

Alternative: Do nothing, number of repairs will build up and could become replacements.

Department Head Signature: 

Date: 10/28/22

**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Water

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Annual Water Main Rehabilitation/Replacment	\$300,000	\$300,000	\$350,000	\$350,000	\$350,000
2	Washington Street Water Tank Painting	\$450,000				
3	Spec Pond Well 3 Pumping Station and Transmission Main	\$250,000	\$1,750,000			
4	Spec Pond GAC Upgrade for Well 3			\$585,000		
5	Grove Pond AIX Media Replacement	Army Grant	Army Grant	\$200,000	\$200,000	\$200,000
6	Spec Pond GAC Media Replacement		\$168,000		\$168,000	
7	Grove Pond Greensand Valve Replacement	\$30,000	\$30,000			
8	Grove Pond PFAS Upgrades					
Yearly Totals		\$1,030,000	\$2,248,000	\$1,135,000	\$718,000	\$550,000

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*[Signature]*  
10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25, FY26, FY27, FY28

Item or Project: Annual Water Main Rehabilitation/Replacement

Explanation of Request: The Town Water Distribution System consists of 37 miles of pipe ranging from 4 to 16 inch diameter. Much of the system is over 110 years old, has internal corrosion or has exceeded it's useful life. This item will budget for an annual water main rehabilitation and replacement program to begin upgrading the aging infrastructure. The priority will be coordinated with other town projects including road paving. This approach has been effective in beginning to address the need for a long term infrastructure upgrade program. Proposed projects include replacing the main in Third St and Cambridge St, and replacing 15 hydrants.


Cost Justification: The \$300,000 budget is based on approximately 1500 to 2000 feet of replacement per year.

Benefit to the Town: Replace aging infrastructure before major failure or maintenance is required. Improve water quality and reliability.

Alternative: Do nothing and risk future more costly repairs. Reduce annual footage, Wait for future grant programs.

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

  
10/28/22



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24


Item or Project: Washington Street Water Tank Painting

Explanation of Request: The Washington Street Water Tank was constructed in 1995. Steel water tanks are painted with specialty coating to protect the steel structure. The DPW inspects the tank every two years to evaluate the condition of the coating system and so far it's been in good condition. Typically paint systems last every 15 to 20 years, so it is not unreasonable to expect to repaint the tank in FY24. However we will continue to monitor the existing coatings and adjust the schedule as needed.

Cost Justification: The price is based upon recent bids for similar tanks. The project would be bid to get the best price.

Benefit to the Town: Maintains the investment in infrastructure.

Alternative: Defer Maintenance.

Department Head Signature:   
Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25

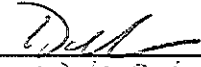
Item or Project: Spec Pond Well 3 Pumping Station and Transmission Main

Explanation of Request: Following the new source approval for Spec Pond Well 3, the next step would be to design and construct a pumping station and transmission main from the source to the Spec Pond Water Treatment Plant.

Cost Justification: The cost estimate is based on similar projects.

Benefit to the Town: Identify potential future water supply well site(s).

Alternative: Continue current operations and identify additional supplies through interconnections.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26

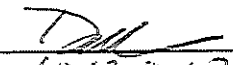
Item or Project: Spec Pond GAC Upgrade for Well 3

Explanation of Request: The construction of the new source (Spec Pond Well 3) will require the treatment plant Granular Activated Carbon (GAC) system to be upgraded to provide treatment capacity.

Cost Justification: The cost estimate is based on our consulting engineer's estimate.

Benefit to the Town: Support infrastructure of future water supply well site(s).

Alternative: Continue current operations and identify additional supplies through interconnections.

Department Head Signature:   
Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26, FY27, FY28

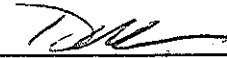
Item or Project: Grove Pond AIX Media Replacement

Explanation of Request: The construction of the Anion Exchange Media for PFAS treatment is anticipated to require replacement of one vessel every year. This timeframe is based on the Manufacturer's estimate of when the AIX will be "spent," meaning the AIXs ability to treat is used up and no longer able to remove PFAS.

Cost Justification: The cost estimate is based on the manufacturer's estimate.

Benefit to the Town: Continued compliance with regulators for PFAS removal from Drinking Water.

Alternative: Allow the media to become "spent" releasing detectable levels of PFAS into the Drinking Water and being out of regulatory compliance.

Department Head Signature:   
Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25, FY27


Item or Project: Spec Pond GAC Media Replacement

Explanation of Request: The construction of the Granular Activated Carbon (GAC) for PFAS treatment is anticipated to require replacement every two years. This timeframe is based on the Engineer's estimate of when the GAC will be "spent," meaning the GACs ability to treat is used up and no longer able to remove PFAS.

Cost Justification: The cost estimate is based on our consulting engineer's estimate.

Benefit to the Town: Continued compliance with regulators for PFAS removal from Drinking Water.

Alternative: Continue current operations and identify additional supplies through interconnections.

Department Head Signature:   
Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: WATER

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25


Item or Project: Grove Pond Greensand Valve Replacements

Explanation of Request: The operating and control valves at each greensand filter vessel are original to the plant and are in need of replacement. There are 30 valves total. DPW proposes to replace half of them in FY24 and the other half in FY25.

Cost Justification: Cost is based on manufacturer's estimate. Project will be placed out to bid to get the best price.

Benefit to the Town: Ensuring proper control and operation of each pressure vessel.

Alternative: Do nothing and risk a valve not working properly during operation.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: WATER

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

Item or Project: Grove Pond PFAS Upgrades

Explanation of Request: PFAS Treatment began full operation at the Grove Pond Treatment Facility has been in 2020. Since then the Water Treatment Facility has not been able to produce the amount of water that it did prior to PFAS Treatment. DPW contracted with a professional engineering firm, Woodard and Curran, to evaluate why the issue is occurring and to offer possible solutions.

Cost Justification: At this time, a cost estimate is unknown as Woodard and Curran has not completed their analysis. DPW asks for a placeholder in order to act quickly to improve water production in FY24 in the case that the Town suffers another drought or other water emergency.

Benefit to the Town: Restore the Grove Pond Treatment Facility to prior production levels to maintain a resilient water supply and support Town economic growth.

Alternative: Do nothing and risk not being able to meet demand and forcing the need for conservation measures.

Department Head Signature: 

Date: 10/28/22

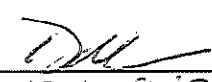
**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Inflow/ Infiltration Repairs	\$1,250,000	\$1,250,000	\$750,000	\$750,000	\$750,000
2	WWTP Upgrades		\$3,500,000		\$3,300,000	
3	Pump Impellar/Volute Replacement at Main and Central	\$33,000	\$33,000	\$33,000		
4	Replace WWTP Boilers	\$85,000				
5	Pickup Truck Replacement			\$40,000		
6	Bennetts Brook Pump Station Upgrades			\$150,000		
7	Garage/Storage Facility			\$350,000		
<b>Yearly Totals</b>		<b>\$1,368,000</b>	<b>\$4,783,000</b>	<b>\$1,323,000</b>	<b>\$4,050,000</b>	<b>\$750,000</b>

Department Head Signature: 

Date: 10/28/22



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25, FY26, FY27, FY28


Item or Project: Inflow / Infiltration Sewer Repairs

Explanation of Request: The Town sewer system is aging and has significant inflow and infiltration during wet weather and spring snow melt. The flows to the plant more than double at times, resulting in added pumping, treatment and operating costs. The EPA NPDES permit for the town has requirements to reduce the I/I. The DPW has completed a detailed investigation including CCTV inspection of pipes and manholes and quantifying the inflow / infiltration. Based on the investigations, a long term, phased sewer rehab program has been developed. FY24-FY25 work include the sewer main on Sandy Pond Road which is immediately downstream of the Westford Road sewer main which requires replacement.

Cost Justification: The Budget is based on I/I plan developed by Arcadis Consultants based on the 2018 investigation / study.

Benefit to the Town: To reduce the flows, pumping and treatment costs, operations and provide a basis for requiring developer participation. Also meet regulatory requirements. The DPW is also developing an I/I removal policy that would require developers to pay for repairs to support I/I removal.

Alternative: Continue current operations. At some point, reduction in I/I will be mandated by the EPA as a NPDES Permit Condition.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY25, FY27

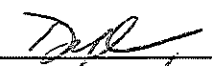
Item or Project: Wastewater Treatment Plant Upgrades

Explanation of Request: The Ayer Wastewater Treatment Plant was constructed in 1982. It has had process upgrades but much of the process and building systems have not been upgraded. In addition, there are new regulations which the Town must comply. The DPW completed a WWTP facility evaluation for the facility site, process, equipment, building systems and efficiency, including improvements required to meet the NPDES Discharge Permit. A five year + program has been developed to prioritize and categorize the improvements.

Cost Justification: The budget is based on 2015 detailed engineering evaluation and report completed by CDM-Smith, the company that designed the original plant and a world renowned environmental engineering consultant and has been updated and reprioritized on an annual basis.

Benefit to the Town: Improve the safety and reliability, operational efficiency, reduce operational costs, prolong the life of the facility and meet regulatory requirements.

Alternative: Doing nothing and continue with costly repairs and reliability issues.  
Scale down the scope and phase the improvements over a longer period of time.

Department Head Signature: 

Date: 10/29/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24, FY25, FY26

Item or Project: Pump Impellar/Volute Replacement at Main and Central

Explanation of Request: The Impellar and Volute are parts of a wastewater pump that wears down and needs to be replaced every six to eight years. When the parts wear to the point of replacement, the pump efficiency decreases dramatically and frequent maintenance work is needed by staff to unclog material that gets caught in the worn areas. Main Pump 2 was replaced in FY23. Recommend completing the remaining three pumps over the next three FY cycles.

Cost Justification: The price is based on the work done on Main Pump 2.

Benefit to the Town: Replace wastewater pump parts for reliable sewer movement, prevent future clogs and emergency repair costs.

Alternative: Doing nothing and continue with costly emergency repairs and reliability issues.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

Item or Project: Replace WWTP Boilers

Explanation of Request: The boilers at the WWTP are original to the building and have exceeded their useful life expectancy. For the past several years repairs have been made that are costly and offering only temporary fixes.

Cost Justification: The price is an estimate with a more accurate contractor's estimate being developed. Project will go out to bid for best pricing.

Benefit to the Town: Providing staff and equipment with a workable climate.

Alternative: Do nothing and risk continued costly repairs.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26


Item or Project: Pickup Truck

Explanation of Request: This truck replaces a 2007 Silverado 2500HD. The truck has significant body rust and other mechanical issues. This is used to operate the wastewater collection system and WWTP. It will have a plow for winter plowing.

Cost Justification: The price is based upon recent quote as specified by the State Bid list.

Benefit to the Town: Efficient operations of Wastewater system.

Alternative: Continue to utilize the aging fleet with increasing repair costs, questionable reliability.

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26

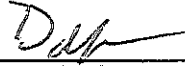
Item or Project: Bennetts Brook Sewer Pumping Station Upgrade

Explanation of Request: The Town Wastewater system includes 20 wastewater lift / pumping stations of various ages, sizes and designs. The DPW has numerous alarm conditions related to failing equipment in these stations resulting in overtime and loss of service. The Bennetts Brook Pumping Station is a "suction lift" type station located near Bennetts Brook constructed in 1999. The DPW is proposing to upgrade the equipment in the existing station to improve reliability and efficiency.

Cost Justification: The price is based upon similar projects.

Benefit to the Town: Upgrade will provide more efficient operations, reliability, and reduce costly repairs to this station.

Alternative: Do nothing and risk potential health and safety issues if the pump station fails. Risk loss to the surrounding area and environment (damage to property/resource areas).

Department Head Signature: 

Date: 10/23/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26

Item or Project: Garage/Storage Facility

Explanation of Request: Due to lack of adequate storage capabilities, the entire fleet of Wastewater vehicles and equipment (including trucks, trailers, plows, jetter, etc.) remain outside exposed to the weather. Being left outside holds the equipment at risk for vandalism and theft. In efforts to protect this expensive equipment, it should be kept covered, out of the elements and out of harms way.

Cost Justification: The price is based upon similar projects.

Benefit to the Town: To protect the longevity and safety of the equipment and appurtenances.

Alternative: Do nothing and risk theft, vandalism, and weather exposure to the equipment.

Department Head Signature: 

Date: 10/25/22

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM

DEPARTMENT: Solid Waste

FISCAL YEAR: 2024

Please list each capital request on this form with a dollar amount and in the appropriate year. Then complete a Form B for each request appearing on this sheet.

	Item Requested	FY24	FY25	FY26	FY27	FY28
1	Paving Lower Access Driveway	\$25,000	\$0	\$0	\$0	\$0
2	3/4 Ton Pickup	\$0	\$0	\$45,000	\$0	\$0
Yearly Totals		\$25,000	\$0	\$45,000	\$0	\$0

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

DNA  
10/28/22



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Solid Waste

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY24

Item or Project: Paving Lower Access Drive

Explanation of Request: The existing driveways are in poor condition with alligator cracking, missing pavement, and stormwater ponding. The work would pave select portions of the access drive which are in very poor condition.

Cost Justification: The price is based on an estimated developed by DPW based on previous paving projects.

Benefit to the Town: Improves access to the Transfer Station of vehicles and vendors removing recycling and solid waste.

Alternative: Do nothing; continue ongoing maintenance

Department Head Signature: 

Date: 10/28/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Solid Waste

FISCAL YEAR: 2024

Please provide written explanation and justification and any appropriate backup materials that would be necessary to understand and consider this request.

Fiscal Year of Request: FY26


Item or Project: 3/4-Ton Pickup

Explanation of Request: This truck replaces a 2011 Ford F250 which may be ending its useful life around FY26. It is used for snow plowing. If the vehicle remains viable, the FY request could be pushed out.

Cost Justification: The price is based upon recent quote as specified by the State Bid list

Benefit to the Town: Transfer Station and snow plowing operations throughout Town.

Alternative: Continue to utilize the aging fleet with increasing repair costs, questionable reliability

Department Head Signature:   
Date: 10/28/22