

Londonderry School District Business Office

To: Dan Black

From: Lisa McKenney

Date: June 18, 2024

Re: Capital Improvement Plan (CIP)

The preparation and adoption of a Capital Improvement Plan (CIP) is an important part of Londonderry's planning process. A CIP aims to recognize and resolve deficiencies in existing public facilities and anticipate and plan for future demand for capital facilities. A CIP is a multi-year schedule that lays out a series of municipal projects and their associated costs. It covers a six-year period to show how the Town should plan to expand or renovate facilities and services to meet the demands of existing or new population and businesses.

A CIP is an advisory document that serves a number of purposes including:

- Guide the Town Council, School Board, and the Budget Committee in the annual budgeting process;
- Contribute to stabilizing the Town's real property tax rate;
- Aid the prioritization, coordination, and sequencing of various municipal improvements;
- Inform residents, business owners, and developers of planned improvements;
- Provide necessary legal basis for ongoing administration and periodic updates of a Growth Management Ordinance:
- Provide the necessary legal basis continued administration and periodic updates of an Impact Fee Ordinance;

The School District is recommending four projects be brought forward to the CIP Committee. The specifics of these projects, particularly Moose Hill are still to be determined. The School Board, Administration, and Building Committee will make more specific recommendations over the next few months. Any other project previously identified with the District's Master Planning & Feasibility Study would fall outside of the six-year planning period of the CIP, and will be presented at a later date.

- 1. Moose Hill Phase I Building expansion to address over-crowding for existing programs and staff
- 2. Moose Hill Phase II Building expansion to accommodate Full Day K
- 3. SAU Office new building
- 4. High School Addition & Renovation

The Londonderry Planning Board is charged under RSA 674:5 with the preparation of the annual Capital Improvements Plan with the assistance of the CIP committee. The CIP is adopted by the Planning Board and is advisory to the Budget Committee, Town Council and School Board.

A CIP is purely **advisory** in nature. Ultimate funding decisions are subject to the budgeting process and the annual Town meeting. Inclusion of any given project in the CIP does not constitute an endorsement by the CIP Committee. Rather, the CIP Committee is bringing Department project requests to the attention of the Town, along with recommended priorities, in the hope of facilitating decision making by the Town.





Projects Submitted for 2026-2031 CIP

Project Name: Moose Hill-	Department Priority	
Phase 1 – Addition	1_ of4 projects	
Department: School		
Primary Effect of Project:	Replace or repair existing facilities or equipment	
(check one)	☐ Improve quality of existing facilities or equipment	
	Expand capacity of existing service level/facility	
	☐ Provide new facility or service capacity	
Service Area of Project:	☐ Region ☐ Town Center	
(check one)	☐ Town-wide ☐ Street	
	□ Other Area	
	☐ Neighborhood	
	expansion to address over-crowding for existing programs and staff including:	
_	rapy spaces, small classroom instruction, staff space, better entrance, traffic loop to	
relieve issues, larger room for	Special Education programming	
Rationale for Project:	□ Urgent Need □	
(check those that apply, elaborate below)	Removes imminent threat to public health or safety	
elaborate below)	☑ Alleviates substandard conditions or deficiencies	
	☑ Responds to federal or state requirement to implement	
	☑ Provides added capacity to serve growth	
	☐ Reduces long term operating costs	
	☑ Provides incentive to economic development	
	☐ Eligible for matching funds available for a limited time	
Narrative Justification: Curre	ently Moose Hill is past capacity to service the Kindergarten and LEEP programs.	
	combined and often push instruction into the hallways and is very noisy. Our	
FRIENDS program for students	s with Autism requires individual spaces at times for their education and are forced	
	sroom. We currently have two portable classrooms housing two Kindergarten	
-	torage bins. Improving space issues would make Londonderry a more attractive	
community to move to. Having the capacity to provide Special Education programming saves the District rather than having to place students in out of district programs.		
than having to place students	in out of district programs.	





Cost Estimate	Capital Costs Dollar Amount (In current \$) \$: Planning/Feasibility Analysis \$: Architecture & Engineering Fees \$: Real Estate Acquisition \$: Site Preparation \$: Construction \$: Furnishings & Equipment \$: Vehicles & Capital Equipment \$: Other	Impact of Operating & Maintenance Costs or Personnel Needs Add Personnel Increased O&M Costs Reduce Personnel Decreased O&M Costs Cost of impacts, if known: + \$_73,318 Annually (-) \$ Annually
Source of Funding	\$: Grant (Source:)	
Form Prepared by:	Name Lisa McKenney Title: Business Administrator Signature Dept./Agency: School Date Prepared 6/11/2024	





Project Name: Moose Hill – Phase 1 - Addition	Department:	School	
EVALUATION CRITERIA			
Enter an evaluation score from 0 (very low) to 5 (very	ery high) for each criter	ia	
4 Addresses an emergency, public safety or	school safety need		
Addresses a deficiency in service or facility	y		
4 Provides capacity needed to serve existing	g population or future g	rowth	
Results in long term cost savings			
4 Supports job development/increased tax ba	ase		
Leverages the non-property tax revenues			
Matching funds available for a limited time			
23 Total Project Score (out of a possible 35 p	ooints)		





Projects Submitted for 2026-2031 CIP

Project Name: Moose Hill-	Department Priority	
Phase 2 – Full Day K		
Department: School		
Primary Effect of Project: (check one)	 □ Replace or repair existing facilities or equipment □ Improve quality of existing facilities or equipment □ Expand capacity of existing service level/facility □ Provide new facility or service capacity 	
Service Area of Project: (check one)	 □ Region □ Town Center □ Street ☑ School District □ Neighborhood 	
Project Description: Building expansion to accommodate a Full Day Kindergarten program. Project would include all items addressed in Phase 1 as well as additional Kindergarten classrooms, specials classrooms, cafeteria (multipurpose room), and additional playground space.		
Rationale for Project: (check those that apply, elaborate below)	 □ Urgent Need □ Removes imminent threat to public health or safety ☑ Alleviates substandard conditions or deficiencies □ Responds to federal or state requirement to implement ☑ Improves the quality of existing services ☑ Provides added capacity to serve growth □ Reduces long term operating costs ☑ Provides incentive to economic development □ Eligible for matching funds available for a limited time 	
Narrative Justification: Londonderry firmly believes that full day Kindergarten is the best course of action for the students of the Londonderry School District. Londonderry is behind the state and country in providing full day Kindergarten. Having this additional program would give our youngest students significantly more time to develop for future success. 90% of brain development happens by the end of Kindergarten. We need to build a strong foundation in young students to improve our outcomes. Adding this program would make Londonderry a more attractive community to move to, increasing our tax base. By building strong foundation in our young learners, costly special education needs could be minimized in some students in future years.		





Cost Estimate	Capital Costs Dollar Amount (In current \$) \$: Planning/Feasibility Analysis \$: Architecture & Engineering Fees \$: Real Estate Acquisition \$: Site Preparation \$: Construction \$: Furnishings & Equipment \$: Vehicles & Capital Equipment \$: Other	Impact of Operating & Maintenance Costs or Personnel Needs Add Personnel Increased O&M Costs Reduce Personnel Decreased O&M Costs Cost of impacts, if known: + \$_523,854 Annually (-) \$ Annually
Source of Funding	\$: Grant (Source:) \$: Loan (Source:) \$: Donation/Bequest/Private \$: User Fees & Charges \$: Capital Reserve Withdrawal \$: Impact Fee Account \$: Current Revenue \$ X : General Obligation Bond \$: Revenue Bond \$: Special Assessment \$: Other: \$: Other: \$: Total Project Cost	
Form Prepared by:	Name Lisa McKenney Title: Signature Dept./Agency: School Date Prepared6/11/2024	





	oose Hill-Phase 2-Full Day	Department:	School
Kindergarten			
_			
EVALUATION CRITE	:RIA		
Enter an evaluation	score from 0 (very low) to 5 (ver	ry high) for each crite	eria
0 Addresses a	an emergency, public safety or s	school safety need	
5 Addresses a	a deficiency in service or facility		
5 Provides ca	pacity needed to serve existing	population or future	growth
3 Results in lo	ong term cost savings		
4 Supports job	b development/increased tax ba	se	
3 Leverages t	he non-property tax revenues		
2 Matching fu	nds available for a limited time		
<u>22</u> _Total Project S	Score (out of a possible 35 point	ts)	





Projects Submitted for 2026-2031 CIP

Project Name: SAU Office	Department Priority
Department: School	
Primary Effect of Project: (check one)	 □ Replace or repair existing facilities or equipment □ Improve quality of existing facilities or equipment □ Expand capacity of existing service level/facility ☑ Provide new facility or service capacity
Service Area of Project: (check one)	 □ Region □ Town Center □ Street ☑ School District □ Other Area □ Neighborhood
Project Description: Build a	new SAU Office
Rationale for Project: (check those that apply, elaborate below) Quantification: Urgent Need Removes imminent threat to public health or safety Alleviates substandard conditions or deficiencies Responds to federal or state requirement to implement Improves the quality of existing services Provides added capacity to serve growth Reduces long term operating costs Provides incentive to economic development Eligible for matching funds available for a limited time	
	uilding, the District will have to either extend the current lease or find new space





Cost Estimate	Capital Costs Dollar Amount (In current \$) \$: Planning/Feasibility Analysis \$: Architecture & Engineering Fees \$: Real Estate Acquisition \$: Site Preparation \$: Construction \$: Furnishings & Equipment \$: Vehicles & Capital Equipment \$: Other	Impact of Operating & Maintenance Costs or Personnel Needs Add Personnel Increased O&M Costs Reduce Personnel Decreased O&M Costs Cost of impacts, if known: + \$ Annually (-) \$ Annually
Source of Funding	\$SSSSS	
Form Prepared by:	Name Lisa McKenney Title: Business Administrator Signature Dept./Agency:School Date Prepared6/11/2024	



__19_Total Project Score (out of a possible 35 points)



Proje	oject Name: SAU Depa	rtment:	School	_
EVALU	ALUATION CRITERIA			
Enter a	er an evaluation score from 0 (very low) to 5 (very l	nigh) for each	h criteria	
1	Addresses an emergency, public safety or sch	ool safety ne	eed	
_5	Addresses a deficiency in service or facility			
5	Provides capacity needed to serve existing po	pulation or fu	uture growth	
5	Results in long term cost savings			
3	Supports job development/increased tax base			
00	Leverages the non-property tax revenues			
0	Matching funds available for a limited time			





Projects Submitted for 2026-2031 CIP

Project Name: High School	Department Priority		
Addition & Renovation			
Department: School			
Primary Effect of Project: (check one)	 □ Replace or repair existing facilities or equipment □ Improve quality of existing facilities or equipment □ Expand capacity of existing service level/facility □ Provide new facility or service capacity 		
Service Area of Project: (check one)	 □ Region □ Town Center □ Street ☑ School District □ Other Area □ Neighborhood 		
Project Description: High School Addition & Renovation. Londonderry High School has over the years adapted and re-used its facilities which has created inefficient and poorly suited buildings to meet today's educational needs.			
Rationale for Project: (check those that apply, elaborate below)	 ☑ Urgent Need ☑ Removes imminent threat to public health or safety ☑ Alleviates substandard conditions or deficiencies ☑ Responds to federal or state requirement to implement ☑ Improves the quality of existing services ☑ Provides added capacity to serve growth ☐ Reduces long term operating costs ☑ Provides incentive to economic development ☑ Eligible for matching funds available for a limited time 		

Narrative Justification: Three major issues to address:

- 1. Phase I has a wood foundation. This is a safety issue and does not meet current fire codes and is the reason the main building cannot be expanded. Numerous spaces are not ADA accessible. Interior and exterior systems are at the end of their useful life.
- 2. Auditorium the lack of a large educational room which could be used for many purposes, including music and arts performances has been deficit in programming and has been pointed out on the NEASC report.
- **3.** Gymnasium was never completed. When constructed, the scope was reduced to reduce costs. There is a lack of gym space including locker rooms, and weight room.

Some building aid is possible due to the safety concerns in Phase 1. Improving the overall quality of the school building will make Londonderry a more attractive community to move to.





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Source of Funding	\$: Grant (Source:)	
Form Prepared by:	Name Lisa McKenney Title: Signature Dept./Agency: School Date Prepared 6/11/2024	





Project Name: High School Addition	on & Department:	School
Kenovation		
EVALUATION CRITERIA		
Enter an evaluation score from 0 (very	low) to 5 (very high) for ea	each criteria
Addresses an emergency, pub	olic safety or school safety	v need
Addresses a deficiency in serv	rice or facility	
Provides capacity needed to se	erve existing population or	or future growth
Results in long term cost savin	ngs	
4 Supports job development/incr	reased tax base	
Leverages the non-property ta	x revenues	
4 Matching funds available for a	limited time	
24Total Project Score (out of a pos	ssible 35 points)	