



**Town of Henniker, NH
Capital Improvement Program (CIP) Committee
2021– 2026
Project, Vehicle, and Equipment Request Form**

Department: _____ **Priority** ___ **of** ___

Project Title: _____

Est. Total Cost: _____ Est. Useful Life: _____ Previously Submitted ___ Yes ___ No

Type of Project: (check one)

Primary effect of project is to:

- Replace/repair existing facility/equipment
- Improve quality of existing facility/equipment
- Expand capacity of existing service level/facility
- Provide new facility/service capacity

Service Area of Project: (check at least one)	Region	Town	School District	RV	CV	Neighborhood	Street
	Other – Please specify _____						
Project Description:							
UPON COMPLETION, THIS PROJECT SATISFIES ALL FOUR PRIMARY EFFECTS This project has multiple achievable goals that dovetail the identified primary effects of the CIP Committee including 1) replacement of an aging accessibility lift to provide access for current and future levels of service, 2) incorporation of public restrooms within the building, 3) creation of a flexible, multi-use, library programming space on the third level, 4) and to make all these improvements to the physical plant with an eye for independent barrier-free use of a building that is in harmony with the Secretary of the Interior Standards for Rehabilitation of an historic building all while being cognizant of and in compliance with public safety and building codes.							
Rationale for Project: (check those that apply- elaborate below)		Reduce long term operating costs	Health or Safety	Continuation of Existing Project			
		Reflects Master Plan	Expand Public Demand	Reduces Liability			
Narrative Justification: The legislative body of the Town of Henniker has supported this project, investing \$80,500.00 thus far. The body voted to appropriate and expend \$10,500.00 for a feasibility study in 2018. This article was supported by selectmen. In 2019 the selectmen recommended and the legislative body voted to appropriate and expend \$70,000.00 to advance design and planning for the library accessibility and safety project. This money paid for a conceptual design of the project as well as supporting studies: mechanical engineering, structural engineering, geotechnical, and the calculation of preliminary budget numbers.							
If we embark on this project in 2021, the cost would be \$2,388,697.00. Waiting until 2026 would increase the cost of the project by just under \$1 million dollars due to inflation. The Project Management Institute (PMI) estimates that the magnitude of the escalation provision on recent projects that span 6 to 8 years has been as high as 40% of the total budget. (See next page for continued narrative)							



- 1. REPLACE/REPAIR EXISTING FACILITY EQUIPMENT.** The library trustees were notified that the existing Garaventa Stair Lift has reached the end of product life cycle. The issue isn't IF the lift will breakdown but WHEN. On that day, The Tucker Free Library trustees will have to remove the handicap accessibility sign from the front of the building. When this happens we may no longer be eligible for many of the grants we routinely receive, especially those that require the applicant/organization to check the ADA Accessibility box. We will have to publicly announce that our building is not accessible, thus limiting our ability to bring in performers and audiences that we have traditionally targeted. Most importantly, there will be Henniker residents who will no longer have access to our facility.

The maximum weight capacity of the existing lift at Tucker Free Library is 450 pounds. A fully motorized four-wheel wheelchair can weigh up to 350 pounds leaving only 100 pounds for the occupant of the chair before the weight limit of the lift is exceeded.

ADA Chapter 4: Accessible Routes. 410 Platform Lifts (paragraph 2) "...failure to take prompt action to effect repairs could constitute a violation of Federal laws..."

- 2. IMPROVE QUALITY OF EXISTING FACILITY/EQUIPMENT.** With the installation of an elevator, a modest addition will create the opportunity to upgrade our facilities, including the addition of public restrooms. Today, the library has one public restroom. Not only is our building not in compliance with current standards, but the location of the restroom is a safety and security concern. We are a public building. We have no idea of the character or criminality of individuals who enter our building. To access the public restroom one must pass through two areas dedicated to serving

children. Adding a handicapped accessible public restroom on the main and upper levels along with designating the existing restroom as a family facility is the bare minimum that a building with our occupancy rating should have.

To determine the appropriate number of restrooms, SMP architects calculated the building's occupancy. Each space (offices, reading rooms, stack area, mechanical rooms, etc.) in the building has different allowances. The 2015 International Building Code, Chapter 10 Means of Egress, Section 1004 Occupancy Load, Table 1004.1.2 lists them.

SMP calculated the existing Tucker Free Library occupant load to be 136 people for the lower and main level only. The basement and attic are not included.

The Existing Building Total Square Footage:	Basement:	730
	Lower Level:	3,126
	Main Level:	3,179
	Attic Level:	2,442
	TOTAL	9,477

2015 International Building Code, Chapter 29 Plumbing Systems, Section 2902 Minimum Plumbing Facilities, Table 2905.1 (Minimum Number of Required Plumbing Fixtures)

SMP calculated the existing required restroom fixture requirements to be:

- 1 water closet (toilet) for males
- 3 water closet (toilet) for females
- 1 lavatory (sink) for males
- 1 lavatory (sink) for females
- 1 drinking fountain (CURRENTLY NONE)
- 1 service sink (utility mop sink- CURRENTLY NONE. Janitorial waste dumped in staff sinks used for hand washing, craft cleanup, or lunch cleanup)

These figures work out to be a minimum of two ADA compliant restrooms, one for men and one for women with two water closets (toilets). Without legal means of accessing each floor, restrooms on each level would need to be ADA compliant.

3. EXPAND CAPACITY OF EXISTING SERVICE LEVEL/FACILITY. For a building to be considered ADA Compliant, an individual should be able to enter the building and move through it independently. This means they can open doors, utilize whatever vehicle exists, have easy access to public restroom facilities, and move through a barrier free building, INDEPENDENTLY. At the Tucker Free Library, the rear entrance is the only access point for the mobility impaired. That entrance is inadequate by current standards and is the first barrier to independent use of the library.

- There is no door opening mechanism that permits someone in a wheelchair to independently cross the threshold.
- Once inside the unconditioned vestibule they must locate the intercom, call for staff, and wait for assistance with the lift.
- If they need to use the public restroom then they must ride the lift to the first stop, exit the lift, move through the children's department where they must take a second staff-assisted

lift down to the restroom level. To leave the restroom, after summoning staff, the process is reversed.

- 4. PROVIDE NEW FACILITY/SERVICE CAPACITY – A)** Simply replacing the lift with another does not afford our community greater access to the library. * Some would argue that we don't have that many people in Henniker who require the accommodation an elevator would provide. We would suggest that we don't know who isn't using the library because of the physical barriers that exist. Additionally, many residents will at some point experience temporary mobility issues resulting from accident, illness, or other injuries that make navigating the stairs difficult. An elevator would allow the parent with a stroller to enter the building with that stroller. Finally, this project would allow for independent entry and navigation throughout the building by the handicapped community (including use of restroom facilities).

*(The International Code Council (ICC) who drafts and administers all the building codes in 38 countries including the United States: <https://www.iccsafe.org/advocacy/safety-toolkits/accessibility-info/>)

PROVIDE NEW FACILITY/SERVICE CAPACITY – B) The current meeting room in the lower level of the building has an occupancy load of seven; the NH Room has an occupancy load of 16. Both rooms have been utilized well beyond those ratings during multiple events held at the library. Since the NH Room serves as a browsing area for library materials, programs held in the NH Room render that area inoperable through the duration of the event. Converting the third floor into a multi-purpose, flexible space would greatly enhance opportunities for our patrons to use and meet at the library. We currently limit use of the library to library sponsored activities. We routinely say "NO" to our patrons who would like to gather at Tucker Free Library with their book groups, knitting circles, and civic clubs since there is no place in the library to accommodate them without disruption of the library functions.

Creation of a multi-purpose, flexible space on the third floor would result in the availability of a larger space separate from library operational space with an added 49-61 occupancy capacity.

Proposed attic level programming room is 861 SF. With a single means of egress, the maximum occupancy would be 49 people.

If the existing historical front stair is allowed to be used as a second means of egress, the occupancy would increase to: 57 with tables & chairs, 172 if people were standing, 123 if they were seated in non-fixed chairs. **Our preliminary furniture plan showing chairs with space for egress is 61 total chair/people. SMP feels that this is a maximum reasonable figure and is much in line with the average audience size for a Sunday program or storytime.**

SCENARIO 1 - BONDING THE PROJECT (See pages 6 and 7 for complete comparison)

COST ESTIMATE:	2021	2022	2023	2024	2025	2026	TOTAL
Capital Cost:							
Planning/Design/Engineering		\$127,400.00 (a)					
Land/Site Improvements							
Construction		\$2,512,122.00 (b)					
Equipment Cost							
Other Cost							
TOTAL CAPITAL COST							
Operating Budget Impact:							
Salaries/Wages							
Fringe Benefits							
Contracted Services							
Expenses							
Other Cost							
TOTAL OPERATING COST		\$2,639,522.00					

PROPOSED SOURCES OF FUNDING	2021	2022	2023	2024	2025	2026	TOTAL
General Fund (tax rate)							
Sewer Fund							
Capital Reserve Fund							
Revolving Fund							
Bond		\$2,639,522.00					
Grants							
Other		\$4,900.00 (c)					
TOTAL SOURCES OF FUNDING		\$2,644,422.00					

Form Prepared by:



Signature

DIRECTOR ON BEHALF OF BOARD OF TRUSTEES

Title

11/25/2020

Date

a) Final construction documents and architectural plans b) Based on the pre-construction estimate of \$2,258,697 for cost in 2021 adjusted for inflation from Milestone Engineering 3) bond consultant fee

NHMBB New Hampshire Municipal Bond Bank

Town of Henniker

July 2021 Bond Sale

10 Year **Estimated** Schedule - Level Principal

2019 Assessed Valuation: \$401,243,583

Date Prepared: 11/24/20

Interest Start Date: 07/14/21

First Interest Payment 02/15/22

Net Interest Cost: 1.50% Our 10 year interest rate in our July 2020 bond sale was .86% and we expect the interest rate for July 2021 to be lower than 1.50%. We use 1.50% to be conservative for budgeting purposes.

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Calendar Year Total Payment	Assessed Valuation	CY-Est. Tax Rate Inc.
	2/15/2022				\$62,500.00	\$62,500.00		\$401,243,583	
1	8/15/2022	\$ 2,500,000.00	\$ 250,000.00	1.50%	18,750.00	268,750.00	\$331,250.00		\$0.83
	2/15/2023				16,875.00	16,875.00		401,243,583	
2	8/15/2023	2,250,000.00	250,000.00	1.50%	16,875.00	266,875.00	283,750.00		0.71
	2/15/2024				15,000.00	15,000.00		401,243,583	
3	8/15/2024	2,000,000.00	250,000.00	1.50%	15,000.00	265,000.00	280,000.00		0.70
	2/15/2025				13,125.00	13,125.00		401,243,583	
4	8/15/2025	1,750,000.00	250,000.00	1.50%	13,125.00	263,125.00	276,250.00		0.69
	2/15/2026				11,250.00	11,250.00		401,243,583	
5	8/15/2026	1,500,000.00	250,000.00	1.50%	11,250.00	261,250.00	272,500.00		0.68
	2/15/2027				9,375.00	9,375.00		401,243,583	
6	8/15/2027	1,250,000.00	250,000.00	1.50%	9,375.00	259,375.00	268,750.00		0.67
	2/15/2028				7,500.00	7,500.00		401,243,583	
7	8/15/2028	1,000,000.00	250,000.00	1.50%	7,500.00	257,500.00	265,000.00		0.66
	2/15/2029				5,625.00	5,625.00		401,243,583	
8	8/15/2029	750,000.00	250,000.00	1.50%	5,625.00	255,625.00	261,250.00		0.65
	2/15/2030				3,750.00	3,750.00		401,243,583	
9	8/15/2030	500,000.00	250,000.00	1.50%	3,750.00	253,750.00	257,500.00		0.64
	2/15/2031				1,875.00	1,875.00		401,243,583	
10	8/15/2031	250,000.00	250,000.00	1.50%	1,875.00	251,875.00	253,750.00	401,243,583	0.63
TOTALS			\$ 2,500,000.00		\$ 250,000.00	\$ 2,750,000.00	\$ 2,750,000.00		

Please show all warrant articles related to this project to bond counsel prior to submitting them to DRA. If you need a list of approved bond counsels, please let us know and we will provide one.

NHMBB New Hampshire Municipal Bond Bank

Town of Heniker

July 2021 Bond Sale

20 Year **Estimated** Schedule - Level Principal

2019 Assessed Valuation: \$401,243,583

Date Prepared: 11/24/20

Interest Start Date: 07/14/20

First Interest Payment 02/15/22

Net Interest Cost: 2.50% Our 20 year interest rate in our July 2020 bond sale was 1.67% and we expect the interest rate for July 2021 to be lower than 2.50%. We use 2.50% to be conservative for budgeting purposes.

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Calendar Year Total Payment	Assessed Valuation	CY-Est. Tax Rate Inc.
	2/15/2022				\$62,500.00	\$62,500.00		\$401,243,583	
1	8/15/2022	\$ 2,500,000.00	\$ 125,000.00	2.50%	31,250.00	156,250.00	\$ 218,750.00		\$0.55
	2/15/2023				29,687.50	29,687.50		401,243,583	
2	8/15/2023	2,375,000.00	125,000.00	2.50%	29,687.50	154,687.50	184,375.00		0.46
	2/15/2024				28,125.00	28,125.00		401,243,583	
3	8/15/2024	2,250,000.00	125,000.00	2.50%	28,125.00	153,125.00	181,250.00		0.45
	2/15/2025				26,562.50	26,562.50		401,243,583	
4	8/15/2025	2,125,000.00	125,000.00	2.50%	26,562.50	151,562.50	178,125.00		0.44
	2/15/2026				25,000.00	25,000.00		401,243,583	
5	8/15/2026	2,000,000.00	125,000.00	2.50%	25,000.00	150,000.00	175,000.00		0.44
	2/15/2027				23,437.50	23,437.50		401,243,583	
6	8/15/2027	1,875,000.00	125,000.00	2.50%	23,437.50	148,437.50	171,875.00		0.43
	2/15/2028				21,875.00	21,875.00		401,243,583	
7	8/15/2028	1,750,000.00	125,000.00	2.50%	21,875.00	146,875.00	168,750.00		0.42
	2/15/2029				20,312.50	20,312.50		401,243,583	
8	8/15/2029	1,625,000.00	125,000.00	2.50%	20,312.50	145,312.50	165,625.00		0.41
	2/15/2030				18,750.00	18,750.00		401,243,583	
9	8/15/2030	1,500,000.00	125,000.00	2.50%	18,750.00	143,750.00	162,500.00		0.40
	2/15/2031				17,187.50	17,187.50		401,243,583	
10	8/15/2031	1,375,000.00	125,000.00	2.50%	17,187.50	142,187.50	159,375.00		0.40
	2/15/2032				15,625.00	15,625.00		401,243,583	
11	8/15/2032	1,250,000.00	125,000.00	2.50%	15,625.00	140,625.00	156,250.00		0.39
	2/15/2033				14,062.50	14,062.50		401,243,583	
12	8/15/2033	1,125,000.00	125,000.00	2.50%	14,062.50	139,062.50	153,125.00		0.38
	2/15/2034				12,500.00	12,500.00		401,243,583	
13	8/15/2034	1,000,000.00	125,000.00	2.50%	12,500.00	137,500.00	150,000.00		0.37
	2/15/2035				10,937.50	10,937.50		401,243,583	
14	8/15/2035	875,000.00	125,000.00	2.50%	10,937.50	135,937.50	146,875.00		0.37
	2/15/2036				9,375.00	9,375.00		401,243,583	
15	8/15/2036	750,000.00	125,000.00	2.50%	9,375.00	134,375.00	143,750.00		0.36
	2/15/2037				7,812.50	7,812.50		401,243,583	
16	8/15/2037	625,000.00	125,000.00	2.50%	7,812.50	132,812.50	140,625.00		0.35
	2/15/2038				6,250.00	6,250.00		401,243,583	
17	8/15/2038	500,000.00	125,000.00	2.50%	6,250.00	131,250.00	137,500.00		0.34
	2/15/2039				4,687.50	4,687.50		401,243,583	
18	8/15/2039	375,000.00	125,000.00	2.50%	4,687.50	129,687.50	134,375.00		0.33
	2/15/2040				3,125.00	3,125.00		401,243,583	
19	8/15/2040	250,000.00	125,000.00	2.50%	3,125.00	128,125.00	131,250.00		0.33
	2/15/2041				1,562.50	1,562.50		401,243,583	
20	8/15/2041	125,000.00	125,000.00	2.50%	1,562.50	126,562.50	128,125.00	401,243,583	0.32
TOTALS			\$ 2,500,000.00		\$ 687,500.00	\$ 3,187,500.00	\$ 3,187,500.00		

Please show all warrant articles related to this project to bond counsel prior to submitting them to DRA. If you need a list of approved bond counsels, please let us know and we will provide one.

SCENARIO 2 - Raising Funds for 6 years

COST ESTIMATE:	2021	2022	2023	2024	2025	2026	TOTAL
Capital Cost:							
Planning/Design/Engineering					\$147,125.00 (a)		\$147,125.00
Land/Site Improvements							
Construction					\$3,005,822.00 (b)		\$3,005,822.00
Equipment Cost							
Other Cost							
TOTAL CAPITAL COST							\$3,152,947.00
Operating Budget Impact:							
Salaries/Wages							
Fringe Benefits							
Contracted Services							
Expenses							
Other Cost							
TOTAL OPERATING COST							

PROPOSED SOURCES OF FUNDING	2021	2022	2023	2024	2025	2026	TOTAL
General Fund (tax rate)	\$525,491	\$525,491	\$525,491	\$525,491	\$525,491	\$534,508	\$3,152,947.00
Sewer Fund							
Capital Reserve Fund							
Revolving Fund							
Bond							
Grants							
Other							
TOTAL SOURCES OF FUNDING							\$3,152,947.00

Form Prepared by:



DIRECTOR ON BEHALF OF BOARD OF TRUSTEES

11/25/2020

Signature

Title

Date

a) Final construction documents and architectural plans b) Based on the pre-construction estimate of \$2,258,697 for cost in 2021 adjusted for inflation from Milestone Engineering