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Capital Improvement and Planning Committee

Select Board and Advisory Update –

FY26 Capital Update and Long Range Projections

January 13, 2026



Committee Members

- Jason Malinowski, Chair
- Mike Szczepanski, Vice Chair
- Mike Nute, Clerk
- Stephen Holland
- Tony Schoener
- Mark Purple, ex-officio
- Brian Ballantine, ex-officio

Capital Spend Trend

	As Proposed by Dept. Heads	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
	2027	2026	2025	2024	2023	2022	2021	2020	2019
G/F Appropriated Capital	1,703,812	1,418,392	818,130	713,000	799,500	903,081	739,507	1,140,345	1,172,015
G/F Debt Service (incl. Lease)	<u>2,771,385</u>	<u>2,468,560</u>	<u>2,108,164</u>	<u>1,862,444</u>	<u>2,981,001</u>	<u>3,102,985</u>	<u>3,332,008</u>	<u>3,409,370</u>	<u>3,451,076</u>
Total	4,475,197	3,886,952	2,926,294	2,575,444	3,780,501	4,006,066	4,071,515	4,549,715	4,623,091
OPERATING BUDGET (EST ONLY)	71,676,831	66,532,051	62,433,968	58,259,942	56,983,269	55,512,356	53,974,799	52,773,634	52,147,342
	6.24%	5.84%	4.69%	4.42%	6.63%	7.22%	7.54%	8.62%	8.87%
W/F Appropriated Capital	370,000	203,095	36,550	15,000	20,000	65,000	-	-	35,000
W/F Debt Service (incl. Lease)	<u>631,036</u>	<u>538,711</u>	<u>501,755</u>	<u>480,537</u>	<u>462,776</u>	<u>475,732</u>	<u>474,010</u>	<u>545,977</u>	<u>397,602</u>
Total	1,001,036	741,806	538,305	495,537	482,776	540,800	474,010	545,977	432,602
WATER BUDGET	3,390,582	3,245,584	3,121,857	2,644,724	2,298,490	2,074,456	1,697,355	1,661,267	1,680,929
	29.52%	22.86%	17.24%	18.74%	22.15%	26.07%	27.93%	32.87%	25.74%

Numbers above do not include over \$2.5M spent in capital through ARPA in last few years

Process

- All department heads were asked to update 10-year capital plan for projects, cost, timing.
 - For items proposed in next two fiscal years, capital request forms and bids were required
- All department heads joined a public meeting to explain their requests and answer questions from Committee
- Some articles were pulled by department heads or adjusted through the deliberation process
- Per Capital Policy, all capital items were vetted, regardless of funding source
- Regularly changing cost estimates provided by vendors were a true hassle and very time consuming for the Committee and Dept. Heads
 - Consideration should be given to total capital budget versus individual line items

Summary – General Fund Impact

General Fund – Appropriations for Annual Town Meeting	1,703,812
General Fund – New Debt (FY27 Amount Only)	429,473
Total	2,133,285

FY27 Capital
Requests for
Appropriation
(non-DPW)

FACILITIES	D.P.W. GARAGE - NEW OVERHEAD DOORS	287,500
FACILITIES	CAPITAL MAINTENANCE FUND	125,000
MIS	PHONE SYSTEM REPLACEMENT	25,000
RECREATION	RECREATION CAPITAL FUND	25,000
RECREATION	BACKSTOP NET FOR 911 FIELD	22,260
POLICE	POLICE VEHICLES (2-CRUISERS)	168,382
POLICE	POLICE VEHICLES (2 LIGHT-DUTY SUVs)	80,000
POLICE	DEPARTMENT DRONE	11,000
FIRE	PERSONAL PROTECTIVE EQUIPMENT - FIREFIGHTING	40,000
FIRE	PREVENTION CAR 27	90,000
FIRE	BRUSH FIRE TRUCK (S-24)	125,000
	Total	999,142

FY27 Capital
Requests for
Appropriation
(DPW – General
Fund)

35,000 GVW CAB & CHASSIS (42) (2013) (USED IF POSSIBLE) INSTALL SS BODY (#2)	262,425
35,000 GVW CAB & CHASSIS (47) (2004) (USED IF POSSIBLE)INSTALL SS BODY (#4)	262,425
GROUNDS SERVICE/ DUMP TRUCK (77)	75,775
JOHN DEERE GATOR UTILITY VEHICLE (934) (TRANSFER STATION)	30,295
ROTARY MOBILE COLUMN VEHICLE LIFT SYSTEM (MECHANIC)	60,250
TIRE CHANGER MACHINE (MECHANIC - POLICE/HIGHWAY REQUEST)	13,500
Total	704,670

FY26 Capital
Requests for
Appropriation
(DPW –
Cemetary/Water
Fund)

Capital recommends no action on
the water fund items until water
rate impact of these projects is
known

Grounds Service/Dump Truck (77) - CEMETARY FUND	32,475
SMART WATER METERS RFP PREPARATION & EVALUATION	70,000
TARA TANK ENGINEERING AND PERMITTING FOR LESS THAN FULL TANK REHABILITATION	50,000
VALADE COURT WATER MAIN REPLACEMENT (DESIGN & CONSTRUCTION)	100,000
VARIOUS MAIN IMPROVEMENTS	100,000
CLEARING & GRUBBING CROSS COUNTRY WATER MAIN ROUTES	50,000
Total	402,475

FY26 Capital Requests requiring bonding

Department	Project Name	Total Cost
Schools	Security Upgrades	365,000
Schools	Technology Upgrades	1,400,000
Schools	Finn Classroom Floor Replacement	810,000
Schools	Trottier Roof	5,350,000
Recreation	Fayville Park Upgrades (CPC or Grant Funding)	1,072,200
DPW	Road Maintenance	2,250,000
DPW	Sidewalk Construction	2,745,000
DPW (Water Fund)	Water Loop at Fisher/Presidential	1,000,000

DOES NOT INCLUDE LISTING OF POTENTIAL DEBT THAT MAY BE AUTHORIZED BY MARCH SPECIAL TM
Trottier Roof – Amount is total cost expected to be bonded, after MSBA reimbursement

APPROVED DEBT/LEASE & FUTURE DEBT – 10YR

PERMANENTLY BONDED AT PRESENT

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036
General Fund	1,795,502	2,498,167	2,321,366	2,217,566	2,126,516	2,051,858	2,014,308	1,834,926	1,802,101	1,774,438	1,746,751	1,671,001	1,869,338
CPC	196,854	301,924	270,038	261,788	253,538	245,288	237,538	229,788	223,138	212,088	206,188	200,288	216,832
Ambulance	31,284	321,987	312,237	245,297	235,547	207,625	105,750	101,250	96,750	48,375	46,125	0	0
Water	460,810	501,754	366,354	359,879	309,124	282,718	276,038	263,763	256,613	249,463	242,087	234,712	47,337
Septic Fund	30,116	31,464	27,547	27,565	27,584	12,603	12,622	12,641	12,660	12,679	0	0	0
	2,514,566	3,655,296	3,297,542	3,112,095	2,952,309	2,800,092	2,646,256	2,442,368	2,391,262	2,297,043	2,241,151	2,106,001	2,133,507

DEBT PROPOSED NOT APPROVED

	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036
General Fund	553,819	1,681,950	2,947,429	5,430,565	6,939,035	7,643,166	8,944,590	9,915,411	9,816,383	9,720,741
Ambulance	0	0	0	102,000	265,458	257,208	350,958	339,333	327,708	316,083
Community Preservation	28,068	155,469	150,644	145,819	140,994	136,169	131,345	126,520	121,695	116,870
Water	26,178	152,803	388,417	377,317	366,217	355,117	344,017	332,917	321,817	310,717
	608,065	1,990,222	3,486,490	6,055,701	7,711,704	8,391,660	9,770,910	10,714,181	10,587,603	10,464,411

DEBT PROPOSED NOT APPROVED DETAIL

DEPT	TM	FUND	DESCRIPTION	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	FY 33	FY 34	FY 35	FY 36
FIRE	TM29	AMB	BRUSH FIRE TRUCK (600,000)				102,000	98,625	95,250	91,875	88,500	85,125	81,750
FIRE	TM30	AMB	ENGINE 23 PUMPER (1,300,000)					166,833	161,958	157,083	152,208	147,333	142,458
FIRE	TM32	AMB	AMBULANCE A28 (600,000)							102,000	98,625	95,250	91,875
AMBULANCE FUND							102,000	265,488	257,208	350,958	339,333	327,708	316,083
RECREATION	TM26	CPC	FAYVILLE PARK UPGRADE (SPRAY PARK & DOG) 1,072,200	28,068	155,469	150,644	145,819	140,994	136,169	131,345	126,520	121,695	116,870
CPC FUND				28,068	155,469	150,644	145,819	140,994	136,169	131,345	126,520	121,695	116,870
SCHOOL FENN	TM26	G FUND	FENN CLASSROOM FLOOR REPLACE 810,000	21,204	76,950	75,128	73,305	71,483	69,660	67,838	66,015	64,193	62,370
SCHOOLS	TM26	G FUND	TECHNOLOGY INFRASTRUCTURE & EQUIPMENT 365,000	89,425	86,140	82,855	79,570	76,285					
SCHOOLS	TM26	G FUND	SECURITY SYSTEMS UPGRADES 1,400,000	36,515	156,333	152,133	147,933	143,733	139,533	135,333	131,133	126,933	122,733
SCHOOL NEARY	TM26	G FUND	NEARY ROOF REPLACEMENT 4,250,000	111,257	286,616	286,616	286,616	286,616	286,616	286,616	286,616	286,616	286,616
SCHOOL NEARY	TM26	G FUND	FEASIBILITY AND COST FOR FULL RENOVATION 500,000	13,089	122,500	118,000	113,500	109,000	104,500				
SCHOOL TROTT	TM26	G FUND	ROOF REPLACEMENT 5,350,000	151,833	391,146	391,146	391,146	391,146	391,146	391,146	391,146	391,146	391,146
DPW	TM26	G FUND	SIDEWALKS 2,745,000	71,596	260,775	254,599	248,423	242,246	236,070	229,894	223,718	217,541	211,365
DPW	TM26	G FUND	ROADWAY MAINTENANCE & SIDEWALKS 2,250,000	58,900	213,750	208,688	203,625	198,563	193,500	188,438	183,375	178,313	173,250
DPW	TM27	G FUND	ROADWAY MAINTENANCE & SIDEWALKS 5,000,000		87,740	175,479	384,381	384,381	384,381	384,381	384,381	384,381	384,381
SCHOOL FENN	TM28	G FUND	ROOF REPLACEMENT 4,200,000			147,403	322,880	322,880	322,880	322,880	322,880	322,880	322,880
SCHOOL NEARY	TM27	G FUND	FULL BUILDING RENOVATIONS 40,000,000			686,875	2,058,750	2,531,200	2,523,738	2,525,125	2,529,900	2,527,838	2,529,163
SCHOOL TROTT	TM28	G FUND	HVAC UPGRADES - AIR CONDITIONING 8,000,000			280,767	615,009	615,009	615,009	615,009	615,009	615,009	615,009
DPW	TM28	G FUND	ROADWAY MAINTENANCE & SIDEWALKS 5,000,000			87,740	175,479	384,381	384,381	384,381	384,381	384,381	384,381
SCHOOL WW	TM29	G FUND	REPLACE HVAC SYSTEM (HEATING & COOLING) 8,000,000				208,658	615,009	615,009	615,009	615,009	615,009	615,009
RECREATION	TM29	G FUND	NEARY SCHOOL FIELD UPGRADES (SOCCER SOFTBALL FIELDS) 1,286,300				33,550	186,514	180,725	174,937	169,148	163,360	157,572
DPW	TM29	G FUND	ROADWAY MAINTENANCE & SIDEWALKS 5,000,000				87,740	175,479	384,381	384,381	384,381	384,381	384,381
SCHOOL WW	TM30	G FUND	ROOF REPLACEMENT 4,500,000					117,370	427,500	417,375	407,250	397,125	387,000
DPW	TM30	G FUND	ROADWAY CAPITAL IMPROVEMENTS PROJECT 5,000,000					87,740	175,479	384,381	384,381	384,381	384,381
SCHOOL FENN	TM31	G FUND	MECHANICAL SYSTEM REPLACEMENT 8,000,000						208,658	760,000	742,000	724,000	706,000
RECREATION	TM32	G FUND	CHOATE SYNTHETIC TURF (FUND ALT FUNDING) 3,264,000							364,480	354,888	344,896	335,104
SCHOOL TROTT	TM30	G FUND	MECHANICAL SYSTEM REPLACEMENT 12,000,000							312,986	1,340,000	1,304,000	1,268,000
GENERAL FUND				553,819	1,681,950	2,947,429	5,430,565	6,939,035	7,643,166	8,944,590	9,915,411	9,816,383	9,720,741
DPW	TM26	WATER	WATER LOOP AT FISHER PRESIDENTIAL 1,000,000	26,178	95,000	92,750	90,500	88,250	86,000	83,750	81,500	79,250	77,000
DPW	TM27	WATER	SMART WATER METER SYSTEM PURCHASE & INSTALLATION 1,500,000		39,411	217,500	210,750	204,000	197,250	190,500	183,750	177,000	170,250
DPW	TM27	WATER	TARA ROAD TANK INT. EXT. CLEANING & REPAINTING 700,000		18,392	78,167	76,067	73,967	71,867	69,767	67,667	65,567	63,467
WATER FUND				26,178	152,803	388,417	377,317	366,217	355,117	344,017	332,917	321,817	310,717

Key Items to Focus on for Final Recommendations

Water Rate impact of proposed water projects

Outcome of March Special Town Meeting impacts path forward on a few items as well as overall debt capacity considerations

Policy direction re: roads and sidewalks



TOWN OF SOUTHBOROUGH

SELECT BOARD Meeting Minutes

Meeting Date: Tuesday, January 6, 2026 6:30 PM

Location: McAuliffe Hearing Room, Town House, 17 Common Street, Southborough MA

Present: Andrew Dennington, Marguerite Landry, Kathryn Cook, Tim Fling and Al Hamilton. Also present: Town Administrator Mark Purple and Assistant Town Administrator Vanessa Hale.

Those wishing to watch or participate remotely can do so by accessing the meeting link at:

<https://www.southboroughtown.com/remotemeetings>

I. Call Meeting to Order

Mr. Dennington called the meeting to order at 6:30 PM.

II. Public Comment

Fire Chief Puntini responded to a comment made at the December 16, 2025, Select Board meeting where it was stated that sprinkler systems are intended to protect buildings, not occupants, and that occupants are best protected by an effective evacuation plan. He stated that fire safety has evolved and that, today, sprinklers are the primary life safety feature. He shared this information and data in a prepared statement before the Board.

III. Scheduled Appointments (*Board may vote*)

a. 6:30 PM – Liquor License Hearing: Lalo's Mexican Kitchen & Bar, 154 Turnpike Road

Mr. Purple read the public hearing notice into the public record at 6:33 PM. Attorney Christopher Flood appeared before the Board on the matter and on behalf of the applicant, Lalo's Restaurant Group, Inc. He stated that the applicant is seeking a liquor license for a Mexican restaurant at 154 Turnpike Road. He introduced Ms. Vanessa Ceja and Mr. Gerardo Guzman, owners of Lalo's Restaurant Group. He described the restaurant and stated that the owners operate two other Mexican restaurants, one in Hudson and one in Marlborough, are in good standing regarding those establishments. The Board had no questions for Mr. Flood or the applicant. There was no public comment. Mr. Dennington moved to close the public hearing at 6:37 PM. Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0). Mr. Dennington moved that the Board approve the liquor license application for Lalo's Mexican Kitchen & Bar. Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0). Mr. Dennington moved that the Board approve Consent Agenda item "d." Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0).

b. 6:45 PM Pole Hearing – National Grid; 14 Lovers Lane

Mr. Purple read the public hearing notice into the public record at 6:43 PM. Mr. Jeff Silva, from National Grid, appeared before the Board on the matter. Mr. Silva stated that National Grid is seeking to install a pole between Pole 8 and 9 on Lovers Lane for infrastructure related to the installation of a new metering system. Mr. Fling asked if there would be any issue with the pole's placement, should sidewalks be installed in that area. Mr. Silva stated that many poles on Lovers Lane would need to be moved if sidewalks were installed including the new pole in question. There was no public comment. Mr. Dennington moved to close the public hearing at 7:46 PM. Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0). Mr. Dennington moved to approve the application for pole placement at Lovers Lane. Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0).

c. Brian Ballantine, Finance Director – FY27 Budget Overview

Mr. Brian Ballantine, Finance Director, appeared before the Board on the matter and shared the initial budget in rough draft form. He stated that, presently, there is an approximate \$1.9 million dollar deficit, adding the budget will have many iterations throughout the budget process. Mr. Hamilton stated he would like to see the comparison of the FY25 actual budget versus the FY27 proposed budget. Ms. Cook agreed with Mr. Hamilton's request and suggested that the Revcap document remain in its current form and requested that Mr. Ballantine prepare a separate analysis of the actual FY25 budget versus the proposed FY27 budget for comparison purposes. The Board agreed with Ms. Cook and Mr. Hamilton's approach and Mr. Ballantine stated he would prepare the analysis for the Board. Mr. Ballantine asked the Board if there were any other departments they would like to meet with during the Budget Summit scheduled for Saturday, January 24th other than the School Department, Regional School Department, DPW, Police and Fire. The Board agreed they would like to also meet with the Library and IT departments. Mr. Ballantine stated he would send the Board individual department budgets with explanations for requested increases. Mr. Dennington asked about Mr. Ballantine's recommendation on training. Mr. Ballantine stated that, while the training expenditure was lower than expected across all departments, he recommended the Board make a global decision on this matter, rather than on a department-by-department basis, which is important for employee morale and retention.

IV. Reports

- a. Chair's Report: None
- b. Members' Reports

Ms. Cook reported that the Costco lease has been signed. She added that Costco representatives met this week with Atlantic Management to move forward with the construction process. Mr. Purple reported that Costco representatives have been in touch with him regarding the liquor license for the project. He also reported that Town Counsel is working with the Attorney General's office to ensure the Town's new bylaw relative to the Costco project is approved by the State in a timely manner.

- c. Town Administrator's Report: None

V. Consent Agenda

- a. Approve Open Session Meeting Minutes: December 16, 2025; December 29, 2025
 - b. Accept \$2,000 donation for the Southborough Library from the Community Foundation of North Central Massachusetts
 - c. Assign Open Meeting Law Complaint from Karen Shimkus, dated 12/18/2025, to Town Counsel for response
 - d. Approve Common Victualer's License for Lalo's Mexican Kitchen & Bar, 154 Turnpike Road See Scheduled Appointments "a" above.
 - e. Approve reclassification of ARPA funds
- Mr. Dennington requested to hold Consent Agenda item "e." Mr. Purple stated that Ms. Carla McAuliffe, Town Accountant, requested to update the amounts in the memo enclosed in tonight's packet. Mr. Dennington moved that the Board reduce the "Upgrades to Peninsula Trail" authorization under ARPA funds from \$99,340.05 dollars to \$97,803.81 and increase "Fire Equipment" authorization under ARPA funds from \$30,803.85 dollars to \$32,340.09 dollars. Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0).
- f. Open warrant for April 11, 2026 Annual Town Meeting
 - g. Reappointment of David Joyner to Board of Trustees of the Affordable Housing Trust, term to expire 6/30/2027

Mr. Dennington moved to approve Consent Agenda items "a", "b", "c" and "f." Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0).

Mr. Dennington move to approve Consent Agenda item "g." Ms. Landry seconded the motion. The motion was unanimously approved (5-0-0).
Mr. Dennington moved to Scheduled Appointments "b" at this time.

VI. Other Matters (Board may vote)

None.

VIII. Executive Session

Mr. Dennington moved to enter into Executive Session at 7:01 PM and not return to Open Session for the following: (1) to discuss strategy with respect to collective bargaining for Police and DPW unions (Exemption 3); and (2) to discuss strategy with respect to union and non-union personnel (Exemption 3), as the Chair has determined that an open meeting may have a detrimental effect on the Town's position. Ms. Landry seconded the motion. The motion was unanimously approved by roll call vote: Mr. Dennington, aye; Ms. Landry, aye; Ms. Cook, aye; Mr. Fling, aye; Mr. Hamilton, aye (5-0-0).

UPCOMING MEETINGS

January 13, 2026
2026

January 20,

Respectfully submitted,

Bridgid Rubin, Recording Secretary

List of Documents referred to at the January 6, 2026 SB Meeting:

- Liquor License Application for Lalo's Mexican Kitchen & Bar, with attachments
- Public Hearing Notice for National Grid pole installation on Lovers Lane
- Letter from Hector Lopes, dated October 8, 2025, RE: pole installation on Lovers Lane
- Petition for Joint or Identical Pole Location, with attachments
- Memorandum from Brian Ballantine, dated December 31, 2025, RE: FY2027, with attachments
- Open Session Meeting Minutes dated December 16, 2025
- Open Session Meeting Minutes dated December 29, 2025
- Memorandum from Ryan Donovan, dated December 16, 2025, RE: Donation
- Open Meeting Law Complaint, dated December 18, 2025, with attachments
- Application for Common Victualer License for Lalo's Restaurant Group, with attachments
- Memorandum from Mark Purple, dated December 31, 2025, RE: Reclassification of ARPA Funds
- Fire Chief Puntini's Public Comment