



**Londonderry Capital Improvement Plan
Capital Project Scoring Sheet**



Projects Submitted for 2026-2031 CIP

Project Name: DPW Facility Master Plan		Department Priority __2__ of __2__ projects
Department:		
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-wide ☐ School District ☐ Neighborhood ☐ Town Center ☐ Street ☐ Other Area	
Project Description: On August 14th, 2023 the Town Council authorized \$64,500.00 to spent out of the AARP funds for the purposes of conducting a facility evaluation and spatial needs assessment as the DPW Master Plan with our engineering consultants firm Weston & Sampson (W&S). Since that date we have been diligently working with W&S to capture all necessary data to illustrate current conditions and appropriately size current and future facility department needs. They have interviewed all managers, foremen and administrative assistants, along with myself to clearly understand the needs of their reflective work areas and spatial needs. This led to a layout of the property at 120 High Range Road that we feel will work effectively and safely for all whom must utilize the site and future facility. We've worked closely on an appropriate phased approach to spread out costs and best approach to build such a facility while not adversely affecting the departments overall operation. Budgets have been drafted to reflect escalation based on known market trends.		
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: The Town of Londonderry does not have a DPW facility, nor has the site of the DPW ever had a formal design completed to make the property functional and safe for its employees and visiting vendors, suppliers and the general public. The site is a collection of 5 old trailers, 3 old sheds, and a pole barn for the overall storage of items and construction materials scattered around the property. There is a single bay work garage built in 1970 with no proper ventilation for painting, welding or flammable materials. The mechanics don't have a vehicle lift and the small parts room is located on a loft upstairs. There is no sprinkler system or fire protection in any of our buildings. Both salt sheds do not hold an adequate amount of salt for the Town's annual operation and the sand shed only holds enough material for one round of treatment. All \$4.9M worth of town equipment is stored outside year-round. Leading to a quicker deterioration of vehicles and equipment. Some vehicles are stored under canopy's but still susceptible to rain, snow, ice, temperatures, and wildlife perching or living under the hoods.

The site itself is largely dirt/gravel and what little is paved is unlevel, failing, uneven and in poor condition. There is no drainage or storm water management plan as is required by code for commercial style businesses in Town. There is a make shift detention basin poorly positioned in the middle of the yard that is in failure mode more often than not which then allows untreated storm water to directly sheet or run off our property into the woods. Due to the poor site conditions we do not currently meet any best management practices for storm water control which leads to employees walking across poorly plowed areas, ice, mud or puddles to get around the property. Overall the site is poorly lit and has no formal thought out flow to the site for operational direction providing no separation from the work environment to the public or professional access.

There is a small employee building constructed in 2015 to house the 14 employees that work for the DPW but is small in scale with little or no room to allow for growth. The locker room is undersized to the point that the employees still use the old lockers in the garage building. There is no formal conference room for meetings or training and lacks a paved and safe parking area for their personal vehicles and the visiting public. Most of the structures have no lighting or electricity and the garage and employee building doesn't have adequate backup power.

Having spent the last year analyzing the site, buildings, storage areas, and overall operation of the department, we feel it is time to take on building a modernized facility to meet the department's current needs for Londonderry to lead the way in excellence for the services we currently provide and other services that we would then or otherwise be offering well into the future. For example, sidewalk snow plowing, street sweeping, drainage pipe jet cleaning, etc. The new facility would allow us to acquire the specialized equipment which must be stored in a dry climate-controlled environment. We feel strongly that the facility will expand and prolong our equipment life span; saving taxpayer money in replacement costs among other items.



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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 _____ \$ _____ : Other _____ \$ _____ : Other _____ \$ _____ : Other _____ \$ __\$25-45M__ : Total Project Cost	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	\$ __X__ : Grant (Source:) _____ \$ _____ : Loan (Source:) _____ \$ _____ : Donation/Bequest/Private \$ _____ : User Fees & Charges \$ __X__ : 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: Dave Wholley Title: Director of Public Works and Municipal Facilities Signature: <i>Dave Wholley</i> Dept./Agency: DPW Date Prepared: June 26, 2024	



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Project Name: DPW Facility Master Plan

Department: DPW

EVALUATION CRITERIA

Enter an evaluation score from 0 (very low) to 5 (very high) for each criteria

 5 Addresses an emergency, public safety or school safety need

 5 Addresses a deficiency in service or facility

 5 Provides capacity needed to serve existing population or future growth

 4 Results in long term cost savings

 2 Supports job development/increased tax base

 1 Leverages the non-property tax revenues

 3 Matching funds available for a limited time

25 Total Project Score (out of a possible 35 points)