



# TWO RIVERS-OTTAUQUECHEE

128 King Farm Road  
Woodstock, VT 05091

REGIONAL COMMISSION

## Capital Budgeting Template

Town

Date

This checklist is to be used to assess current assets such as infrastructure, buildings, equipment.  
Many areas of this form may not apply to your town.

### Public Works - Wastewater

Do you have a town system <input type="checkbox"/>	
Briefly describe what type of system you have, including year built, and location(s) of all infrastructure.	
Are multiple towns served by this system?	If yes, what other towns?

Data			Type of Treatment		
Design Capacity (gpd)	<input type="text"/>	% of Town Residents served by system	%	Primary	<input type="text"/>
Average Daily Use (gpd)	<input type="text"/>			Secondary	<input type="text"/>
Annual Flow (%)	<input type="text"/>			Tertiary	<input type="text"/>

Do you have a map of your system <input type="checkbox"/>	How is Wastewater Discharged?
<i>If yes, does map show;</i>	Mains by size? <input type="text"/>
	Pipe Type? <input type="text"/>
	Force or Gravity? <input type="text"/>

Do you anticipate minor/major upgrades to your wastewater facility in;

Circle one

None	1-2 Years	2-5 Years	5-10 Years	10 Years and Beyond
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**Briefly describe what upgrades would be needed**

**Are there infrastructure concerns at this time? Examples could be replacing a roof on a pump house, lighting or electrical concerns, re-paving entryway, etc.**

## Public Works - Community Water Supply System

<b>Do you have a town system</b>	<input type="checkbox"/>
If yes then:	
<b>Briefly Describe the water system you have including year built and storage facilities:</b>	

<b>Well location(s) and/or water supply source location - INCLUDE DEPTH AND YIELD</b>

<b>Does it serve multiple towns?</b>	<input type="checkbox"/>	<b>Who else?</b>	
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Data			
Number of Connections		Connections Metered?	
Average Day Demand (gpd)		% of Town Residents served by system	%
Max Demand Capacity (gpd)			

<b>Do you have a map of your system?</b>	<input type="checkbox"/>
<i>If yes, does map show;</i>	
Mains by size?	<input type="checkbox"/>
Pipe Type?	<input type="checkbox"/>
Force or Gravity?	<input type="checkbox"/>

<b>Disinfection Type?</b>

<b>Do you anticipate minor/major upgrades to your water system in;</b>				
<u>Circle one</u>				
None	1-2 Years	2-5 Years	5-10 Years	10 Years and Beyond

<b>Briefly describe what upgrades would be needed</b>

<b>Are there infrastructure concerns at this time? Examples could be reservoir work, addressing boil orders, lighting or electrical concerns, resizing mains, etc.</b>

## Public Works - Town Infrastructure

Does your town have a garage <input style="width: 50px;" type="text"/>	Year Built? <input style="width: 50px;" type="text"/>
What is it located? <input style="width: 250px; height: 20px;" type="text"/> <input style="width: 250px; height: 20px;" type="text"/>	Is there a VTRANS garage within town? <input style="width: 50px;" type="text"/>
Do you store vehicles at this location <input style="width: 50px;" type="text"/>	Bathroom facilities on site? <input style="width: 100px;" type="text"/>
Is the Garage heated <input style="width: 50px;" type="text"/>	

**Briefly assess the garage site including, safety, vehicle circulation, lighting, materials storage, etc.**

Do you have a sand pile on site <input style="width: 50px;" type="text"/>	Is there a chloride tank on site? <input style="width: 50px;" type="text"/>
Fuel pumps on site? <input style="width: 200px;" type="text"/>	
Do you store salt on site? <input style="width: 50px;" type="text"/>	How is it stored? <input style="width: 150px;" type="text"/>

Is the town garage area adequate?

If no, briefly discuss what is needed to address this.

## Solid Waste

Does your town have a recycling center/trash structure? <input style="width: 150px;" type="text"/>	
If yes, accessibility? <input style="width: 200px;" type="text"/>	
What days of the week is it open? <i>(checkoff each day of the week facility is open)</i>	<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday
Is a permit required for trash dropoff? <input style="width: 50px;" type="text"/>	
If yes, what type? <input style="width: 250px;" type="text"/>	
Is a permit required for Recycling <input style="width: 50px;" type="text"/>	

Is there curbside pick-up of trash/recycling in your town?

If Yes who provides this service  and

**Describe any concerns with infrastructure or needed improvements or expansion plans;**

## Education

Please list public and private educational structures within your town

Structure Name	E911 Address	Type	Year Built	Building Capacity	Student Enrollment	Back up Power?

Please describe any infrastructure concerns with any of the above buildings

Are any of these buildings designated as an Emergency Shelter

Please briefly discuss any anticipated or past trends or changes in enrollment

Libraries within town					
Name	E911 Address	Meets State Standards	# of Volumes	Hours open per Week	ADA Accessible?

Anticipated library building renovations or infrastructure concerns?



**What Emergency or Ambulance services are available to your town?**

Primary Provider

Secondary Provider

Does your town have a Fast Squad?

If your town does not have any medical infrastructure, briefly describe the nearest provider(s) to your town:

## Telecommunications

What services exist in your town;

Type	Provider (Type in)	Accessibility to these Services			
		Households		Businesses	
Fiber Optic		<input type="text"/>	% <input type="text"/>	<input type="text"/>	% <input type="text"/>
DSL		<input type="text"/>	% <input type="text"/>	<input type="text"/>	% <input type="text"/>
Cable		<input type="text"/>	% <input type="text"/>	<input type="text"/>	% <input type="text"/>
Cell Service		<input type="text"/>	% <input type="text"/>	<input type="text"/>	% <input type="text"/>
Other High Speed Internet		<input type="text"/>	% <input type="text"/>	<input type="text"/>	% <input type="text"/>
		<input type="text"/>		<input type="text"/>	

Are there areas of your town that do not have access to high speed internet?

What specific infrastructure improvements are needed to address this?

## Renewable Energy / Electric Infrastructure

Are there any planned generation sites in your town?  Where?

Are there any future upgrades to the following;

Power Distribution

Streetlights

Substation

Other Infrastructure  Describe other

## Public Safety

Does your town have (please check)

<input type="checkbox"/> Police Department	<input type="checkbox"/> Constable	<input type="checkbox"/> State Police Barracks	<input type="checkbox"/> Sherriff's Department
<input type="checkbox"/> Dispatch Center	<input type="checkbox"/> Correctional Facility		

Are officers Full-time or Part-time		Do you contract your police?
If you have a town constable, are they certified?		To Whom?

Please list and assess any public safety infrastructure in the table below;

Type	E911 Address	Building Description	Year Built	Building Capacity	Back-up Power?	ADA Accessible?

Briefly describe any needed improvements or plans for expansion/modification to any of these buildings'


## Fire Department

Which Fire Department is the primary for your town?	
Is this a town department?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type?	<input type="checkbox"/> Town <input type="checkbox"/> Contract
Is this fire department listed as a non-profit?	<input type="checkbox"/> Yes <input type="checkbox"/> No

In regards to town fire departments, does your town;	
Own the fire station building	<input type="checkbox"/> Yes <input type="checkbox"/> No
Own any of the major equipment such as pumper, engines, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is the town seeking to replace any of this infrastructure or equipment in the near future? Explain below.




# Cemeteries

Please list the cemeteries in your town and briefly comment on their current condition				
Name	Address	# Lots Avail	Town Owned or Private	Condition