

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM  
DEPARTMENT OF PUBLIC WORKS

FISCAL YEAR: 2025

10/27/2023

DEPARTMENT: DPW Administration/Engineering

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Park Street Improvement Project Final Design	\$65,000	\$0	\$0	\$0	\$0
2	Central Ave / Groton Harvard Road Intersection Improvements	\$0	\$1,587,500	\$0	\$0	\$0
<b>Yearly Totals</b>		<b>\$65,000</b>	<b>\$1,587,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

DEPARTMENT: Highway

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Road Paving	\$95,000	\$95,000	\$100,000	\$100,000	\$100,000
2	Salt storage facility	\$0	\$0	\$400,000	\$0	\$0
3	Highway Garage Renovate Existing FY27 Design, FY28 Construction	\$0	\$0	\$400,000	\$4,700,000	\$0
4	Municipal Tractor / Sidewalk Snow Blower	\$175,000	\$0	\$0	\$0	\$0
5	6-Wheel Hook Lift Dump Truck	\$0	\$300,000	\$0	\$0	\$0
6	Barnum Rd Bridge Repairs (Construction)	\$0	\$0	\$350,000	\$0	\$0
<b>Yearly Totals</b>		<b>\$270,000</b>	<b>\$395,000</b>	<b>\$1,250,000</b>	<b>\$4,800,000</b>	<b>\$100,000</b>

DEPARTMENT: Stormwater

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Stormwater Biofiltration/Outfall Improvements	\$50,000	\$0	\$50,000	\$0	\$0
2	Stormwater Culvert Improvements	\$130,000	\$2,500,000	\$130,000	\$130,000	\$1,800,000
3	Stormwater Storm Drain Upgrades	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000
4	Upper Flannagan Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications	\$0	\$300,000	\$0	\$0	\$0
5	Balch Pond Dam Repairs Phase 2- Dam Design & Permitting Phase 3 - Dam Modifications	\$0	\$0	\$75,000	\$300,000	\$0
<b>Yearly Totals</b>		<b>\$410,000</b>	<b>\$3,030,000</b>	<b>\$485,000</b>	<b>\$660,000</b>	<b>\$2,030,000</b>

DEPARTMENT: Cemetery

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Storage Building Rehabilitation	\$0	\$0	\$100,000	\$0	\$0
2	Lot Markers	\$0	\$35,000	\$0	\$0	\$0
3	Grave Repairs	\$0	\$0	\$0	\$75,000	\$0
<b>Yearly Totals</b>		<b>\$0</b>	<b>\$35,000</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$0</b>
<b>DPW GENERAL FUND TOTAL</b>		<b>\$745,000</b>	<b>\$5,012,500</b>	<b>\$1,735,000</b>	<b>\$5,460,000</b>	<b>\$2,130,000</b>

Town of Ayer - Department of Public Works  
October 27, 2023

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FY 2025

## 5 Year Capital Budget Proposal



A handwritten signature in black ink, appearing to be "D. M. L.", is written below the logo.

## DEPARTMENT OF PUBLIC WORKS

Water, Wastewater, Highway & Solid Waste Divisions

Dan Van Schalkwyk, P.E., Director  
Kimberly Abraham, Water and Sewer Superintendent  
Matt Hernon, P.E., Town Engineer  
Pam Martin, Business Manager

25 BROOK STREET  
AYER, MASSACHUSETTS 01432  
T: (978) 772-8240  
F: (978) 772-8244

### Memorandum

Date: October 27, 2023  
To: Ayer Capital Planning Committee  
Cc: Robert Pontbriand, Town Manager  
Barbara Tierney, Finance Manager  
From: Dan Van Schalkwyk, P.E., DPW Director  
Kimberly Abraham, Water and Sewer Superintendent  
Re: DPW Capital Budget Request Submission

Dear Ayer Capital Planning Committee:

Please find enclosed the DPW's FY25 Capital Budget Proposal. Please note the DPW is still awaiting final budgetary quotes for the following projects and the monetary request may change:

- DPW Highway – Municipal Tractor / Sidewalk Snow Blower
- DPW Water – Washington Street Water Tank Painting
- DPW Wastewater – Pump Station Upgrades

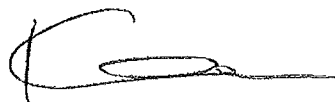
We look forward to presenting the Capital requests to the Committee this Fall.

Regards,

**AYER DEPARTMENT OF PUBLIC WORKS**



Dan Van Schalkwyk, P.E.  
Director



Kimberly Abraham  
Water and Sewer Superintendent

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM  
DEPARTMENT OF PUBLIC WORKS

FISCAL YEAR: 2025

10/27/2023

DEPARTMENT: DPW Administration/Engineering

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DEPARTMENT: Highway

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DEPARTMENT: Cemetery

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3	Grave Repairs	\$0	\$0	\$0	\$75,000	\$0
<b>Yearly Totals</b>		<b>\$0</b>	<b>\$35,000</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$0</b>
<b>DPW GENERAL FUND TOTAL</b>		<b>\$745,000</b>	<b>\$5,012,500</b>	<b>\$1,735,000</b>	<b>\$5,460,000</b>	<b>\$2,130,000</b>

DV

FORM A  
TOWN OF AYER CAPITAL BUDGET REQUEST FORM  
DEPARTMENT OF PUBLIC WORKS  
FISCAL YEAR: 2025  
ENTERPRISE FUNDS

10/27/2023

DEPARTMENT: DPW Water

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Annual Water Main Rehabilitation/Replacement	\$300,000	\$350,000	\$350,000	\$350,000	\$350,000
2	Washington Street Water Tank Painting	\$100,000	\$0	\$0	\$0	\$0
3	Spec Pond Well 3 Pumping Station and Transmission Main	\$350,000	\$2,100,000	\$0	\$0	\$0
4	Spec Pond GAC Upgrade for Well 3	\$0	\$0	\$650,000	\$0	\$0
5	Grove Pond AIX Media Replacement	Army Grant	\$200,000	\$200,000	\$200,000	\$200,000
6	Spec Pond GAC Media Replacement	\$100,000	\$0	\$100,000	\$0	\$100,000
7	Grove Pond Greensand Valve Replacement	\$50,000	\$50,000	\$0	\$0	\$0
8	6-Wheel Dump Truck	\$95,000				
9	Spec Pond Chlorine Chemical Skid	\$75,000				
	<b>WATER ENTERPRISE TOTAL</b>	<b>\$1,070,000</b>	<b>\$2,700,000</b>	<b>\$1,300,000</b>	<b>\$550,000</b>	<b>\$650,000</b>

DEPARTMENT: Wastewater

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Inflow/ Infiltration Repairs	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
2	WWTP Upgrades	\$4,000,000	\$0	\$3,300,000	\$0	\$0
3	Pump Impeller/Volute Replacement at Main and Central	\$33,000	\$33,000	\$33,000	\$0	\$0
4	Pickup Truck Replacement	\$45,000	\$0	\$0	\$0	\$0
5	Pump Station Upgrades	\$500,000	\$0	\$0	\$0	\$0
6	Pump Station Generator Connections	\$80,000	\$0	\$0	\$0	\$0
7	Garage/Storage Facility	\$0	\$350,000	\$0	\$0	\$0
	<b>WASTEWATER ENTERPRISE TOTAL</b>	<b>\$5,408,000</b>	<b>\$1,133,000</b>	<b>\$4,083,000</b>	<b>\$750,000</b>	<b>\$750,000</b>

DEPARTMENT: Solid Waste

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	3/4 Ton Pickup	\$0	\$45,000	\$0	\$0	\$0
	<b>SOLID WASTE ENTERPRISE TOTAL</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

DL

**FORM A**

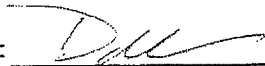
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Administration

FISCAL YEAR: 2025

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 s

	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Park Street Improvement Project Final Design	\$65,000				
2	Central Ave / Groton Harvard Road Intersection Improvements		\$1,587,500			
<b>Yearly Totals</b>		<b>\$65,000</b>	<b>\$1,587,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Department Head Signature:   
 Date: 10/27/23

DEPARTMENT: Public Works Administration and Engineering

FISCAL YEAR: 2025

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

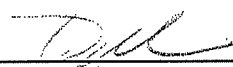
Item or Project: Park Street Improvement Project Final Design

Explanation of Request: The Town completed a grant funded 50% design of the reconstruction of Park Street, from Main Street to Groton Street. The construction involves the undergrounding of electric/other overhead, reconstruction of water, sewer, drain, and new streetscape. The Ayer Office of Community and Economic Development will be seeking a MassWorks grant in 2024 to fund the construction of the project. The design is required to be completed locally and the funding request is to compete the design.

Cost Justification: Cost is based on estimate by engineering consultant using industry standard engineering requirements and schedule.

Benefit to the Town: Park Street Form-Based Code will be substantially more lucrative with an underground utilities. The sidewalk is in moderate condition and there is no sidewalk in the northbound direction. On-street parking is being considered in the northbound direction. The crossings do not meet regulatory requirements. The overall streetscape needs updating.

Alternative: Repave existing footprint and complete sidewalk improvements with Chapter 90 funds in phases. This would reduce the total project cost and related engineering, but would take many years to complete and would not address overhead utilities. Or the Town could vote money to completely fund the project. This would improve the schedule and reduce some costs.

Department Head Signature: 

Date: 10/24/23

DEPARTMENT: Public Works Administration and Engineering

FISCAL YEAR: 2025

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: Central Avenue / Groton Harvard Road Intersection Improvements

Explanation of Request: The Town had an engineering evaluation ..... In 2020 and recently implemented a temporary solution of a 4-way stop at the Central Ave / Groton Harvard Road intersection. The report identified three potential long-term solutions. Implementation of the selected long-term solution will require engineering and construction. The DPW will seek grant funding for this work but local funding may be required if unsuccessful.

Cost Justification: Cost is based on estimate in the Evaluation inflated to today's prices.

Benefit to the Town: Improved intersection level of service and safety for all modes of travel.

Alternative: Utilize chapter 90 funds which would take years and defer road maintenance. Do nothing, continue with interim solution.

Department Head Signature: 

Date: 10/24/23



**FORM A**

**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Highway

FISCAL YEAR: 2025

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	FY25	FY26	FY27	FY28	FY29
1	Road Paving	\$95,000	\$95,000	\$100,000	\$100,000	\$100,000
2	Salt storage facility			\$400,000		
3	Highway Garage Renovate Existing FY27 Design, FY28 Construction			\$400,000	\$4,700,000	
4	Municipal Tractor / Sidewalk Snow Blower	\$175,000				
5	6-Wheel Hook Lift Dump Truck		\$300,000			
6	Barnum Rd Bridge Repairs (Construction)			\$350,000		
Yearly Totals		\$270,000	\$395,000	\$1,250,000	\$4,800,000	\$100,000

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

Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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, FY26, FY27, FY28, FY29

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 \$335,000 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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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: FY27

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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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: FY27 - Design, FY28 Construction

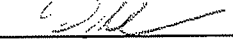
Item or Project: DPW Highway Garage Renovation

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 FY27, 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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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: Municipal Tractor / Sidewalk Snow Blower

Explanation of Request: The DPW has two municipal "tractors" that are used for mowing, sidewalk plowing, and sidewalk sweeping. The equipment includes:

- 2009 M-B MSV (Multi Service Vehicle)
- 2017 Trackless MT-7

These tractors get a lot of use in the summer and winter. Unfortunately, M-B stopped producing their sidewalk equipment and no longer produces parts for the M-B MSV, therefore, any significant part failure will likely cause the M-B to no longer be useable.

Cost Justification: The price is based upon recent quotes

Benefit to the Town: This will improve the speed of which the sidewalks are cleared after a snow storm. In addition, the DPW will use it to remove snow from the parking lanes on Main Street and widen roads that are narrow due to snow banks. It is also used for sweeping and flail mowing.

Alternative: Continue to utilize the existing equipment and repair as required (if possible to repair the M-B) and rent equipment when repairs cannot be made. It may be difficult to locate rental equipment.

Department Head Signature: 

Date: 10/29/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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: 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. The hook-lift style truck will allow quick transfer to between rolloff and salt spreader, this will be redundant with the current hook-lift style truck.

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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Highway

FISCAL YEAR: 2025

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: FY27 (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. The DPW will seek grant funding to implement the construction prior to FY27.

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: 10/24/25

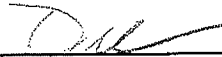
**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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	Item Requested	FY25	FY26	FY27	FY28	FY29
1	Stormwater Biofiltration/Outfall Improvements	\$50,000		\$50,000		
2	Stormwater Culvert Improvements	\$130,000	\$2,500,000	\$130,000	\$130,000	\$1,800,000
3	Stormwater Storm Drain Upgrades	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000
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Department Head Signature:   
Date: 10/27/23



**FORM B**

**TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION**

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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

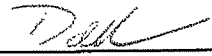
Item or Project: Stormwater Outfall Biofiltration Systems

Explanation of Request: The 2015 Pond Management study identified 11 areas where improvements to drainage outfalls that will reduce pollution entering the town ponds. Additionally, the MS4 Permit requires construction of a BMP as part of phosphorus reduction. This capital item is for the construction of biofiltration systems to reduce stormwater runoff contamination from entering the Town's waterways.

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 reasonable or more cost effective alternatives. The "do nothing" alternative may result in permit violations and fines.

Department Head Signature:   
Date: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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, FY26, FY27, FY28, FY29


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 Town is currently developing a Stormwater Utility Fund to be presented for adoption. The details of this fund are unclear at this time, therefore, a standard year of culvert improvements funds is recommended in FY25. Future years incorporate culvert replacements, spread out to limit the debt.

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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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, FY26, FY27, FY28, FY29

Item or Project: Storm Drain Upgrades

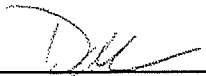
Explanation of Request: Through the Massachusetts SRF program, the DPW's consultant completed a Stormwater Asset Management Plan. The Plan was developed from record information and field assessment. The plan results in a criticality score for each asset (e.g., culvert, storm drain, etc.) and provides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

The Plan identified storm drains with high and medium criticality which require replacement. The FY25 costs are for pipe replacement, 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: 10/24/22

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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: 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. The FY26 funding request is for construction of repairs. The DPW will continue to seek grants for infrastructure projects.

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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Stormwater

FISCAL YEAR: 2025

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: FY27, FY28


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: 10/24/23

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

DEPARTMENT: Cemetery

FISCAL YEAR: 2025

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	FY25	FY26	FY27	FY28	FY29
1	Storage Building Rehabilitation			\$100,000		
2	Lot Markers		\$35,000			
3	Grave Repairs				\$75,000	
Yearly Totals		\$0	\$35,000	\$100,000	\$75,000	\$0

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

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

*Paul*  
10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2025

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: FY27

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.

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: 10/24/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2025

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: Lot Markers

Explanation of Request: In accordance with MGL 114, the Cemetery is required to have a marker at every lot identifying the lot number. This practice has not been in place in the past. The cost provided would allow the Town to procure markers for Section 4 of the Cemetery, the current active Section. When Section 5 is opened in the future, the Town will locate markers at each lot as the lots are utilized, in accordance with MGL 114.

Cost Justification: The price is based on an estimated developed by DPW based on projects in other Massachusetts communities.

Benefit to the Town: Meets regulatory requirements and ease of locating grave lots.

Alternative: Do nothing

Department Head Signature: 

Date: 10/24/23



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Cemetery

FISCAL YEAR: 2025

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: FY28

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: 10/24/23


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

DEPARTMENT: Water

FISCAL YEAR: 2025

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	FY25	FY26	FY27	FY28	FY29
1	Annual Water Main Rehabilitation/Replacement	\$300,000	\$350,000	\$350,000	\$350,000	\$350,000
2	Washington Street Water Tank Painting	\$100,000				
3	Spec Pond Well 3 Pumping Station and Transmission Main	\$350,000	\$2,100,000			
4	Spec Pond GAC Upgrade for Well 3			\$650,000		
5	Grove Pond AIX Media Replacement	Army Grant	\$200,000	\$200,000	\$200,000	\$200,000
6	Spec Pond GAC Media Replacement	\$100,000		\$100,000		\$100,000
7	Grove Pond Greensand Valve Replacement	\$50,000	\$50,000			
8	6-Wheel Dump Truck	\$95,000				
9	Spec Pond Chlorine Chemical Skid	\$75,000				
Yearly Totals		\$1,070,000	\$2,700,000	\$1,300,000	\$550,000	\$650,000

Department Head Signature:   
Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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, FY26, FY27, FY28, FY29

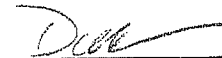
Item or Project: Annual Water Main Rehabilitation/Replacement

Explanation of Request: The Town Water Distribution System consists of 50 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 its 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 Cambridge St.

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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: Washington Street Water Tank Painting

Explanation of Request: \$450,000 was previously approved for the rehabilitation of the Washington Street Water Tank which was constructed in 1995. The Town has contracted with an engineering firm for the design and bidding. Initial cost estimates indicate that an additional \$100,000 is needed to perform the needed rehabilitation.

Cost Justification: The price is based upon recent engineer estimates. 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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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, FY26

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: T. Dick

Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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: FY27

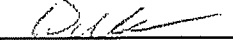
Item or Project: Spec Pond GAC Upgrade for Well 3

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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, FY29

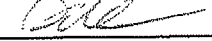
Item or Project: Spec Pond GAC Media Replacement

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 a manufacture'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: 10/27/23



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: WATER

FISCAL YEAR: 2025

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, FY26

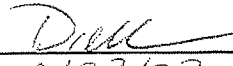
Item or Project: Grove Pond Greensand Valve Replacements

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 one third of them in each year.

Cost Justification: Cost is based on manufacturer's quote.

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: 10/27/23

**FORM B**  
**TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION**

DEPARTMENT: Water

FISCAL YEAR: 2025

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 Dump Truck

Explanation of Request: This truck replaces a 2008 Ford F350 6-wheel dump truck. The truck has significant body rust and other mechanical issues. This is used to operate the water sytem and Water Treatment Plants. It will have a plow and spreader for winter plowing.

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Water

FISCAL YEAR: 2025

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: Spec Pond Chlorine Chemical Skid

Explanation of Request: This replaces the components of the chlorine chemical feed system that pumps chlorine into the treatment system. The last time this was done was 2011. This is preventative maintenance to make sure equipment is available with breakdowns and emergencies practically non-existent or at lease planned/scheduled.

Cost Justification: The price is based upon recent quote from a contractor.

Benefit to the Town: To upgrade the aging chemical feed system.

Alternative: Continue to utilize the aging chemical feed system and risk failure and regulatory non-compliance.

Department Head Signature: 

Date: 10/22/23

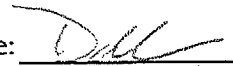
**FORM A**  
**TOWN OF AYER CAPITAL BUDGET REQUEST FORM**

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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	FY25	FY26	FY27	FY28	FY29
1	Inflow/ Infiltration Repairs	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
2	WWTP Upgrades	\$4,000,000		\$3,300,000		
3	Pump Impeller/Volute Replacement at Main and Central	\$33,000	\$33,000	\$33,000		
4	Pickup Truck Replacement	\$45,000				
5	Pump Station Upgrades	\$500,000				
6	Pump Station Generator Connections	\$80,000				
7	Garage/Storage Facility		\$350,000			
<b>Yearly Totals</b>		<b>\$5,408,000</b>	<b>\$1,133,000</b>	<b>\$4,083,000</b>	<b>\$750,000</b>	<b>\$750,000</b>

Department Head Signature: 

Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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, FY26, FY27, FY28, FY29

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 SSES investigations, a long term, phased sewer rehab program is being developed.

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: *Dale*

Date: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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, FY26, FY27

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

Explanation of Request: The Impeller 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 and Main Pump 3 will be replaced in FY24. Recommend completing the remaining three pumps at Central Ave Pump Station over the next three FY cycles.

Cost Justification: The price is based on the work done on Main Pump 2 and 3.

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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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: 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 sytem 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: 10/27/23



FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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: 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. Significant upgrades to the Wright Way Pump Station are needed. Some funding for this station had been approved and additional funding is needed as the complexities of the work is better understood. The Bennetts Brook Pumping Station is a "suction lift" type station located near Bennetts Brook constructed in 1996. 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 and Engineer estimates.

Benefit to the Town: Upgrades 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: 10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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: Pump Station Generator Connections

Explanation of Request: The Ayer Water and Wastewater systems have six large generators that have had failures in the past requiring DPW to utilize rental units. In response, a new trailer mounted mobile generator was purchased to power these critical assets. The next phase is to have the electrical connections installed. Due to the high cost to install all connections, the DPW is taking a phased approach and would like to target Wastewater's Main and Central Avenue Pump Stations. Of the six, these two have generators with the highest likelihood of failure and are the back up power to a very critical assest, therefore, redundancy is important.

Cost Justification: The price is based upon electrictrician budgetary estimates. The DPW will explore grant opportunities for fututue generator connections.

Benefit to the Town: Ability to respond to emergencies and continue to provide wastewater service. With a recent history of generator failures, the likelihood of a failure is increased.

Alternative: Rent generator when needed. Note that this requires significant lead and set-up time so service may be interrupted.

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

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

[Signature]  
10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Wastewater

FISCAL YEAR: 2025

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: 10/27/23

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

DEPARTMENT: Solid Waste

FISCAL YEAR: 2025

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	FY25	FY26	FY27	FY28	FY29
1	3/4 Ton Pickup	\$0	\$45,000	\$0	\$0	\$0
Yearly Totals		\$0	\$45,000	\$0	\$0	\$0

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

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

*DAL*  
10/27/23

FORM B

TOWN OF AYER CAPITAL BUDGET REQUEST BACKUP DOCUMENTATION

DEPARTMENT: Solid Waste

FISCAL YEAR: 2025

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: 10/24/23