



## Town of Essex, Vermont

### Five Year Capital Budget Program

FY26-30

Adopted by the Essex Selectboard February 3, 2025

*\*Updated 9/15/25 - See Addendum*

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## Section 1.0: Executive Summary

The Capital Budget Program (CBP) is a multi-year tool used by the Town of Essex in accordance with the Selectboard's adopted *Capital Projects Resolution*, to identify and plan for the Town's long-term capital needs. The CBP consists of a capital budget, which lists and describes the capital projects to be undertaken during the coming fiscal year, and a capital program, which is a plan of capital projects proposed to be undertaken during each of the following four years. The two together present the Town's planned capital investments from FY26-FY30.

The plan by nature is dynamic and will change from year to year as priorities, needs and funding amounts change. The CBP is a guide for the prioritization and implementation of infrastructure projects, including for roads, sidewalks, bike paths and trails, storm drains and treatment practices, buildings, parks, the acquisition of rolling stock equipment, public safety equipment, and IT and communications equipment necessary to provide critical services to the community. The projects and expenditures eligible for inclusion in the CBP involve significant maintenance and replacement of existing infrastructure, facilities, equipment, and construction of new infrastructure.

The CBP utilizes a variety of funding sources as authorized by voters or the Town's Selectboard. A significant portion of the funding contained within the CBP is from the Town's voter-approved \$0.03 capital tax. Additional funding comes from state and federal grants, approved financing agreements, development fees, interest income, any approved operating budget transfers, equipment trade-ins, and impact fees adopted in accordance with 24 VSA Chapter 131.

The CBP, or its amendment or repeal, shall be adopted or rejected annually by an act of the Selectboard in accordance with 24 VSA, Chapter 117, §4443. The Selectboard's adopted Capital Projects Resolution requires the procedure described below, and provides the following definitions of eligible capital projects:

*The following procedure will be used for the presentation and adoption of a capital budget: The Manager will submit a capital budget with shows anticipated capital expenditures; financing and tax requirements for the next 5 years. The Selectboard will review the budget and make necessary revisions. The capital budget will be warned and presented to the voters prior to Town Meeting.*

1. *Any project requiring debt obligation or borrowing;*
2. *Any acquisition or lease of land;*
3. *Purchasing of major equipment and vehicles with a life expectancy of five years or more, and with an expected cost of more than \$50,000;*

4. *Construction of new buildings or rehabilitation of existing facilities, which can include engineering, design, and other pre-construction costs;*
5. *A project which does not recur annually and results in a fixed asset.*

The proposed FY26 Capital budget contains \$2,790,059 in spending. Approximately 48%, or \$1,331,502 is expected to come from state and federal grants, development or impact fees, interest revenue, or other sources. The remaining \$1,458,557 will be funded by local property tax dollars from voter approved capital revenues, fund balance assignments, or operating budget transfers. A more detailed accounting of the proposed FY26 activity is contained within the following sections.

**Section 2.0: FY26-30 Capital Budget Program**

The CBP consists of a capital budget, which lists and describes the capital projects to be undertaken during the coming fiscal year, and a capital program, which is a plan of capital projects proposed to be undertaken during each of the following four years. The two together present the Town’s planned capital investments from FY26-FY30.

*Section 2.1: FY26 Revenues*

The CBP relies on revenues from multiple sources, including a \$0.03 capital tax approved by voters, state and federal grants, development and impact fees, interest income, equipment sales and trades, and other miscellaneous forms of revenue.

The proposed FY26 Capital Budget contains revenues totaling \$2,755,267, with additional information regarding revenues contained in the table below and following sections.

Table 1: FY26 Anticipated Revenues.

Town of Essex FY26 Capital Budget Revenue Summary	Beginning Fund Balance	Allocated 3c Cap Tax Funding	Operating & Fund Balance Transfers	Other Funding Sources	Funding Totals
Buildings	\$ 218,318	\$ 85,801	\$ -	\$ 195,000	\$ 499,119
Municipal Complex	\$ 38,911	\$ -	\$ -	\$ 87,585	\$ 126,496
Highways	\$ 265,368	\$ 75,000	\$ 145,297	\$ -	\$ 485,665
Capital Equipment	\$ 167,486	\$ 176,459	\$ 826,000	\$ 33,894	\$ 1,203,839
Parks	\$ 510,002	\$ 30,000	\$ -	\$ 5,000	\$ 545,002
Sidewalks, Paths & Trails	\$ 331,869	\$ 30,000	\$ -	\$ 20,000	\$ 381,869
Stormwater	\$ 416,615	\$ 90,000	\$ -	\$ 933,116	\$ 1,439,731
IT	\$ 90,501	\$ -	\$ -	\$ -	\$ 90,501
Natural Resource Management	\$ 36,588	\$ -	\$ -	\$ 4,600	\$ 41,188
Undesignated Funds	\$ 994,385	\$ -	\$ -	\$ 17,515	\$ 1,011,900
<b>Totals</b>	<b>\$ 3,070,043</b>	<b>\$ 487,260</b>	<b>\$ 971,297</b>	<b>\$ 1,296,710</b>	<b>\$ 5,825,310</b>

Section 2.2: FY26 Expenses

The proposed FY26 Capital Budget proposes expenses totaling \$2,790,059, with more information regarding the planned expenses contained within the table below. Additional detail can be found in the following sections regarding each fund’s planned activity.

Table 2: FY26 Planned Expenses.

Town of Essex FY26 Capital Budget Expenditures Summary	Buildings	Municipal Complex	Highways	Capital Equipment	Parks	Sidewalks, Paths & Trails	Stormwater	IT	NR Management
Energy Savings Projects	\$ 1,500								
Salt Shed	\$ 370,000								
Road Reconstruction			\$ 225,000						
Gravel Roads			\$ 15,000						
Public Works, Major Equipment				\$ 338,940					
Fire, Vehicles				\$ 175,017					
Fire, Minor Equipment				\$ 60,000					
Parks Vehicles & Equipment				\$ 30,000					
Asset Replacement					\$ 133,000				
Indian Brook Dam Repairs					\$ 100,000				
Route 15 Sidewalk (Athens to Circ)						\$ 20,000			
ADA Compliance						\$ 10,000			
General Sidewalks & Paths						\$ 50,000			
Stormwater, Minor Projects							\$ 100,000		
LDS Storm Pond Conversion							\$ 933,895		
Osgood Hill Culvert Replacements							\$ 150,000		
Stormwater, MRGP Work							\$ 45,000		
IT Switch Replacement								\$ 12,000	
Tree Replacements									\$ 20,707
<b>Totals</b>	<b>\$ 371,500</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ 603,957</b>	<b>\$ 233,000</b>	<b>\$ 80,000</b>	<b>\$ 1,228,895</b>	<b>\$ 12,000</b>	<b>\$ 20,707</b>

*Section 2.3: FY26-30 Capital Budget Funding Areas*

The FY26-30 Capital Budget Program consists of 10 different funding areas:

- A. Buildings
- B. Municipal Complex (80-90 Upper Main Street)
- C. Highways
- D. Capital Equipment
- E. Parks
- F. Sidewalks, Paths & Trails
- G. Stormwater
- H. IT
- I. Natural Resource Management
- J. Undesignated Funds

These different funding areas do not receive fixed funding allocations from the capital tax, and are instead assigned variable funding levels based on the funding need and nature of the project or expenditure. Each funding area and activity within the fund during the CBP is described in more detail in the following sections.

A. Buildings

This funding area provides capital needed to maintain existing Town-owned buildings and facilities, including the Municipal Office Complex at 81 Main Street, as well as the Town Fire Station, Police Station, Library, Public Works Office and Garage, Parks Maintenance Garage, Memorial Hall, and other municipal facilities associated with historic or recreational uses. The tables below present a financial summary of this funding area, as well as information about which specific projects are proposed for implementation within this CBP.

Table 3: Buildings, Financial Summary

FY26-30 Capital Budget Buildings Financial Summary	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 218,318	\$ 127,619	\$ 91,119	\$ 87,585	\$ 86,085
Program Funding	\$ 85,801	\$ 110,000	\$ -	\$ -	\$ 952
Other Funding	\$ 195,000	\$ 275,000	\$ 50,000	\$ -	\$ -
Expenditures	\$ (371,500)	\$ (421,500)	\$ (53,534)	\$ (1,500)	\$ (1,500)
Ending Fund Balance	\$ 127,619	\$ 91,119	\$ 87,585	\$ 86,085	\$ 85,537

Table 4: Buildings, Project Details

FY26-30 Capital Budget Buildings Detail	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Energy Savings Projects	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Salt Shed	\$ 370,000	\$ 370,000	\$ -	\$ -	\$ -
Historic Water Tower	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -
Memorial Hall	\$ -	\$ -	\$ 2,034	\$ -	\$ -
Total Building Investments	\$ 371,500	\$ 421,500	\$ 53,534	\$ 1,500	\$ 1,500

Energy Projects: Involves implementation of energy projects that are identified by the Energy Committee or Facilities Manager. Examples include LED lighting, or upgrades to more energy efficient equipment where practical.

Salt Shed: DPW is looking to construct a new salt shed due to age and lack of storage within the existing facility, for a total cost of \$780,000. The expectation is that this work will begin in FY25 and be partially funded with grants, which account for \$125,000 of “other funding” in each of FY26 & 27.

Historic Water Tower: There is brickwork for this tower as well as stairway upgrades planned in FY27 & FY28.

Memorial Hall: The project planned for FY28 will purchase insulating shades for the facility, which would reduce costs associated with heating and cooling the space.

**B. Municipal Complex**

The Town purchased the properties at 80-90 Upper Main Street in 2024 with the intention of future construction onsite to support civic uses. Initial planning work is underway to further identify the community vision for this property and identify a conceptual plan. Due to the preliminary nature of this project, there are no planned expenditures within this funding area to present for FY26-30 at this time. As shown in Table 1, there is a fund balance of \$38,911 within this funding area, and an assignment of \$87,585 of revenue to this fund in FY26. This revenue is associated with investment income from ARPA funds that was accrued through September of 2024.

C. Highways

This funding area provides for investments on the approximately 77 total miles of Town-owned paved and gravel roadways and town-owned bridges. Eligible projects include roadway paving and reconstruction, intersection improvements, gravel roadway upgrades, transportation scoping studies, and engineering design work associated with construction projects. In addition to capital tax revenues and grants as funding sources, the Department of Public Works collects development fees at the time of Town approvals and keeps them in reserve for traffic improvements serving specific intersections or roadways; there are currently no projects to be completed during the term of this CBP that would utilize these funds. The tables below present a financial summary of this funding area, as well as information about which specific projects are proposed for implementation within the CBP.

A pavement assessment involving inspection of all public roadways is completed every five years to determine existing pavement condition, with the most recent assessment completed in 2022. Roadways are assigned a numerical score between 0 and 100 referred to as the “Pavement Condition Index” or PCI, based on variables including the type of roadway distress observed, and the number of areas of distress and severity observed along surveyed road segments. The Town aims to keep all roadway scores above 55; roadways are selected for capital investment within the 5 year funding plan using this PCI score. Segments may also be selected for inclusion with a higher score if they are in close proximity to other segments with low scores to capitalize on contractor mobilization costs. On average, annually the Town is able to repave approximately 2 miles of roadway.

The 5 year paving plan is highly subject to change; factors influencing changes within the 5 year plan include an updated PCI survey to be completed in 2027; unexpected roadway damage occurring, changing the roadway’s score in between surveys; the availability of Class 2 roadway paving grants from the VT Agency of Transportation; and availability of highway crews to provide interim repairs extending the life of existing pavement, which fluctuates based on staffing levels and severity of weather. The current 5 year plan for roadway paving, along with other improvements planned within the term of this CBP, is shown in Figure 1. Note that in some cases, only a portion of the roadway is to be paved.

Table 5: Highways, Financial Summary

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Highway Financial Summary	Budget FY26	FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 265,368	\$ 245,665	\$ 247,984	\$ 248,484	\$ 248,984
Program Funding	\$ 75,000	\$ 267,319	\$ 240,500	\$ 265,500	\$ 250,000
Other Funding	\$ 145,297	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ (240,000)	\$(265,000)	\$ (240,000)	\$ (265,000)	\$ (265,000)
Ending Fund Balance	\$ 245,665	\$ 247,984	\$ 248,484	\$ 248,984	\$ 233,984

Table 6: Highways, Project Details

FY26-30 Capital Budget Highway Detail	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Roadway Reconstruction	\$ 225,000	\$ 250,000	\$ 225,000	\$ 250,000	\$ 250,000
Gravel Road Improvements	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Total Highway Investments	\$ 240,000	\$ 265,000	\$ 240,000	\$ 265,000	\$ 265,000

Figure 1: Five Year Roadway Paving Plan

Roadway Name	FY26	FY27	FY28	FY29	FY30
Alder Lane	X				
Freeman Woods	X				
Gentes Road	X				
Greenbriar Drive	X				
Lamore Road	X				
Patricia Place	X				
Sage Circle	X				
Saxonhollow Drive	X				
Suffolk Lane	X				
Bixby Hill Road		X			
Essex Highlands		X			
Iris Street		X			
Weed Road		X			
Damon Drive			X		
Heatherbush Road			X		
Perkins Drive			X		
Pinewood Drive			X		
River View Drive			X		
Valley View Drive			X		
Wildwood Drive			X		
Bluestem Road				X	
Chapin Road				X	
Colbert Street				X	
Creek Road				X	
Douglass Road				X	
Towers Road				X	
David Drive					X
Lamell Avenue					X
Logwood Circle					X
Pinecrest Drive					X
Richard Street					X
Sunset Drive					X
Weathersfield Bow					X

#### D. Capital Equipment

The capital equipment fund supports the short and long term needs of the Town's rolling stock equipment and involves the purchase or lease of vehicles and equipment supporting Public Works, Police, Fire, Parks Maintenance and Senior Van Programs, and the Municipal Office.

The Public Works Capital Equipment Replacement Plan provides for the purchase/replacement of the following vehicles:

- Excavator (to be purchased in FY26, will replace existing backhoe)
- Front End Loader
- 2 Sidewalk Plows
- Skid Steer
- Street Sweeper
- 9 Dump Trucks
- 2 administrative vehicles, one for buildings manager and one shared by admin staff
- 3 pickup trucks; a 1-ton, a  $\frac{3}{4}$  regular cab, and a  $\frac{1}{2}$  ton crew cab

Vehicles listed above are assigned a planning life span ranging from 8 years (dump trucks) to 15 years (most heavy equipment) depending on observed life spans of vehicles and available warranties. As vehicles approach the end of their project life, they are evaluated to determine remaining useful life, trade-in value, and actual condition to determine whether a purchase is necessary. See below for anticipated purchases during the term of the CBP.

The Fire Department Capital Equipment Replacement Plan provides for the purchase/replacement of the following:

- 3 Fire engines
- 1 Tanker Truck
- 1 Aerial truck (to be purchased in 2030 for the first time)
- 2 cars
- 1 squad vehicle

Vehicles listed above are assigned a planning life span ranging from 10 years (response cars) to 25 years (Tanker Truck), depending on observed life spans of vehicles and available warranties. As vehicles approach the end of their project life, they are evaluated to determine remaining useful life, trade-in value, and actual condition to determine whether a purchase is necessary. See below for anticipated purchases during the term of the CBP.

Other vehicles and equipment that are included within the Capital Equipment fund for purposes of funding replacements include:

- Minor equipment for the Fire Department
- Equipment for the Police Department
- Parks vehicles and equipment (e.g., lawn mowers, Senior Vans, etc.)
- Administrative pool vehicle shared by Town Office staff

Funding outside of capital tax revenues is expected from equipment trades, Shared Service Agreements, and approved transfers from operating budgets and/or fund balances. This CBP does make assumptions about future operating budget transfers to this capital funding area, given the need. The tables below present a financial summary of this funding area, as well as information about which specific purchases are proposed for implementation within this CBP.

Table 7: Capital Equipment, Financial Summary.

FY26-30 Capital Budget Equipment Financial Summary	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 167,486	\$ 599,882	\$ 186,762	\$ 376,145	\$ 595,149
Program Funding	\$ 176,459	\$ 201,097	\$ 194,000	\$ 305,811	\$ 514,000
Other Funding	\$ 859,894	\$ 898,800	\$ 609,400	\$ 522,650	\$ 636,000
Expenditures	\$ (603,957)	\$ (1,513,017)	\$ (614,017)	\$ (609,457)	\$ (2,670,000)
Ending Fund Balance	\$ 599,882	\$ 186,762	\$ 376,145	\$ 595,149	\$ (924,851)

Table 8: Capital Equipment, Purchase Details

FY26-30 Capital Budget Capital Equipment Detail	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Public Works Major Equipment					
Excavator	\$ 135,000				
Dump Truck (112)	\$ 203,940				
Dump Truck (108)		\$ 210,000			
1/2 Ton Pickup		\$ 60,000			
3/4 Ton Pickup		\$ 38,000			
Sidewalk Plow			\$ 174,000		
Dump Truck (106)			\$ 220,000		
Street Sweeper				\$ 325,000	
Dump Truck (103)				\$ 201,504	
Dump Truck (105)					\$ 230,000
Dump Truck (107)					\$ 230,000
Fire Department, Vehicles					
Debt Payment - Pierce Truck	\$ 102,064	\$ 102,064	\$ 102,064		
Debt Payment - Arrow Pumper	\$ 72,953	\$ 72,953	\$ 72,953	\$ 72,953	
Fire Engine (3)		\$ 600,000			
Aerial Truck					\$ 2,200,000
Fire Department, Minor Equipment	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Police Department, Equipment	\$ -	\$ 400,000	\$ 15,000	\$ -	\$ -
Parks Vehicles & Equipment	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	
Senior Vans	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
<b>Total Equipment Purchases</b>	<b>\$ 603,957</b>	<b>\$ 1,513,017</b>	<b>\$ 614,017</b>	<b>\$ 609,457</b>	<b>\$ 2,670,000</b>

E. Parks

The Town owns and maintains Indian Brook Park, Myers Park, Pearl Street Park, Pinewood Park, Sand Hill Park & Pool, Saxonhollow Park, Forestdale Natural Area, and Mathieu Town Forest, and co-manages both the Fort Ethan Allen Parade Grounds and Park with the Town of Colchester, and the Tree Farm Recreational Facility with the City of Essex Junction. The Parks fund is supported through capital tax revenues and recreation impact fees, and projects involve gazebo and other picnic shelter repairs and replacements, playground upgrades, court improvements, and other similar projects within recreation areas. In addition, funds may be used to support scoping studies, engineering designs, or Community Needs Assessments as required to support project implementation and timely use of collected impact fees. The tables below present a financial summary of this funding area, as well as information about which specific projects are proposed for implementation within this CBP.

Table 9: Parks, Financial Summary

FY26-30 Capital Budget Parks Financial Summary	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 510,002	\$ 312,002	\$ 267,002	\$ 272,002	\$ 302,002
Program Funding	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Other Funding	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Expenditures	\$ (233,000)	\$ (80,000)	\$ (30,000)	\$ (5,000)	\$ (75,000)
Ending Fund Balance	\$ 312,002	\$ 267,002	\$ 272,002	\$ 302,002	\$ 232,002

Table 10: Parks, Project Details

FY26-30 Capital Budget Parks Detail	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Park Asset Replacement Plan	\$ 133,000	\$ 80,000	\$ 30,000	\$ 5,000	\$ 75,000
Indian Brook Dam Repairs	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Total Park Investments	\$ 233,000	\$ 80,000	\$ 30,000	\$ 5,000	\$ 75,000

Park Asset Replacements: The parks identified for upgrades during the term of the CBP are Sand Hill Park (playground replacement & building windows in FY26), Myers Park (playground replacement in FY27), Pearl Street Park (playground replacement in FY28), and Pinewood Park (path resurfacing in FY29 and playground replacement in FY30).

Indian Brook Dam Repairs: The Indian Brook Dam is currently undergoing an engineering assessment to determine what upgrades and repairs are necessary to ensure the dam is functioning properly and protecting residents downstream. It is expected that repairs will be necessary and as a result, funding programmed to implement and complete that work in FY26 is included above.

F. Sidewalks, Paths, and Trails

The Town is responsible for managing 55 miles of sidewalks and paths, and a significant network of recreation trails within the community. Projects included in the capital program include scoping and design work associated with network extensions or improvements within existing served areas, broader studies associated with mobility improvements like the ADA assessment completed in 2019, and construction of identified improvements. This capital funding area is also responsible for the four bridges that provide sidewalk, path, or trail crossings over waterways. There are also developer provided funds earmarked for specific projects within this funding area. The tables below present a financial summary of this funding area, with information about which specific projects are proposed for implementation within this CBP provided on the following page.

Table 11: Sidewalks, Paths, & Trails, Financial Summary

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Sidewalks, Paths & Trails Financial Summary	Budget FY26	FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 331,869	\$ 301,869	\$ 1,507,869	\$ 194,781	\$ 139,369
Program Funding	\$ 30,000	\$ 136,000	\$ 114,000	\$ 71,676	\$ 50,000
Other Funding	\$ 20,000	\$ 1,220,000	\$ 12,912	\$ 12,912	\$ -
Expenditures	\$ (80,000)	\$ (150,000)	\$ (1,440,000)	\$ (140,000)	\$ (100,000)
Ending Fund Balance	\$ 301,869	\$ 1,507,869	\$ 194,781	\$ 139,369	\$ 89,369

Table 12: Sidewalks, Paths, and Trails, Project Details

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Sidewalks, Paths & Trails Detail	Budget FY26	FY27	FY28	FY29	FY30
ADA Compliance	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Route 15 Sidewalk - Athens Dr to Circ	\$ 20,000	\$ 100,000	\$ 1,350,000	\$ 50,000	\$ 50,000
Susie Wilson Rd - Rite Aid to Pearl St Park	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -
General Sidewalks, Paths & Trails	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Total Sidewalk, Paths & Trails Investments	\$ 80,000	\$ 150,000	\$ 1,440,000	\$ 140,000	\$ 100,000

Specific Sidewalks, Paths, and Trails projects planned during the CBP include:

ADA Compliance – Installation of ADA access ramps where necessary to improve public safety and mobility.

Route 15 Sidewalk (Athens Dr to Circ)- An 8 foot bike path is proposed along this section of roadway, with the majority of expenses associated with construction planned in FY28.

Susie Wilson Rd (Rite Aid to Pearl St) – A bike path has been preliminarily designed along this section of Susie Wilson Rd. Concerns over the path’s proximity to a neighboring wetland area will require additional design consideration, and funding is provided to complete all engineering, permitting, and any necessary right-of-way acquisition within the CBP.

General Sidewalks, Paths, and Trails – These funds are set aside for basic repairs and upgrades of the existing sidewalk, paths, and trail networks, and are often used to demonstrate available grant match to potential funding agencies.

G. Stormwater

This funding area supports the scoping, design, and construction of stormwater treatment practices, drainage upgrades, and projects associated with regulatory compliance within impaired waterways in Essex. The tables below present a financial summary of this funding area, as well as information about which specific projects are proposed for implementation within this CBP.

Table 13: Stormwater, Financial Summary

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Stormwater Financial Summary	Budget FY26	FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 416,615	\$ 210,836	\$ 11,759	\$ (87,986)	\$ (26,890)
Program Funding	\$ 90,000	\$ 90,923	\$ 190,255	\$ 211,096	\$ 80,254
Other Funding	\$ 933,116	\$ 571,250	\$ 560,000	\$ -	\$ -
Expenditures	\$ (1,228,895)	\$ (861,250)	\$ (850,000)	\$ (150,000)	\$ (150,000)
Ending Fund Balance	\$ 210,836	\$ 11,759	\$ (87,986)	\$ (26,890)	\$ (96,636)

Table 14: Stormwater, Project Details

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Stormwater Detail	Budget FY26	FY27	FY28	FY29	FY30
Stormwater treatment projects, general	\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
LDS Stormwater Pond Conversion	\$ 933,865	\$ -	\$ -	\$ -	\$ -
Osgood Hill Rd Culvert Replacements	\$ 150,000	\$ 700,000	\$ 700,000	\$ -	\$ -
Drainage upgrades, general	\$ 45,000	\$ 11,250	\$ -	\$ -	\$ -
Total Stormwater Investments	\$ 1,228,895	\$ 861,250	\$ 850,000	\$ 150,000	\$ 150,000

Stormwater Treatment Projects (general): The Town is responsible for completing a number of water quality projects associated with achieving regulatory compliance within impaired waterways (Sunderland Brook and Indian Brook), as well as the development of a program to meet National Pollution Discharge Elimination System (NPDES) Phase II requirements.

LDS Storm Pond Conversion: This project, involving the construction of an underground stormwater treatment facility near Essex Way to meet NPDES requirements, began in FY25 and will be completed in FY26.

Osgood Hill Road Culvert Replacements: Funds are programmed into FY26 for design work to upsize roadway culverts that have failed during recent storms. Construction is currently planned for FY27-28.

Drainage upgrades (general): These projects are aimed to reduce erosion from municipal roadways, and include upgrades to roadside ditches, stabilization of roadway shoulders, culverts, and drainage inlets/outlets, and upsizing of culverts to meet state standards.

H. IT

This reserve fund supports scheduled replacements for IT and communications related equipment. This includes hardware and software as well as access control (keypad technology), security video recording systems, servers, switches, firewall, and power supplies.

Table 15: IT, Financial Summary

FY26-30 Capital Budget	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
IT Financial Summary		FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 90,501	\$ 78,501	\$ 78,501	\$ 67,501	\$ 56,501
Program Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Other Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures	\$ (12,000)	\$ -	\$ (11,000)	\$ (11,000)	\$ (18,000)
Ending Fund Balance	\$ 78,501	\$ 78,501	\$ 67,501	\$ 56,501	\$ 38,501

Table 16: IT, Project Details

FY26-30 Capital Budget	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
IT Detail		FY27	FY28	FY29	FY30
IT Switches	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Access Control, Fire & Rec	\$ -	\$ -	\$ 11,000	\$ -	\$ -
Rec Pool Access Control	\$ -	\$ -	\$ -	\$ 11,000	\$ -
Town Office, Access Control	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Total IT Investments	\$ 12,000	\$ -	\$ 11,000	\$ 11,000	\$ 18,000

IT Projects proposed within the CBP include:

IT Switches: In FY26 the purchase of 6 network switches are proposed, at a cost of approximately \$2,000 each. These are crucial for ensuring that devices such as computers, printers, servers, and wireless access points can connect to the Town’s network.

Fire and Rec Garage Access Control: This project involves replacing the keypad entry and network video recording systems at the Fire Station and the Parks Maintenance Garage at 188 Sandhill Road.

Rec Pool Access Control: This project involves replacing the keypad entry and network video recording systems at the Sandhill Pool facility at 208 Sandhill Road.

Town Offices Access Control: This project involves replacing the keypad entry and network video recording systems at the Town Office complex at 81 Main St.

I. Natural Resource Management

This program provides funding for tree installations within public rights-of-way and provides for replacement of trees that are damaged by pests or disease. Trees are observed regularly by Parks & Recreation and Public Works staff and replaced as needed, so there are no specific project locations associated with future year spending available at this time. To maintain a Tree City USA certification, the Town needs to demonstrate we are spending \$2 per capita between capital and operating expenses. With the 2020 census indicating the Town’s population to be 11,504, this is an annual investment of \$23,008. Approximately 10% of this amount will be funded by eligible operating expenses, which include administrative staff and highway crew work hours, equipment, and materials necessary to perform the work. As a result, the remaining 90% of required investment (\$20,707) is programmed into the capital budget for the next five years.

Table 17: Natural Resource Management, Financial Summary

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
NR Management Summary	Budget FY26	FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 36,588	\$ 20,481	\$ 19,874	\$ 14,767	\$ 9,660
Program Funding	\$ -	\$ 10,000	\$ 11,000	\$ 11,000	\$ 6,466
Other Funding	\$ 4,600	\$ 10,100	\$ 4,600	\$ 4,600	\$ 4,600
Expenditures	\$ (20,707)	\$ (20,707)	\$ (20,707)	\$ (20,707)	\$ (20,707)
Ending Fund Balance	\$ 20,481	\$ 19,874	\$ 14,767	\$ 9,660	\$ 19

Table 18: Natural Resource Management, Project Details

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
NR Management Detail	Budget FY26	FY27	FY28	FY29	FY30
Tree Replacement, General	\$ 20,707	\$ 20,707	\$ 20,707	\$ 20,707	\$ 20,707

J. Undesignated Reserves

The Town has a practice of keeping 30-35% of funds within the overall Capital Program Budget, approximately \$1 million, reserved as undesignated. This allows the CBP to still be implemented in any given year even if project or vehicle purchases are higher than planned for within an individual funding area. Undesignated funds are also sometimes used to demonstrate grant match availability for capital projects, where the individual fund may not have the reserves to do so. Interest earned on invested capital funds is assigned to this undesignated fund as its sole source of revenue, and instead of expenditures, funds are “transferred out” to individual funds on an as-needed basis. These transfers would be included in any receiving fund’s “other funding sources” as shown within that fund’s financial summary. Table 19 below provides a financial summary of the Town’s undesignated capital funds within the 5 year CBP.

Table 19: Undesignated Funds, Financial Summary

FY26-30 Capital Budget	Proposed Capital	Planned Capital Program FY27-30			
Undesignated Funds Summary	Budget FY26	FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 994,385	\$ 1,011,900	\$ 936,900	\$ 998,988	\$ 1,061,076
Interest Revenues	\$ 87,515	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Other Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ (70,000)	\$ (150,000)	\$ (12,912)	\$ (12,912)	\$ -
Ending Fund Balance	\$ 1,011,900	\$ 936,900	\$ 998,988	\$ 1,061,076	\$ 1,136,076

Additional detail by year for the “transfers out” referenced in Table 19:

FY26: \$70,000 out to Buildings - \$50,000 for salt shed, and \$20,000 for future water tower improvements

FY27: \$150,000 out to Buildings, all to support the salt shed project

FY28 & FY29: \$12,912 in each year transferred to Sidewalks, Paths, and Trails for the bike path along Susie Wilson from Rite Aid to Pearl Street Park

**Section 3.0 – Overall Capital Budget Fund Summary**

Over the course of the 5 year CBP, the Town is expecting to receive revenues of \$11,886,240, and incur expenses of \$13,863,662, as shown in Table 20 below. The expected overall capital fund balance at the end of the CBP is \$1,092,621. As shown in Table 19, the amount of undesignated funds at the close of the CBP exceeds \$1.1 million. The Capital Equipment and Stormwater funds will be in a deficit at the close of the CBP, but could be covered by this balance if necessary.

Table 20: Overall CBP Financial Summary

FY26-30 Capital Budget Financial Summary	Proposed Capital Budget FY26	Planned Capital Program FY27-30			
		FY27	FY28	FY29	FY30
Beginning Fund Balance	\$ 3,070,043	\$ 3,035,251	\$ 3,924,266	\$ 2,633,536	\$ 2,946,942
Revenues	\$ 2,755,267	\$ 4,200,489	\$ 1,968,528	\$ 1,516,070	\$ 1,445,886
Expenses	\$ (2,790,059)	\$ (3,311,474)	\$ (3,259,258)	\$ (1,202,664)	\$ (3,300,207)
Ending Fund Balance	\$ 3,035,251	\$ 3,924,266	\$ 2,633,536	\$ 2,946,942	\$ 1,092,621

## Appendix

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Addendum – Updated FY26 Capital Budget Adopted 9/15/25

Essex Voters approved an increase in the capital tax from three to five cents on 2025 Town Meeting Day. This will result in an additional \$324,840 in collected revenue over what was anticipated when developing the FY26 Capital Budget that was adopted in January 2025. On September 15, 2025 the Essex Selectboard approved an updated Capital Budget of **\$3,114,899**, with spending authority granted for the projects or purchases listed below:

\$ 50,000	Indian Brook Dam repairs
\$ 25,000	Library entranceway improvements & upgrades to public wireless access points
\$ 195,000	Salt shed - to close gap created by repeat unsuccessful grant applications
\$ 40,000	Partial funding for a new Parks pickup truck
\$ 14,840	To be reserved for future library elevator upgrades/repairs
<b>\$ 324,840</b>	<b>Total</b>