

**2019 APPROVED  
2020 - 2028 PROPOSED  
CAPITAL IMPROVEMENT PROGRAM**

Page #	Description	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
17	<b>Business Department</b>										
18	Update Property Tax Maps - Assessing	70,000									
9	VISION Software Conversion - Assessing		27,500								
20	Municipal Software Package		300,000								
	<b>BUSINESS TOTALS</b>	70,000	327,500	-	-	-	-	-	-	-	-

# CAPITAL IMPROVEMENT PROGRAM

<b>PROJECT YEAR</b>	2019												
<b>PROJECT COST</b>	\$70,000												
<b>DESCRIPTION</b>	<i>Update Property Tax Maps</i>												
<b>DEPARTMENT</b>	<i>Assessing</i>												
<b>IMPETUS FOR PROJECT (IE. MANDATED, COUNCIL GOAL, DEPT INITIATIVE, ETC.)</b>													
<p>Currently, Durham's property tax maps lack many of the fundamental requirements necessary to accurately appraise real property effectively and efficiently. This became very evident during the 2013 and 2018 statistical updates, primarily because the tax maps are not to scale. This primary deficiency not only made it difficult to accurately determine acreage, road and water frontage, right-of-ways and easements, but also made it more difficult to determine market value. Considering that Durham is a University community, it is one of the only communities in the seacoast and southern New Hampshire area with deficient property tax maps.</p>													
<b>DESCRIPTION (TO INCLUDE JUSTIFICATION)</b>													
<p>Property taxes in New Hampshire are based on the market value of real property. It is the responsibility of the Assessing Department to value all property in Durham consistently and equitably so all property owners pay their fair share of property taxes. For this to happen, it's vital that the tax assessor is given the tools necessary to accurately appraise property for tax assessment purposes because most of the revenue generated for the municipality is through the assessing department.</p> <p>Property tax maps are an assessor's "bible" when appraising real property. A well maintained mapping system provides both a graphic representation of the real property tax roll and an inventory of the ownership documents pertaining to the legal subdivision of land.</p> <p>A good mapping system is essential for the location, identification and inventory of all parcels within a jurisdiction. The maps are used by real estate appraisers, realtors and lawyers in their everyday work and by the public in its quest for land information. Computerized maps and ownership records can be shared with other government and public service agencies to improve public service.</p> <p>The objective of the parcel mapping project is to generate current, accurate parcel maps and indexes which show the correct size, shape, location, acreage, property dimensions, right-of-way's, easements and ownership of every property in the Town of Durham.</p>													
<b>Per RSA 31:95-a Tax Maps</b>													
<p>I. Every city and town shall, prior to January 1, 1980, have a tax map, so-called, drawn. Each tax map shall:</p> <ul style="list-style-type: none"> <li>(a) Show the boundary lines of each parcel of land in the city or town and shall be properly indexed.</li> <li>(b) Accurately represent the physical location of each parcel of land in the city or town.</li> <li>(c) Show on each parcel of land the road or water frontage thereof.</li> </ul> <p>II. (a) The scale on a tax map shall be meaningful and adequately represent the land contained on the map, taking into consideration the urban or rural character of the land. The scale shall be sufficient to allow the naming and numbering of, and the placement of dimensions within, if possible, the parcel represented in the individual plat.</p> <p>(b) Nothing in this paragraph shall apply to any city or town which, prior to the imposition of such scale requirements, has drawn a tax map, appropriated funds or contracted with any person or firm to prepare a tax map or expended funds in the initial phase of preparing a tax map.</p> <p>III. Each parcel shall be identified by a map and parcel number and shall be indexed alphabetically by owner's name and numerically by parcel number.</p> <p>IV. Tax maps shall be updated at least annually to indicate ownership and parcel size changes.</p> <p>V. Each tax map shall be open to public inspection in a city or town office during regular business hours.</p>													
<b>Parcel Mapping Project:</b>													
<p>The objective of the parcel mapping project is to generate current, accurate parcel maps and indexes which show the correct size, shape, location, acreage, property dimensions, right-of-way's, easements and ownership of every property in the Town of Durham.</p> <p>The mapping process will be completed over a three year period. The completion of the parcel mapping project will completely cure all of its current deficiencies and will result in an accurate, defensible, and complete inventory of every acre in the Town.</p> <p>The mapping system that will result from this project will be the fundamental basis for the Town's future Geographic Information System (GIS) that will benefit all departments in Durham, as well as all users utilizing the property tax maps.</p>													
<b>ESTIMATED COSTS:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>CONTRACTED SERVICES</b></td> <td style="width: 50%; text-align: right;">\$ 70,000</td> </tr> </table>	<b>CONTRACTED SERVICES</b>	\$ 70,000										
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<b>FINANCING</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>OPERATING BUDGET</b></td> <td style="width: 50%; text-align: right;">\$ -</td> </tr> <tr> <td><b>UNH - CASH</b></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>BOND - TOWN PORTION</b></td> <td style="text-align: right;">\$ 70,000</td> </tr> <tr> <td><b>FEDERAL/STATE GRANT</b></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>CAPITAL RESERVE ACCOUNT</b></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td><b>TOTAL COSTS</b></td> <td style="text-align: right; border-top: 1px solid black;">\$ 70,000</td> </tr> </table>	<b>OPERATING BUDGET</b>	\$ -	<b>UNH - CASH</b>	\$ -	<b>BOND - TOWN PORTION</b>	\$ 70,000	<b>FEDERAL/STATE GRANT</b>	\$ -	<b>CAPITAL RESERVE ACCOUNT</b>	\$ -	<b>TOTAL COSTS</b>	\$ 70,000
<b>OPERATING BUDGET</b>	\$ -												
<b>UNH - CASH</b>	\$ -												
<b>BOND - TOWN PORTION</b>	\$ 70,000												
<b>FEDERAL/STATE GRANT</b>	\$ -												
<b>CAPITAL RESERVE ACCOUNT</b>	\$ -												
<b>TOTAL COSTS</b>	\$ 70,000												
<b>IF BONDED:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>NUMBER OF YEARS</b></td> <td style="width: 50%; text-align: center;">5</td> </tr> <tr> <td><b>TOTAL PRINCIPAL</b></td> <td style="text-align: right;">\$ 70,000.00</td> </tr> <tr> <td><b>TOTAL INTEREST (EST'D)</b></td> <td style="text-align: right;">\$ 6,300.00</td> </tr> <tr> <td><b>TOTAL PROJECT COST</b></td> <td style="text-align: right; border-top: 1px solid black;">\$ 76,300.00</td> </tr> </table>	<b>NUMBER OF YEARS</b>	5	<b>TOTAL PRINCIPAL</b>	\$ 70,000.00	<b>TOTAL INTEREST (EST'D)</b>	\$ 6,300.00	<b>TOTAL PROJECT COST</b>	\$ 76,300.00				
<b>NUMBER OF YEARS</b>	5												
<b>TOTAL PRINCIPAL</b>	\$ 70,000.00												
<b>TOTAL INTEREST (EST'D)</b>	\$ 6,300.00												
<b>TOTAL PROJECT COST</b>	\$ 76,300.00												

# CAPITAL IMPROVEMENT PROGRAM

PROJECT YEAR	2020	PROJECT COST	\$27,500
DESCRIPTION	Convert VISION 6.5 to 8.0	DEPARTMENT	Assessing
IMPETUS FOR PROJECT (IE. MANDATED, COUNCIL GOAL, DEPT INITIATIVE, ETC.)			
VISION Government Solutions will no longer support VISION CAMA Software 6.5 after 2019. Therefore, the Assessing Office needs to update the software from 6.5 to 8.0. In addition, Durham will need to re-create seven (7) years of VISION static data bases from 2012 to 2018.			
DESCRIPTION (TO INCLUDE JUSTIFICATION)			
The Durham Assessing Office uses VISION CAMA software for property tax assessment purposes and must update the software from 6.5 to 8.0 because VISION Government Solutions will no longer support 6.5 after 2019.			
\$10,000 Conversion Cost from VISION CAMA software 6.5 to 8.0.			
\$17,500 Re-create seven (7) years of VISION static data bases from 2012 to 2018 (\$2,500 per year)			
ESTIMATED COSTS:	CONTRACTED SERVICES	\$	27,500
FINANCING	OPERATING BUDGET	\$	27,500
	UNH - CASH	\$	-
	BOND - TOWN PORTION	\$	-
	BOND - UNH PORTION	\$	-
	FEDERAL/STATE GRANT	\$	-
	CAPITAL RESERVE ACCOUNT	\$	-
	TOTAL COSTS	\$	27,500


**VISION**  
 GOVERNMENT SOLUTIONS

# CAPITAL IMPROVEMENT PROGRAM

<b>PROJECT YEAR</b>	2020	<b>PROJECT COST</b>	\$300,000
<b>DESCRIPTION</b>	Municipal Software Package	<b>DEPARTMENT</b>	Business
<b>IMPETUS FOR PROJECT (IE. MANDATED, COUNCIL GOAL, DEPT INITIATIVE, ETC.)</b>			
Department Initiative			
<b>DESCRIPTION (TO INCLUDE JUSTIFICATION)</b>			
<p>Our current software package which is used for managing finance, accounts receivable, accounts payable, budgeting, payroll, purchase orders, building permits, water and sewer management, property tax management, fixed assets, cash receipting and general ledger was installed in 2006. We know in talking with the developer that they are no longer supporting or adding new features and only fixing "bugs" at this point with our support dollars. A feature we are looking to add with new software would be the ability to interface with the current Police, Fire and Town Clerk software. We are also looking at the possibility of moving to a cloud based solution and possibly a subscription based model.</p> <p>*NOTE: This cost may increase as we are looking at software packages that may incorporate other departmental needs, as well as the financial aspect. A group has been established to look at options.</p>			
<b>ESTIMATED COSTS:</b>	<b>PURCHASE AND INSTALLATION</b>	\$	300,000
	<b>TOTAL PROJECT COST</b>	\$	300,000
<b>FINANCING</b>	<b>OPERATING BUDGET</b>	\$	-
	<b>UNH - CASH</b>	\$	-
	<b>BOND - TOWN PORTION</b>	\$	300,000
	<b>BOND - UNH PORTION</b>	\$	-
	<b>FEDERAL/STATE GRANT</b>	\$	-
	<b>CAPITAL RESERVE ACCOUNT</b>	\$	-
	<b>TOTAL FINANCING COSTS</b>	\$	300,000
<b>IF BONDED:</b>	<b>NUMBER OF YEARS</b>		7
	<b>TOTAL PRINCIPAL</b>	\$	300,000
	<b>TOTAL INTEREST</b>	\$	27,000
	<b>TOTAL ESTIMATED COST</b>	\$	327,000

