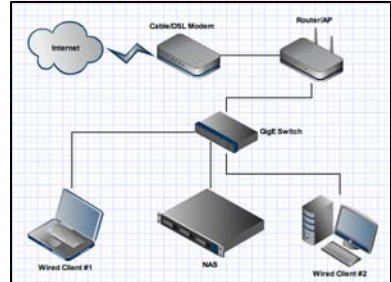


TOWN OF KITTERY



CAPITAL IMPROVEMENT PROGRAM 2023-2027



CIP Committee

Town Councilor – Colin McGuire

School Committee Member - Eric Lemont

Citizen Representative - Jeff Clifford

Citizen Representative - Chris Perkins

School Director of Facilities – Mark Everett

Town Manager - Kendra Amaral

Finance Director/Assistant Town Manager – Patricia Moore

200 ROGERS ROAD
KITTERY, ME 03904

EXECUTIVE SUMMARY

The Town of Kittery is committed to maintaining a five-year Capital Improvement Plan (CIP), for the purpose of identifying and prioritizing investment in the Town's assets. The assets included in the CIP are critical to delivering core services of the Town government and supporting the community's goals and objectives.

As a communication tool, the CIP informs the Town Council and the public about the Town's efforts to plan for on-going management of assets including buildings, roadways, equipment, vehicles, technology, and records. A properly developed CIP also guides the development of a debt plan, and identifies potential timing and bundling of higher cost investments for future bonding.

The Town currently holds \$2.5M in capital reserves for planned and unplanned future needs associated with roadways, equipment, public safety vehicles and equipment, buildings, technology, and land improvements. This is exclusive of the \$2.3M in cash from the bond issued for the renovation and expansion of the Rice Public Library. The reserves are down \$300,000 from the prior year. Approximately \$600,000 of the capital reserves is encumbered, while the Town awaits delivery of vehicles and equipment orders delayed by COVID related supply chain impacts.

The Town uses multi-year plans, depreciation projections, and inflation projections to develop the CIP, updating it each year with adjustments based on actual wear and tear, changes in needs or priorities, and fluctuations in inflation.

Fiscal Year 2023 CIP

The FY23-FY27 CIP was developed to hold the capital funding amount to the prior year's appropriation. Despite the limitation, the plan continues to address various capital needs across multiple departments, and to advance priority projects such as LED building light conversions and implementation, assessment of Memorial Field for improvements, and implementation of short-term objectives of the Bicycle and Pedestrian Master Plan.

The proposed funding for capital in FY23 is \$1,516,400, representing a decrease of \$37,500 from the previous year's CIP funding. For comparison, the pre-COVID five-year plan called for \$1,748,917 to be funded in FY23. The CIP Committee considered anticipated operating budget increases, the broad range of needs, and other important factors in proposing the FY23 capital budget.

The FY23 plan does not meet all of the needs identified by departments. The Fire Department's Rescue 3 apparatus requires replacement as soon as possible, due to growing deficiencies in the frame caused by weather associated rust. This specific apparatus was not scheduled to be replaced until FY26; resulting in a capital cost three years sooner than planned. The Fire Apparatus Reserve is short \$450,000 of the funds needed to replace Rescue 3. Rather than increase the CIP appropriation by 28%, the proposed plan is to seek a warrant article to utilize the unassigned fund balance to make up the \$450,000 difference. This strategy was last used in 2018 to replace the Government Street pier sooner than planned.

The CIP has been funded lean since FY20, at the beginning of the COVID pandemic. The CIP funding requests have been lower than projected pre-COVID to provide relief for the overall budget and taxpayers. It is understood that the annual CIP appropriation will need to climb back up to pre-COVID levels in the near future in order to effectively meet the Town's ongoing capital needs and respond to rapidly increasing inflation.

The CIP also has a proposed change in policy, removing the School Department capital from the Town Council-controlled Municipal budget. This was a matter of ongoing question, as to why School related capital was not part of the School budget. In discussions with the School Department and members of the School Committee, it is was

identified that the School capital requests were placed in the Municipal CIP in order to allow the School to lower its budget for its maintenance and ongoing technology needs. The School will budget for their maintenance and capital needs in their annual budget that is approved by the School Committee, rather than the Town Council, and will be presented to the voters through the School Budget Validation Referendum each June. This reallocation allows the Town and voters greater clarity on the costs associated with the School District and Municipal Services.

Debt service will be \$1,797,511, a decrease of \$52,323. The debt includes the Library bond that was issued in FY21 and savings from the refund of bonds packaged with the Library debt. Debt is projected to reduce over the next five years, as various Municipal and School bonds are repaid.

The Town continues to actively seek grants to offset costs and support the capital program. Grants are being applied for stormwater infrastructure replacement, sidewalks on Stevenson Road, and other priorities. The Town has also allocated \$265,000 of American Rescue Plan Act funds to supplement the capital budget where needs were greater than available reserves.

Funding for Holding Accounts is proposed to increase \$22,000 from the prior fiscal year. The Five-Year Pavement Management Plan has been updated based on the most recent pavement condition assessment. The Town had been developing a healthy reserve for the repaving of the Route 1 Mall Road area; however, MaineDOT has agreed to take on the majority of this project, saving the Town approximately \$900,000. This will allow the Town to move up rehabilitation and reconstruction of the Village stormwater system and roads to FY23 and FY24. The installation of a generator at Town Hall has been delayed due to significant cost increases resulting from current market conditions of materials and labor shortages.

The Capital Reserve Accounts are projected to decrease \$201,500 from the prior year. The primary driver is the shift of School capital out of the Municipal budget and into the School budget. Additional savings are coming from the Fire Facility Reserve. This reserve is not being funded in FY23 due to the approved Gorges Road expansion project.

There are three new Capital Projects being proposed for FY23. The first is the continuation of the invasive plant management effort at Fort Foster. This is a multi-year project, that began in FY22. The first year of funding was provided through Wetlands Mitigation Fund. The Youth Athletic Advisory Committee requested funding for the assessment of Memorial Field to determine what options are possible for improving the playing field conditions and support services such as parking, lighting, and field house. The assessment will build upon the work of the Youth Athletic Field Master Plan. Finally, the Town is proposing an LED building light conversion project for the KCC and Town Hall Complex. The project will take two years to complete and will reduce electricity use in these buildings by approximately 70% once implemented. The estimated cost includes projected Efficiency Maine incentives.

Included in this plan is the Town's "on the horizon" list which includes potential projects or ideas that could impact the unassigned reserve fund, the capital program, or debt. "On the horizon" projects reflect ideas that may not yet be vetted, prioritized, or approved.

The Capital Improvement Plan process commenced with a review of the Town's Capital Improvement Program policy. The policy was updated this year to reflect the move of the School's capital. The capital request forms were updated to provide better clarity on the type of fund and offsetting funding from other sources.

Department heads submitted their FY23-FY27 requests and presented them to the CIP Committee. Through this process, the CIP Committee asked questions, sought additional information, and proposed amendments to the requests. The CIP Committee then reviewed all of the requests as an assembled plan. They evaluated the projects

requested based on justification, priority, need, and impact on the Town's ability to deliver core services to both residents and businesses. This report represents the culmination of their work and the proposed five-year capital improvement plan.

In summary, the FY23-FY27 CIP includes:

- Effectively level-funded from the prior year; with one resulting warrant article request for replacement of Fire Rescue 3.
- Three new projects that correspond to Town goals and objectives.
- The reallocation of school capital to the School Department budget.

We wish to thank the Committee and the staff who participated in the development of the CIP. Their insight, expertise, and consideration added significant value to the process.

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MANDATE

The Kittery Town Charter mandates a capital program as follows:

“Sec. 6.05. Capital program”

(1) Submission to manager. The town manager shall prepare and submit to the council a 5-year capital program at least 90 calendar days prior to the final date for submission of the proposed budget.

(2) Contents. The capital program shall include:

(a) A clear general summary of its contents;

(b) A list of all capital improvements which are proposed to be undertaken during the 5 fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

(c) Cost estimates, method of financing and recommended time schedules for each such improvement;

(d) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired; and

(e) Recommendations to fund improvements in the established capital program dedicated reserve account; any proposed multi-year capital bonds for voter approval; or any to be addressed as a separate budget line item to be fully funded in the ensuing fiscal year with voter approval. Debt service for voter approved capital bonds and capital improvement program dedicated reserve funds are annual appropriations.

(3) Capital program requirements approved by council to be entirely funded in the ensuing fiscal year, as a separate budget account line item outside the capital program dedicated reserve account, must be submitted to the qualified voters of the town after a public hearing, at a regular or special election, or town meeting as prescribe herein, and are obligated provided a majority of the legal votes cast in such election are in the affirmative.

(4) The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.”

Overview

One of the primary responsibilities of municipal government is to preserve, maintain, and improve a community's stock of buildings, roads, parks, sewer facilities, machinery, apparatus and equipment. Planning for capital improvements is a matter of prudent financial management, as well as sound development practice.

Kittery's capital improvement program (CIP) is to be a blueprint for planning capital expenditures and is one of the most important responsibilities of local government officials. It coordinates community planning, financial capacity and physical development and is a community plan for short and long-range physical development in the form of capital purchases of equipment or facilities. It is intended to link the Town's comprehensive plan and fiscal plan to physical developments.

The capital improvement program is a five-year outlook that includes the upcoming year's proposed spending plan for capital items, the annual funding for reserve and holding accounts that support ongoing maintenance and/or projected future capital outlays, and projected capital expenditures and needed reserves for the four years beyond the capital budget.

The CIP goal is to insure sound fiscal and capital planning through effective leadership with the involvement and cooperation of all municipal departments. The CIP will support the following objectives:

- Developing revenue policies for proposed improvements.
- Determining budgeting methods for projects.
- Promoting inter-department coordination of projects within the town.
- Informing the public of planned capital improvements.
- Facilitating coordination between capital needs and the operating budgets.
- Enhancing the community's credit rating, controlling its tax rate, and avoiding sudden changes in its debt service requirements.
- Identifying the most advantageous means of financing capital projects.
- Increasing opportunities for obtaining federal and state aid.
- Relating public facilities to other public and private development and redevelopment policies and plans.
- Focusing attention on community objectives and fiscal capacity.
- Keeping the public informed about future needs and projects.
- Coordinating the activities of neighboring and overlapping units of local government to reduce duplication.
- Ensuring public capital is resilient to environmental factors such as climate change and sea level rise.

Under GASB 34, the town is required to capitalize and depreciate long-term assets; including such items as equipment, real property, and infrastructure; and report this information in the town's annual financial report.

The School Department will plan for its capital needs for buildings, vehicles and technology as part of its annual budget. The School Department annual budget is considered separately of the municipal budget, and is endorsed by the School Committee and presented to the voters in an annual Budget Validation Referendum in June. The School Department and the Municipal Administration review the annual tax levy, anticipated value growth, and projected impact on the tax rate from proposed or projected levy increases associated with annual and capital budgets. This process serves to ensure the two Town functions (School and Municipal Administration) are maintaining the charter-determined separation while still coordinating and planning collectively.

DEFINITIONS

Accumulated Depreciation The total depreciation expense accumulated since the acquisition date of the fixed assets to the current fiscal year.

Ancillary Costs Costs, in addition to purchase or construction costs, related to placing a fixed asset into its intended state of operation. Normally, ancillary costs are to be included in the capitalized cost of a fixed asset. However, minor ancillary costs, not measurable at the time a fixed asset is recorded in the department's fixed asset inventory system, may be expensed.

Construction in Progress A long-term asset reflecting the cost of construction work undertaken, but not yet completed (usually a capital project).

Capital Improvement Holding Accounts The accounting identifier line in the town chart of accounts grouping the CIP funds dedicated for replacement of assets with a cost above \$25,000 and a life cycle greater than five years.

Capital Improvement Reserve Accounts CIP budget lines maintained by the departments for future demands for, repair, rehabilitation, or replacement, of fixed assets that cost between \$5,000 and \$25,000 and have a useful life more than five years.

Capital Replacement Cost The figure calculated for replacement of an asset. Capital replacement cost may be calculated based on original cost multiplied by the Schedule of Useful Life and an inflation factor, by current replacement costs multiplied by an inflation factor and the remaining Useful Life.

Depreciation Method For the purposes of implementing GASB 34, depreciation will be calculated using the straight-line depreciation method. Straight-line assumes that the asset will depreciate at the same rate each year of its useful life.

Infrastructure Long-lived fixed assets that are normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Infrastructure may include roads, bridges, dams, and similar fixed assets. For capitalization purposes, the town only considers roads and bridges that are the town's responsibility, to be infrastructure. Departments should maintain records for all infrastructure for asset management purposes but should not capitalize or report infrastructure that is not roads or bridges.

Intangible Asset Intangible assets are long-term assets that have no physical substance and are used in operations to produce products or services. Intangible asset costs must be systematically allocated to expenses over their useful life through a process called amortization.

Useful Life The length of time something is expected to last for its intended purpose. For depreciation purposes the useful life will be determined by departments using published guidelines from professional organizations and industries, available information for comparable assets used by similar government agencies, and internal information based on experience.

COORDINATING COMMITTEE

The Town Council establishes and appoints a Capital Improvement Committee composed of one (1) Town Council representative, two (2) citizen representatives for three (3) year staggered terms, the Finance Director, and the Town Manager.

The Committee is to study proposed capital projects and improvements involving major tangible assets and projects which:

- 1) are purchased or undertaken at intervals of not less than five years;
- 2) have a useful life of at least five years; and

3) cost over \$25,000.

The Town Manager, and any applicable boards and committees, including the Council will provide information concerning all anticipated projects requiring June Election voter action during the ensuing five years. The Committee will establish the deadline and form in which information must be provided.

The Committee is to consider the relative need, impact, timing and cost of these expenditures and the effect each will have on the financial position of the town. No appropriation may be voted for a capital improvement unless the proposed capital improvement is considered in the Committee's report, or the Committee first submitted a report to the Town Council explaining the omission.

The Committee will prepare an annual report recommending a Capital Improvement Budget for the next fiscal year, and a Capital Improvement Program including recommended capital improvements for the following four fiscal years. The report is submitted to the Town Council for its consideration and approval. Upon approval, the Town Council will submit the Capital Improvement Program to the Town Manager as required by the Charter. The Town Manager will incorporate the Capital Improvement Budget into the proposed operating budget for the ensuing fiscal year.

The Committee's report and the Council's recommended Capital Budget is to be published and made available in a manner consistent with budget materials distribution. The Committee submits its original report with the Town Clerk.

PLANNING SCHEDULE

Timetable	Action
Oct – Nov	Status of Previously Approved Projects CIP Committee reviews status of previously approved projects.
Nov – Jan	Solicitation, Compilation and Evaluation of Project Requests Department Managers prepare and submit project requests.
Dec - Jan	Town's Financial Capacity Town Manager prepares financial analysis. Financing Plan Town Manager assembles project list and supporting data; Reserve and depreciation account requests to CIP Committee with preliminary funding source recommendations.
Jan – Feb	Project Prioritization CIP Committee reviews and ranks requests. Capital Improvements Program Development CIP Committee prepares five-year schedule of projects and makes recommendations on method of financing based upon financial analysis.
Feb	Capital Improvement Program Presentation and Approval CIP Committee presents Capital Budget and Capital Program to the Town Council. Council reviews CIP and holds public hearing. Council approves prepared CIP, as may be adjusted/amended. Approved projects scheduled for upcoming year are submitted to the Town Manager for incorporation into budget. Council reviews Capital Budget and prepares recommendation for June Election Warrants.
Jun	Election Voter approval of upcoming year's capital budget warrants and review of capital plan, followed by department head preparation for acquisition and development activities on July.

CAPITAL IMPROVEMENT POLICIES

- The town will make all capital improvements in accordance with an adopted capital improvement program, except as may be necessary under the emergency provisions of the town charter.
- The town will develop and enact an annual capital budget based on the multi-year capital improvement program.
- The town will maintain all its assets at a level adequate to protect the town's capital investment and to minimize future maintenance and replacement costs.
- The town will plan for environmental factors and variations, such as sea level rise and other impacting climate changes, and invest responsibly in infrastructure and infrastructure modifications to ensure the resiliency of the community, public operations, municipal assets.
- The town will determine the most advantageous financing method for all new projects.
- The town will maintain an unassigned fund balance (unencumbered surplus) at a minimum equal to two and a half months of current fiscal year operating budget inclusive of Town and School budgets.
- The town will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to June Election Voters for approval.
- Departments will coordinate development of the capital improvement budget with development of the operating budget. Future operating, repair and maintenance costs associated with new capital improvements will be projected and included in operating budget forecasts.
- Departments will project equipment replacement and maintenance needs of \$5,000 or more for the next several years and will update this projection each year. From this projection, a schedule will be developed to establish/maintain budget capital improvement reserve accounts for replacement of fixed assets between \$5,000 and \$25,000 in original cost.
- Departments will address annual operating, repair and maintenance (R&M), and material acquisition/replacement costs less than \$5,000 in operating budgets.
- The town will establish/maintain asset depreciation accounts in the capital improvement program.
- The fund established for cable franchise fees shall be utilized to defray the capital and operating cost of providing public, education, and government access through local broadcast and streaming of local proceedings, meetings, events, and programs of interest to the community. The fund balance shall not exceed \$200,000 at the close of each fiscal year. When the fund balance does exceed \$200,000, the excess funds may be transferred to capital holding accounts or capital reserve accounts. The Town Manager will recommend fund transfers to the Town Council in accordance with Charter and Town Ordinance.

DEBT POLICIES

- The town will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues and/or reserves.
- When the town finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.

- The town annual capital budget and debt service appropriation will not exceed 15 percent of the total combined Town, School and Sewer operating budget.
- Total annual tax-revenue-supported-debt service will not exceed 8 percent of the approved annual combined Town and School budget.
- Total general-obligation debt will not exceed 2.5 percent of total property valuation, excepting as provided in state statutes.
- Total annual sewer revenue supported debt service for general or revenue obligation debt will be as approved by Town Council.
- Where possible, the town will use special assessment, revenues or other bonds, instead of general obligation bonds.
- The town will not use long-term debt for annual operations.
- The town will maintain regulatory communications with bond rating agencies about its financial condition.
- The town will follow a policy of full disclosure on every financial report and bond prospectus.

FIXED ASSET POLICIES

All assets meeting the definition of a fixed asset or intangible asset are to be considered an inventoried long-term asset and recorded in the town's fixed asset inventory system. Each department is responsible to account for all long-term assets under its jurisdiction. Such assets must be systematically and accurately recorded; properly classified; and adequately documented in their department's asset inventory system. All Departments will establish an internal control structure over long-term assets that provide reasonable assurance of effective and efficient operations, reliable financial reporting and compliance with applicable laws and regulations.

Asset Valuation

Departments will record long-term assets at historic cost or, if the cost is not readily determined, at estimated historic cost. Cost includes applicable ancillary costs. All costs must be documented, including methods and sources used to establish any estimated costs.

Asset Classification

Long-term assets are categorized into the following classes:

- Machinery & Equipment,
- Real Property,
- Infrastructure,
- Technology, or
- Construction in Progress.

These categories are used for reporting cost and depreciation (or amortization) amounts.

Capitalization

For Inventory, Financial Reporting and Depreciation Purposes

All long-term assets with a cost equal to or greater than \$5,000 and a useful life of greater than five years.

Construction in Progress Capitalization:

A construction in progress asset reflects the cost of construction work undertaken, but not yet completed (frequently capital budget items). For construction in progress assets, no depreciation is recorded until the asset is placed in service.

When construction is completed, the asset should be reclassified, capitalized and depreciated.

Depreciation/Amortization for Long-Term Assets

All long-term assets (except for land, certain land improvements, and building in progress) identified in the capitalization policy, will be depreciated/amortized. The Town Manager will be responsible for calculating depreciation/amortization.

Retention

For each long-term asset recorded in the town's asset inventory system, evidential information to support estimated actual costs will be kept permanently and maintained until the asset is disposed of. If the asset is disposed of during a fiscal year, documentation should be maintained until June 30 of that year for audit purposes.

Annual Physical Inventory

All departments will complete a physical inventory of their long-term assets annually. Long-term assets greater than \$5,000 and with a useful life of five or more years are to be included in the annual physical inventory conducted.

Internal Controls

All departments will establish internal controls over long-term assets that provide reasonable assurance of effective and efficient operations, reliable financial reporting and compliance with applicable laws and regulations. The major objective of the internal control over long-term assets is accountability.

Departments will have procedures in place so that assets are adequately safeguarded from loss or theft.

Departments will establish and update their schedule of useful life for each asset or category of asset maintained by the department. The useful life will be determined using published guidelines from professional organizations and industries, available information for similar assets used by comparable government agencies, and internal information based on experience.

PROCESS SUMMARY

Inventory of Existing Facilities

The Town Manager will provide a complete inventory of all town and school properties and assets. The inventory should include the year the asset was placed in service, assigned department as applicable, current condition, anticipated useful life, remaining useful life, and scheduled date for replacement.

Status of Previously Approved Projects

The Town Manager will provide a status of previously approved projects. The update will include for each active project or account; the total available funding, spent year to date, projected remaining cost and

highlighted anticipated overages, and anticipated completion date. Projects or accounts with unspent funds not needed for the approved project should be identified for release or reallocation.

Solicitation, Compilation, and Evaluation of Project Requests

The CIP Committee will solicit departmental recommendations for CIP projects. Each department submits requests which include a clear statement of the need and justification for the project, its costs, its net effect on the operating budget, and an implementation schedule. The Committee then evaluates each request by reviewing the project information provided and meeting with the requesting department head, if necessary.

Based on its review, the Committee should summarize its findings in preparation for establishing the Capital Improvement Program.

Town's Financial Capacity

With the assistance of the Town Manager and the Finance Director, the Committee should analyze the town's ability to afford major expenditures. This analysis should examine recent and anticipated trends in revenues, expenditures, debt and unfunded liabilities such as pension costs. The analysis should be included with the Committee's presentation of the capital budget and program to the Council.

This financial analysis will permit the scheduling of funding sources for capital improvements to:

- Keep the tax rate stable
- Balance debt service and operating expenditures
- Determine available debt capacity and acceptable debt service levels
- Maximize intergovernmental aid for capital expenditures

Project Prioritization

Proposed projects are ranked in priority as objectively as possible. This is perhaps the most difficult aspect of the Committee's duties, although the adoption by the Town Council of Capital Improvement Budget Policies and Debt Policies can provide helpful guidance.

The Committee should review each project utilizing a consistent set of criteria. The Committee should evaluate each project in relation to other projects and determine their relative importance. This will permit the Committee to establish project priorities based on both the community's goals and objective analysis.

Capital Improvement Program Financing Plan

Based upon the adopted debt and CIP policies and the assessment of the town's financial capacity, the Committee will recommend the method of financing each project. There are several ways to finance capital improvement projects. Some of the most common long and short-term financing options are:

Long-Term Financing:

1. General obligation bonds and, for municipal utility improvements only, revenue bonds.
2. State and federal loans and grants.
3. Setting aside money in the capital holding account to pay for all or a portion of a capital project.

Short-Term Financing and other Service Provision options:

1. Appropriation of current revenue or reserves such as free cash.

2. Short-term debt such as bond anticipation notes and grant anticipation notes.
3. Capital outlay expenditure exclusions
4. Contracting/leasing provisions authorized by ordinance and Maine General Laws.

NOTE: The Town may enter into a multi-year contract for any period of time which services the best interest of the town; however, payment and performance obligations for succeeding fiscal years is dependent on the availability and appropriation of funds.

Capital Improvement Program Recommendation

Detailed Project Descriptions are prepared by the CIP Committee to reflect its final recommendation on each specific project. It presents all that is known about each project in a manner that is conducive to discussion and decision.

The CIP Committee's completed report should be presented to the Town Council for review and adoption. The report will include a summary of the CIP Committee's recommendations for the upcoming year's Capital Budget and the following years' Capital Program as well as its analysis of the town's fiscal capacity.

The Town Council will hold its own public hearing to present the CIP and solicit further citizen comment. The CIP hearing can be incorporated into the regular budget hearing.

The entire CIP will also be presented at the public hearing held by the Council. This will demonstrate to the community that the Capital Budget is part of a long-range plan to upgrade and maintain the town's infrastructure.

The voter's adoption of capital warrants at the June election informs the balance of the community of the commitment to plan for and fund the acquisition and/or development of capital improvements and/or acquisitions.

Monitoring Approved Projects

Once the June Election voters have approved the Capital Warrants and the fiscal year begins, departments are authorized to begin project implementation. Periodic reports by the Town Manager to the Council should indicate changes in the targeted completion dates, identify serious problems, and document the financial status of each project. Those reports may be based on project updates provided by the responsible departments.

Capital Improvement Program Updates

Subsequent annual updating of the Capital Program involves repeating the process to reflect new information, policies and proposed projects. The CIP Committee will review the policies and revise the entire CIP as necessary to reflect its most recent determination of the need and goals of the Town. After the first year has been budgeted, one year is added to the Capital Program and the remainder of the plan updated. This completes the CIP process.

CAPITAL PROJECT REQUESTS SUMMARY

CAP YEAR	FUND TYPE	FUND TYPE	FUND CODE	DEPT	Project Name	TYPE	FY22 Approved	FY21 Year-End Transfers	Balance as of 12/31/2021	FY23 Plan	FY24 Plan	FY25 Plan	FY26 Plan	FY27 Plan	5 YR Totals
CAPITAL HOLDING ACCOUNTS															
	HLDG	CP	4002	DPW	Right of Way Reserve	Infrastructure	\$ 500,000		\$ 279,274	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,000,000
	HLDG	CP	4013	FD	Fire Apparatus & Vehicle Reserve	Vehicles & Equip	93,000		288,591	-	50,000	75,000	200,000	250,000	575,000
	HLDG	CP	2057	GG	Open Space Reserve	Land Improv	-		-	-	-	-	-	-	-
	HLDG	CP	4027	GG	Municipal Facility Reserve	Buildings	35,000		226,509	50,000	75,000	125,000	150,000	100,000	500,000
CAPITAL HOLDING ACCOUNTS TOTAL							\$ 628,000	\$ -	794,375	\$ 650,000	\$ 725,000	\$ 800,000	\$ 950,000	\$ 950,000	\$ 4,075,000
CAPITAL RESERVE ACCOUNTS															
	RES	CP	4012	DPW	DPW Vehicles & Equipment Reserve	Vehicles & Equip	\$ 475,000		\$ 431,520	\$ 340,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,740,000
	RES	CP	4017	DPW	MS4 Compliance Reserve	Infrastructure	25,000		14,070	40,000	40,000	40,000	40,000	40,000	200,000
	RES	CP	4043	DPW	Parks Reserve	Land Improv	10,000		29,015	20,000	20,000	20,000	20,000	20,000	100,000
	RES	CP	SCH	ED	School Facility Reserve	Buildings	50,000		Moved to School Budget						
	RES	CP	SCH	ED	School Vehicle Reserve	Vehicles & Equip	-								
	RES	CP	SCH	ED	School Equipment Reserve	Vehicles & Equip	20,000								
	RES	CP	SCH	ED	School Technology Reserve	Technology	40,000								
	RES	CP	4056	FD	Fire Equipment Reserve	Vehicles & Equip	40,400		229,863	60,400	60,400	60,400	60,400	60,400	302,000
	RES	CP	4020	TM	Municipal Technology Reserve	Technology	63,000		100,266	70,000	70,000	70,000	70,000	70,000	350,000
	RES	CP	4011	KCC	KCC Vehicle Reserve	Vehicles & Equip	-		23,050	-	-	-	-	-	-
	RES	CP	4019	KCC	KCC Equipment Reserve	Vehicles & Equip	30,000		34,688	30,000	30,000	35,000	35,000	45,000	175,000
	RES	CP	4051	KCC	KCC Facility Reserve	Buildings	30,000		28,407	25,000	25,000	25,000	25,000	50,000	150,000
	RES	CP	4018	KPA	KPA Boat Reserve	Vehicles & Equip	-		8,706	-	150,000	10,000	10,000	15,000	185,000
	RES	CP	4055	KPA	KPA Equipment Reserve	Vehicles & Equip	13,500		63,040	3,500	25,000	25,000	30,000	30,000	113,500
	RES	CP	4116	KPA	KPA Facility Reserve	Infrastructure	8,500		8,891	8,500	15,000	15,000	15,000	15,000	68,500
	RES	CP	4022	PD	Police Vehicle Reserve	Vehicles & Equip	112,000		174,801	140,000	130,000	165,000	165,000	165,000	765,000
	RES	CP	4129	PD	Police Equipment Reserve	Vehicles & Equip	10,000		10,000	10,000	35,000	35,000	35,000	15,000	130,000
	RES	CP	4100	FD	Fire Facility Reserve	Buildings	23,500		37,319	-	25,000	25,000	25,000	25,000	100,000
	RES	CP	4026	GG	Town Hall Records Preservation	Regulatory	10,000		3,510	12,000	12,000	12,000	12,000	-	48,000
CAPITAL RESERVE ACCOUNTS TOTAL							\$ 960,900		\$ 1,197,146	\$ 759,400	\$ 987,400	\$ 887,400	\$ 892,400	\$ 900,400	\$ 4,427,000
CAPITAL PROJECTS															
2019	PRJ	CP	4060	GG	Rice Rehab and Expansion Design	Buildings	-		2,344,396	-	-	-	-	-	-
2019	PRJ	CP	4123	GG	LED Lighting Conversion	Infrastructure	-		36,639	75,000	95,000	-	-	-	170,000
2018	PRJ	CP	2094	DPW	Emery Field Phase 2	Infrastructure	-		370,745	-	-	-	-	-	-
NEW	PRJ	CP	NEW	DPW	Fort Foster Invasive Plant Management	Land Improv	-		-	37,000	24,000	24,000	24,000	24,000	133,000
2022	PRJ	CP	4128	GG	Climate Action Plan	Infrastructure	-	65,000	-	-	-	-	-	-	-
2023	PRJ	CP	NEW	TM	Memorial Field Assessment	Infrastructure	-	-	-	30,000	-	-	-	-	30,000
NEW	PRJ	CP	NEW	DPW	Bike/Ped Master Plan	Infrastructure	-	100,000	100,000	-	50,000	50,000	50,000	50,000	200,000
CAPITAL PROJECTS TOTAL							\$ -	\$ 165,000	\$ 2,851,780	\$ 142,000	\$ 169,000	\$ 74,000	\$ 74,000	\$ 74,000	\$ 533,000
TOTAL ALL CAPITAL															
							\$ 1,588,900		4,843,301	\$ 1,551,400	\$ 1,881,400	\$ 1,761,400	\$ 1,916,400	\$ 1,924,400	\$ 9,035,000
										\$ (37,500)	\$ 330,000	\$ (120,000)	\$ 155,000	\$ 8,000	
							\$ (35,000)			\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (175,000)
TOTAL ALL CAPITAL ADJUSTED							\$ 1,553,900		\$ 4,843,301	\$ 1,516,400	\$ 1,846,400	\$ 1,726,400	\$ 1,881,400	\$ 1,889,400	\$ 8,860,000
							\$ 133,400				\$ 330,000	\$ (120,000)	\$ 155,000	\$ 8,000	

YEAR	CAP TYPE	FUND TYPE	FUND CODE	DEPT	Project Name	TYPE	FY22 Approved	FY21 Year-End Transfers	Balance as of 12/31/2021	FY23 Plan	FY24 Plan	FY25 Plan	FY26 Plan	FY27 Plan	5 YR Totals
DEBT SERVICE															
2016	TWN	DEBT		FD	Fire Stations (refinanced 2006 Bonds)	Buildings	\$ 127,800			\$ 125,500	\$ 118,250	\$ 116,050	\$ 113,713	\$ 111,238	\$ 584,751
2010	TWN	DEBT		DPW	Public Works Department	Buildings	21,974			21,058	20,313	19,825	19,338	18,850	\$ 99,384
2012	TWN	DEBT			Community Center	Buildings	352,275			346,775	341,275	335,088	328,900	322,025	\$ 1,674,063
2014	TWN	DEBT		KLT	KLT Rustlewood	Other	10,315			10,315	10,315	10,315	10,315	10,315	\$ 51,575
2016	TWN	DEBT		KLT	KLT Braveboat	Other	18,090			18,090	18,090	18,090	18,089	18,089	\$ 90,448
2016	TWN	DEBT		DPW	Road Improvements	Infrastructure	141,700			139,100	136,500	133,900	131,300	-	\$ 540,800
2016	TWN	DEBT		KCC	Community Center Annex	Buildings	103,550			101,650	99,750	97,850	95,950	-	\$ 395,200
2021	TWN	DEBT	NEW	GG	Rice Proposed Expansion/Renovation ¹	Buildings	353,133			337,230	330,030	322,830	315,630	308,430	\$ 1,614,150
2013	SCH	DEBT		SCH	Mitchell School (refinanced 2002 bonds)	Buildings	216,300			212,100	-	-	-	-	\$ 212,100
2010	SCH	DEBT		SCH	Mitchell & Shapleigh	Buildings	417,497			400,093	385,938	376,675	367,413	358,150	\$ 1,888,269
2016	SCH	DEBT		SCH	School Various	Buildings	87,200			85,600	84,000	82,400	80,800	-	\$ 332,800
TOTAL DEBT SERVICE							\$ 1,849,834		\$ -	\$ 1,797,511	\$ 1,544,461	\$ 1,513,023	\$ 1,481,448	\$ 1,147,097	\$ 7,483,540
Total Town and School Debt Service Increase(Decrease)									\$ (52,323)	\$ (253,050)	\$ (31,438)	\$ (31,575)	\$ (31,575)	\$ (334,351)	
TOTAL CAPTIAL + DEBT							\$ 3,403,734		\$ 3,313,911	\$ 3,390,861	\$ 3,239,423	\$ 3,239,423	\$ 3,362,848	\$ 3,036,497	\$ 16,343,540
VARIANCE FROM PRIOR YEAR							\$ 48,729		\$ (89,823)	\$ 76,950	\$ (151,438)	\$ (151,438)	\$ 123,425	\$ (326,351)	
SEWER DEBT							\$ 764,270		\$ 763,738	\$ 691,937	\$ 865,858	\$ 865,858	\$ 865,858	\$ 865,859	\$ 4,053,250

Notes:

POLICY	FY22	FY23
FY2022 Combined Town & School Operating Budget	\$ 35,094,422	
FY2022 Combined Town, School and Sewer Operating Budget	\$ 37,615,160	
Capital as a % of Combined Budget (Town and School)		4.42%
Capital & Debt as a % of Combined Budget (Town and School)		9.44%
Debt as a % of Combined Budget (Town and School)	Policy: 8%	5.12%
Capital & Debt as a % of Combined Budget (Town, School & Sewer)	Policy: 15%	10.84%
Unassigned Reserve Fund Requirement - Policy: 2.5 Months (Town & School)	\$ 7,311,338	
Unassigned Fund Balance as of 6/30/2021	\$ 8,131,323	FINAL AUDIT - Town Only
Surplus/(Deficit) Unassigned Reserve Fund:	\$819,985	

DETAILED CAPITAL PROJECT REQUESTS

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4002):



Date:	December 15, 2021	Dept. Priority (1 of 3, etc.):	1
Department:	Kittery Public Works	Est. Funding Request:	\$ 600,000
Project Title:	Right of Way Reserve	Est. Useful Life (Years):	Varies
Contact:	David Rich		
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project		

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

The Right of Way Reserve supports maintenance, repair, addition, and replacement of 65 miles of roadway, over 12 miles of sidewalk, guardrails, signalized intersections, and drainage infrastructure. The pavement management plan is developed using engineering standards and identifies which roads the Town should focus on each year to get the greatest value for dollars spent. Additional funds are allocated for the sidewalks, intersections, and underground infrastructure associated with these road miles. In FY22 the Town completed its updated pavement condition assessment and updated the Pavement Management program accordingly. Additionally, MDOT has agreed to assume responsibility for repaving Rte 236 and Rte 1 Mall Road. The escalation factor has been increased to reflect present cost trends.



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☒ No ☐

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ 175,000 Comments: State Compact Funds (for state roads only), Highway grants
 Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project:
 What Planning Has Been Done for Project? Pavement Management Plan and condition study
 Is Funding Necessary for Further Plans/Estimating?
 Can the Project be Phased? If yes, expenditure by year

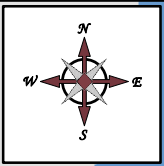
FY23	FY24	FY25	FY26	FY27	Total
\$ 600,000	\$ 600,000	\$600,000	\$600,000	\$ 600,000	\$3,000,000

Please Provide and/or Attach Additional Project Details

Town of Kittery, Maine

Pavement Management Program

Proposed Repair by Fiscal Year

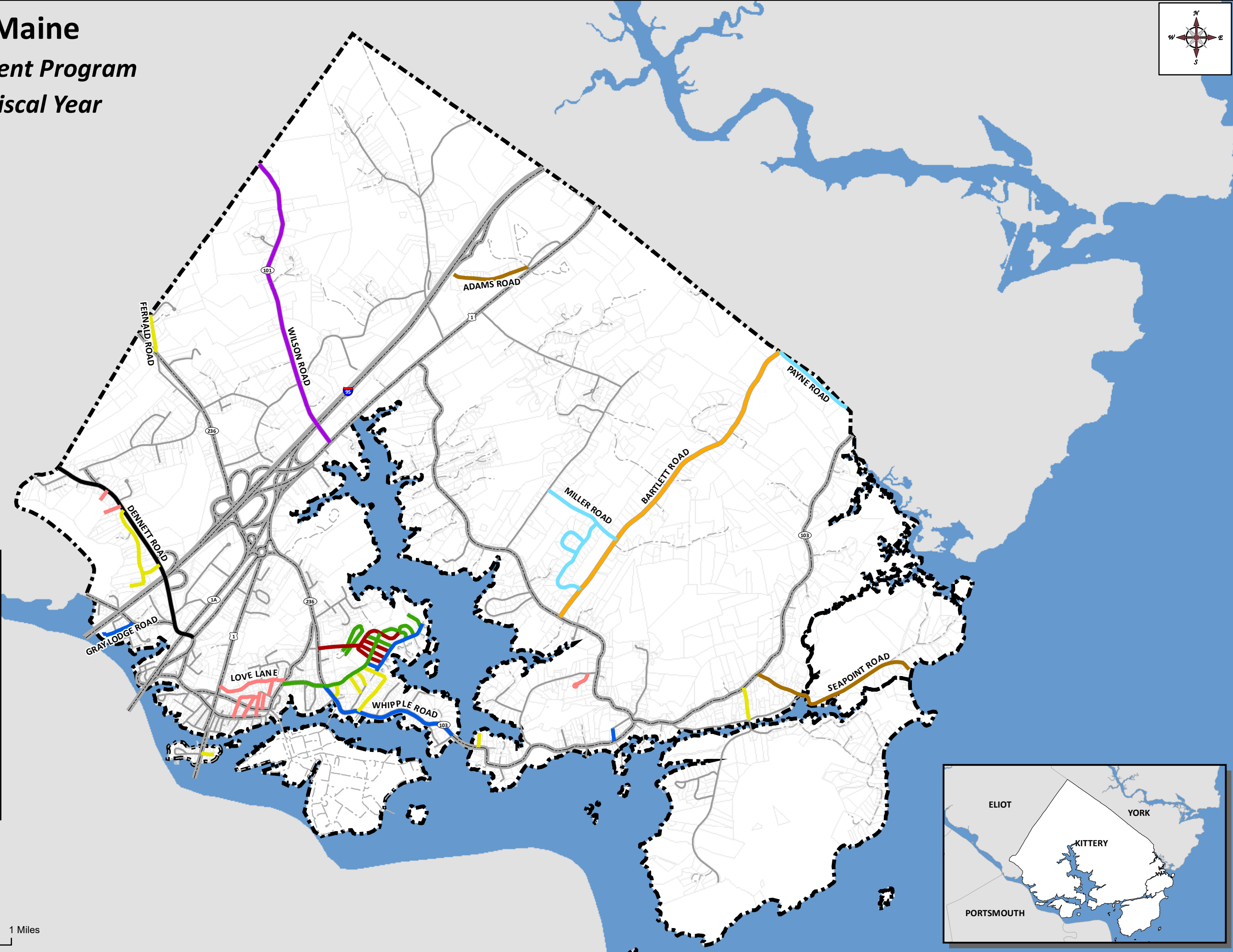


Proposed Repair Fiscal Year

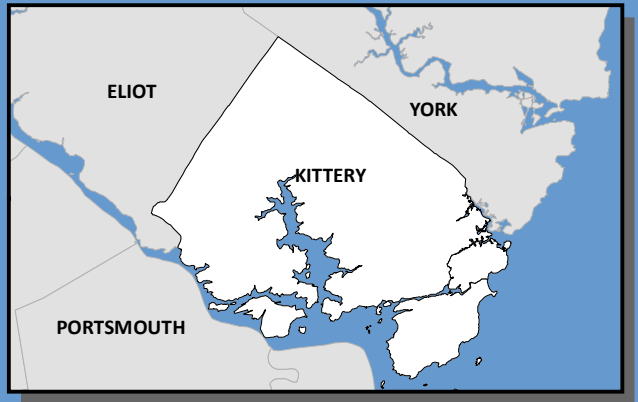
- FY23
- FY24
- FY25
- FY26
- FY27
- FY28
- FY29
- FY30
- FY31
- FY32

Roadway Status

- Town
- State/State Aid
- Other (Private, Driveway, etc)



DRAFT
Issue Date: December 14, 2021
This Map is Intended for Planning Purposes Only



Town of Kittery, Maine
Pavement Management Plan

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY23	Local	COLE STREET	COLE ST-01	MANSON AVE	WOODLAWN AVE	Accepted	0.12	1925.51	45.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$26,957	\$0	\$0	\$0	\$0	\$26,957
FY23	Local	COLE STREET	COLE ST-02	WOODLAWN AVE	PHILBRICK AVE	Accepted	0.08	1365.41	49.26	1/2" Shim & 1 1/2" Overlay	\$14.00	\$19,116	\$0	\$0	\$0	\$0	\$19,116
																	\$46,073
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY23	Local	DISMUKES STREET	DISMUKES ST-01	MANSON AVE	WOODLAWN AVE	Accepted	0.09	1134.65	47.74	1/2" Shim & 1 1/2" Overlay	\$14.00	\$15,885	\$0	\$0	\$0	\$0	\$15,885
FY23	Local	DISMUKES STREET	DISMUKES ST-02	WOODLAWN AVE	PHILBRICK AVE	Accepted	0.09	1164.50	41.25	1/2" Shim & 1 1/2" Overlay	\$14.00	\$16,303	\$0	\$0	\$0	\$0	\$16,303
																	\$32,188
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY23	Local	GOODRICH STREET	GOODRICH ST-01	PHILBRICK AVE	WOODLAWN AVE	Accepted	0.10	1631.18	56.38	1/2" Shim & 1 1/2" Overlay	\$14.00	\$22,837	\$0	\$0	\$0	\$0	\$22,837
FY23	Local	GOODRICH STREET	GOODRICH ST-02	WOODLAWN AVE	MASON AVE	Accepted	0.08	1301.46	36.43	1/2" Shim & 1 1/2" Overlay	\$14.00	\$18,220	\$0	\$0	\$0	\$0	\$18,220
																	\$41,057
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY23	Local	MANSON AVENUE	MANSON AVE-01	MEAD ST	MACDOUGAL ST	Accepted	0.15	2561.57	60.56	1/2" Shim & 1 1/2" Overlay	\$14.00	\$35,862	\$0	\$0	\$0	\$0	\$35,862
FY23	Local	MANSON AVENUE	MANSON AVE-02	MACDOUGAL ST	HALSTEAD ST	Accepted	0.10	1750.57	38.64	1/2" Shim & 1 1/2" Overlay	\$14.00	\$24,508	\$0	\$0	\$0	\$0	\$24,508
FY23	Local	MANSON AVENUE	MANSON AVE-03	HALSTEAD ST	GOODRICH ST	Accepted	0.04	645.80	73.77	1/2" Shim & 1 1/2" Overlay	\$14.00	\$9,041	\$0	\$0	\$0	\$0	\$9,041
FY23	Local	MANSON AVENUE	MANSON AVE-04	GOODRICH ST	DISMUKES ST	Accepted	0.04	690.30	77.8	1/2" Shim & 1 1/2" Overlay	\$14.00	\$9,664	\$0	\$0	\$0	\$0	\$9,664
FY23	Local	MANSON AVENUE	MANSON AVE-05	DISMUKES ST	CROMWELL ST	Accepted	0.05	914.86	36.5	1/2" Shim & 1 1/2" Overlay	\$14.00	\$12,808	\$0	\$0	\$0	\$0	\$12,808
FY23	Local	MANSON AVENUE	MANSON AVE-06	CROMWELL ST	BOUSH ST	Accepted	0.03	494.71	39.5	1/2" Shim & 1 1/2" Overlay	\$14.00	\$6,926	\$0	\$0	\$0	\$0	\$6,926
FY23	Local	MANSON AVENUE	MANSON AVE-07	BOUSH ST	RT 236	Accepted	0.19	3259.60	38.35	1/2" Shim & 1 1/2" Overlay	\$14.00	\$45,634	\$0	\$0	\$0	\$0	\$45,634
																	\$144,444
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY23	Local	ROUTE 1 DRAINAGE/MISC.	ROUTE 1 DRAINAGE/MISC.	RT 95 RAMP	LEWIS RD	State Aid	1.43	43592.62		Drainage/Misc	\$0.00	\$0	\$0	\$0	\$250,000	\$0	\$350,000
																	FY23 Total \$613,762
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	BRIDGE VIEW TERRACE	BRIDGE VIEW TER	GRAY LODGE RF	DEAD END	Accepted	0.03	180.22	61.76	1" Shim	\$6.50	\$1,171	\$0	\$0	\$0	\$0	\$1,171
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-01	RT 103	WALKER AVE	Accepted	0.02	319.41	46	1" Shim	\$6.50	\$2,076	\$0	\$0	\$0	\$0	\$2,076
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-02	WALKER AVE	HARRIS AVE	Accepted	0.10	1230.72	68.86	1" Shim	\$6.50	\$8,000	\$0	\$0	\$0	\$0	\$8,000
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-03	HARRIS AVE	BRIDGEVIEW TER	Accepted	0.07	925.61	66.13	1" Shim	\$6.50	\$6,016	\$0	\$0	\$0	\$0	\$6,016
																	\$16,092
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	SCHOOL LANE	SCHOOL LN-01	RT 103	SCHOOL ENT.	Accepted	0.08	479.51	46.93	1" Shim	\$6.50	\$3,117	\$0	\$0	\$0	\$0	\$3,117
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	BICKNELL STREET	BICKNELL ST-01	WOODLAWN AVE	PHILBRICK AVE	Accepted	0.08	1335.74	60.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$18,700	\$0	\$0	\$0	\$0	\$18,700
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-01	WILNER ST	PHELPS ST	Accepted	0.03	365.61	69.33	1/2" Shim & 1 1/2" Overlay	\$14.00	\$5,119	\$0	\$0	\$0	\$0	\$5,119
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-02	PHELPS ST	WATTS ST	Accepted	0.04	501.33	70.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$7,019	\$0	\$0	\$0	\$0	\$7,019
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-03	WATTS ST	MOORE ST	Accepted	0.04	531.34	65	1/2" Shim & 1 1/2" Overlay	\$14.00	\$7,439	\$0	\$0	\$0	\$0	\$7,439
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-04	MOORE ST	MEAD ST	Accepted	0.06	783.12	62.89	1/2" Shim & 1 1/2" Overlay	\$14.00	\$10,964	\$0	\$0	\$0	\$0	\$10,964
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-05	MEAD ST	HALSTEAD ST	Accepted	0.10	1368.69	67.69	1/2" Shim & 1 1/2" Overlay	\$14.00	\$19,162	\$0	\$0	\$0	\$0	\$19,162
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-06	HALSTEAD ST	GOODRICH ST	Accepted	0.04	531.58	58.1	1/2" Shim & 1 1/2" Overlay	\$14.00	\$7,442	\$0	\$0	\$0	\$0	\$7,442
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-07	GOODRICH ST	DISMUKES ST	Accepted	0.05	682.61	48.07	1/2" Shim & 1 1/2" Overlay	\$14.00	\$9,557	\$0	\$0	\$0	\$0	\$9,557
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-08	DISMUKES ST	COLE ST	Accepted	0.03	491.46	66	1/2" Shim & 1 1/2" Overlay	\$14.00	\$6,880	\$0	\$0	\$0	\$0	\$6,880
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-09	COLE ST	BICKNELL ST	Accepted	0.04	592.70	58.6	1/2" Shim & 1 1/2" Overlay	\$14.00	\$8,298	\$0	\$0	\$0	\$0	\$8,298
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-10	BICKNELL ST	WAINWRIGHT AVE	Accepted	0.03	478.45	64.88	1/2" Shim & 1 1/2" Overlay	\$14.00	\$6,698	\$0	\$0	\$0	\$0	\$6,698
																	\$88,576
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-04	SHAPELEIGH RD RT 236	FRIEND ST	State Aid	0.10	1968.90	56.79	1/2" Shim & 1 1/2" Overlay	\$14.00	\$27,565	\$0	\$0	\$0	\$0	\$27,565
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-05	FRIEND ST	WYMAN AVE	State Aid	0.05	1033.51	55.09	1/2" Shim & 1 1/2" Overlay	\$14.00	\$14,469	\$0	\$0	\$0	\$0	\$14,469
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-06	WYMAN AVE	PHILBRICK RD	State Aid	0.10	2092.43	41.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$29,294	\$0	\$0	\$0	\$0	\$29,294
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-07	PHILBRICK RD	WYMAN AVE	State Aid	0.05	997.12	59.04	1/2" Shim & 1 1/2" Overlay	\$14.00	\$13,960	\$0	\$0	\$0	\$0	\$13,960
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-08	WYMAN AVE	TILTON AVE	State Aid	0.12	2342.99	57.75	1/2" Shim & 1 1/2" Overlay	\$14.00	\$32,802	\$0	\$0	\$0	\$0	\$32,802
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-09	TILTON AVE	NEWSON AVE	State Aid	0.20	3954.86	63.33	1/2" Shim & 1 1/2" Overlay	\$14.00	\$55,368	\$0	\$0	\$0	\$0	\$55,368
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-10	NEWSON AVE	OLD FERRY LN	State Aid	0.15	2965.48	56.41	1/2" Shim & 1 1/2" Overlay	\$14.00	\$41,517	\$0	\$0	\$0	\$0	\$41,517
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-11	OLD FERRY LN	TUDOR DR	State Aid	0.09	1779.09	41.63	1/2" Shim & 1 1/2" Overlay	\$14.00	\$24,907	\$0	\$0	\$0	\$0	\$24,907
FY24	Local	WHIPPLE ROAD	WHIPPLE RD-12	TUDOR DR	BOWEN RD	State Aid	0.11	2198.07	46.68	1/2" Shim & 1 1/2" Overlay	\$14.00	\$30,773	\$0	\$0	\$0	\$0	\$30,773
																	\$270,654
																	FY24 Total \$398,312
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	BOUSH STREET	BOUSH ST-01	MANSON AVE	COASTAL WOODS CIR	Accepted	0.05	860.51	67.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$12,047	\$0	\$0	\$0	\$0	\$12,047
FY25	Local	BOUSH STREET	BOUSH ST-02	MANSON AVE	CROMWELL ST	Accepted	0.17	2030.16	50.17	1/2" Shim & 1 1/2" Overlay	\$14.00	\$28,422	\$0	\$0	\$0	\$0	\$28,422
																	\$40,469
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	CROMWELL STREET	CROMWELL ST-01	COASTAL WOODS CIR	MANSON AVE	Accepted	0.07	933.06	53.9	1/2" Shim & 1 1/2" Overlay	\$14.00	\$13,063	\$0	\$0	\$0	\$0	\$13,063
FY25	Local	CROMWELL STREET	CROMWELL ST-02	MANSON AVE	BOUSH ST	Accepted	0.14	1591.23	46	1/2" Shim & 1 1/2" Overlay	\$14.00	\$22,277	\$0	\$0	\$0	\$0	\$22,277
																	\$35,340
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	HALSTEAD STREET	HALSTEAD ST-01	MANSON AVE	WOODLAWN AVE	Accepted	0.07	865.17	66.13	1/2" Shim & 1 1/2" Overlay	\$14.00	\$12,112	\$0	\$0	\$0	\$0	\$12,112
FY25	Local	HALSTEAD STREET	HALSTEAD ST-02	WOODLAWN AVE	PHILBRICK AVE	Accepted	0.11	1241.39	61.52	1/2" Shim & 1 1/2" Overlay	\$14.00	\$17,379	\$0	\$0	\$0	\$0	\$17,379
																	\$29,492
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	MACDOUGAL STREET	MACDOUGAL ST	MOORE ST	MANSON AVE	Accepted	0.13	2236.04	46.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$31,305	\$0	\$0	\$0	\$0	\$31,305
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	MEAD STREET	MEAD ST	PHILBRICK AVE	MOORE ST	Accepted	0.08	1370.16	52.98	1/2" Shim & 1 1/2" Overlay	\$14.00	\$19,182	\$0	\$0	\$0	\$0	\$19,182
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	MOORE STREET	MOORE ST-01	MEAD ST	PHILBRICK AVE	Accepted	0.16	2740.05	50.52	1/2" Shim & 1 1/2" Overlay	\$14.00	\$38,361	\$0	\$0	\$0	\$0	\$38,361
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	PHELPS STREET	PHELPS ST	PHILBRICK AVE	CUL DE SAC	Accepted	0.12	1434.55	55.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$20,084	\$0	\$0	\$0	\$0	\$20,084

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	WHIPPLE ROAD	WHIPPLE RD-01	WENTWORTH ST RT 103	WILLIAMS AVE	State Aid	0.14	2784.80	63.37	1/2" Shim & 1 1/2" Overlay	\$14.00	\$38,987	\$0	\$0	\$0	\$0	\$38,987
FY25	Local	WHIPPLE ROAD	WHIPPLE RD-02	WILLIAMS AVE	WILLIAMS AVE	State Aid	0.07	1376.01	62.11	1/2" Shim & 1 1/2" Overlay	\$14.00	\$19,264	\$0	\$0	\$0	\$0	\$19,264
FY25	Local	WHIPPLE ROAD	WHIPPLE RD-03	WILLIAMS AVE	SHAPELEIGH RD RT 236	State Aid	0.06	1213.34	58.82	1/2" Shim & 1 1/2" Overlay	\$14.00	\$16,987	\$0	\$0	\$0	\$0	\$16,987
																	\$75,238
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-01	RT 236	FRIEND ST	Accepted	0.08	1151.63	52.96	1/2" Shim & 1 1/2" Overlay	\$14.00	\$16,123	\$0	\$0	\$0	\$0	\$16,123
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-02	FRIEND ST	LEMONT LN	Accepted	0.10	1554.11	48.55	1/2" Shim & 1 1/2" Overlay	\$14.00	\$21,758	\$0	\$0	\$0	\$0	\$21,758
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-03	LEMONT LN	CROSS ST	Accepted	0.05	818.34	46.69	1/2" Shim & 1 1/2" Overlay	\$14.00	\$11,457	\$0	\$0	\$0	\$0	\$11,457
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-04	CROSS ST	WAINWRIGHT AVE	Accepted	0.05	730.07	58	1/2" Shim & 1 1/2" Overlay	\$14.00	\$10,221	\$0	\$0	\$0	\$0	\$10,221
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-05	WAINWRIGHT AVE	BICKNELL ST	Accepted	0.04	580.82	47	1/2" Shim & 1 1/2" Overlay	\$14.00	\$8,131	\$0	\$0	\$0	\$0	\$8,131
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-06	BICKNELL ST	COLE ST	Accepted	0.04	593.79	50.76	1/2" Shim & 1 1/2" Overlay	\$14.00	\$8,313	\$0	\$0	\$0	\$0	\$8,313
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-07	COLE ST	DISMUKES ST	Accepted	0.04	629.81	51.22	1/2" Shim & 1 1/2" Overlay	\$14.00	\$8,817	\$0	\$0	\$0	\$0	\$8,817
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-08	DISMUKES ST	GOODRICH ST	Accepted	0.04	658.85	51.45	1/2" Shim & 1 1/2" Overlay	\$14.00	\$9,224	\$0	\$0	\$0	\$0	\$9,224
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-09	GOODRICH ST	HALSTEAD ST	Accepted	0.04	542.23	63	1/2" Shim & 1 1/2" Overlay	\$14.00	\$7,591	\$0	\$0	\$0	\$0	\$7,591
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-10	HALSTEAD ST	MANSON AVE	Accepted	0.05	734.58	55.23	1/2" Shim & 1 1/2" Overlay	\$14.00	\$10,284	\$0	\$0	\$0	\$0	\$10,284
																	\$111,919
																FY25 Total	\$401,389
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	CROSS STREET	CROSS ST	WOODLAWN AVE	PHILBRICK RD	Accepted	0.11	1260.74	65.73	1" Shim	\$6.50	\$8,195	\$0	\$0	\$0	\$0	\$8,195
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	LEMONT LANE	LEMONT LN	WOODLAWN AVE	PHILBRICK RD	Accepted	0.13	1253.97	71.93	1" Shim	\$6.50	\$8,151	\$0	\$0	\$0	\$0	\$8,151
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	EMERY LANE	EMERY LN	OLD DENNETT RD	DEAD END	Accepted	0.13	1578.41	49.53	1/2" Shim & 1 1/2" Overlay	\$14.00	\$22,098	\$0	\$0	\$0	\$0	\$22,098
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	FERNALD ROAD	FERNALD RD-03	RT 236	EVERGREEN DR	Accepted	0.19	2401.91	72.46	1/2" Shim & 1 1/2" Overlay	\$14.00	\$33,627	\$0	\$0	\$0	\$0	\$33,627
FY26	Local	FERNALD ROAD	FERNALD RD-04	EVERGREEN DR	ELIOT TL	Accepted	0.05	692.56	72.96	1/2" Shim & 1 1/2" Overlay	\$14.00	\$9,696	\$0	\$0	\$0	\$0	\$9,696
																	\$43,322
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	FRIEND STREET	FRIEND ST-01	RT 103	KEENE CIR	Accepted	0.03	452.29	34.62	1/2" Shim & 1 1/2" Overlay	\$14.00	\$6,332	\$0	\$0	\$0	\$0	\$6,332
FY26	Local	FRIEND STREET	FRIEND ST-02	KEENE CIR	WOODLAWN AVE	Accepted	0.07	926.05	58.73	1/2" Shim & 1 1/2" Overlay	\$14.00	\$12,965	\$0	\$0	\$0	\$0	\$12,965
																	\$19,297
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	GERRISH ISLAND LANE	GERRISH ISLAND LN	RT 103	CHAUNCEY CREEK RD	Accepted	0.21	2836.98	59.72	1/2" Shim & 1 1/2" Overlay	\$14.00	\$39,718	\$0	\$0	\$0	\$0	\$39,718
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	OLD DENNETT ROAD	OLD DENNETT RD-01	DENNETT RD	SILVER LAKE DR	Accepted	0.15	1999.79	62.94	1/2" Shim & 1 1/2" Overlay	\$14.00	\$27,997	\$0	\$0	\$0	\$0	\$27,997
FY26	Local	OLD DENNETT ROAD	OLD DENNETT RD-02	SILVER LAKE DR	SPINNEY WAY	Accepted	0.29	3683.72	65.72	1/2" Shim & 1 1/2" Overlay	\$14.00	\$51,572	\$0	\$0	\$0	\$0	\$51,572
FY26	Local	OLD DENNETT ROAD	OLD DENNETT RD-03	SPINNEY WAY	EMERY LN	Accepted	0.06	797.44	67.89	1/2" Shim & 1 1/2" Overlay	\$14.00	\$11,164	\$0	\$0	\$0	\$0	\$11,164
																	\$90,733
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	SPINNEY WAY	SPINNEY WAY	DENNETT RD	OLD DENNETT RD	Accepted	0.12	1653.40	76.52	1/2" Shim & 1 1/2" Overlay	\$14.00	\$23,148	\$0	\$0	\$0	\$0	\$23,148
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	WAINWRIGHT AVENUE	WAINWRIGHT AVE-01	WOODLAWN AVE	PHILBRICK LN	Accepted	0.08	1046.62	62.76	1/2" Shim & 1 1/2" Overlay	\$14.00	\$14,653	\$0	\$0	\$0	\$0	\$14,653
FY26	Local	WAINWRIGHT AVENUE	WAINWRIGHT AVE-02	PHILBRICK LN	WYMANS AVE	Accepted	0.07	864.15	57.58	1/2" Shim & 1 1/2" Overlay	\$14.00	\$12,098	\$0	\$0	\$0	\$0	\$12,098
																	\$26,751
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	WYMAN AVENUE	WYMAN AVE	RT 103	WAINWRIGHT AVE	Accepted	0.28	3401.40	39.76	1/2" Shim & 1 1/2" Overlay	\$14.00	\$47,620	\$0	\$0	\$0	\$0	\$47,620
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	DUNCAN WAY	DUNCAN WAY	RT 103	DEAD END	Accepted	0.10	1355.67	29.73	Reclamation	\$32.00	\$43,381	\$0	\$0	\$0	\$0	\$43,381
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY26	Local	ISLAND AVENUE	ISLAND AVE	RT 1	DEAD END	Accepted	0.08	992.74	30.33	Reclamation	\$32.00	\$31,768	\$0	\$0	\$0	\$0	\$31,768
																FY26 Total	\$404,181
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FY27	Local	WILSON ROAD	WILSON RD-01	RT 104	RYLE WAY	State Aid	0.27	5304.30	60.76	1/2" Shim & 1 1/2" Overlay	\$14.00	\$82,217	\$0	\$0	\$0	\$0	\$74,260
FY27	Local	WILSON ROAD	WILSON RD-02	RYLE WAY	MANSON RD	State Aid	0.15	2953.16	84.51	1/2" Shim & 1 1/2" Overlay	\$14.00	\$45,774	\$0	\$0	\$0	\$0	\$41,344
FY27	Local	WILSON ROAD	WILSON RD-03	MANSON RD	PETTIGREW RD	State Aid	0.15	2820.63	99.86	1/2" Shim & 1 1/2" Overlay	\$14.00	\$43,720	\$0	\$0	\$0	\$0	\$39,489
FY27	Local	WILSON ROAD	WILSON RD-04	PETTIGREW RD	DEVON WOODS DR	State Aid	0.52	9987.26	99.96	1/2" Shim & 1 1/2" Overlay	\$14.00	\$154,803	\$0	\$0	\$0	\$0	\$139,822
FY27	Local	WILSON ROAD	WILSON RD-05	DEVON WOODS DR	PICKERNELL LN	State Aid	0.24	4599.39	98.91	1/2" Shim & 1 1/2" Overlay	\$14.00	\$64,391	\$0	\$0	\$0	\$0	\$64,391
FY27	Local	WILSON ROAD	WILSON RD-06	PICKERNELL LN	ELIOT TL	State Aid	0.58	11187.35	91.28	1/2" Shim & 1 1/2" Overlay	\$14.00	\$156,623	\$0	\$0	\$0	\$0	\$156,623
																	\$515,929
																FY27 Total	\$515,929

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4013):



Date:	December 12, 2021
Department:	Fire Department
Project Title:	Fire Apparatus Reserve
Contact:	Chief David O'Brien
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$0
Est. Useful Life (Years):	20

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

Rescue 3, a 2001 Pierce Saber Heavy Duty Rescue, was scheduled to be replaced in FY26. However, during the latest annual maintenance and safety inspection, the frame was found to be severely corroded in the rear end area. An \$11,000 patch was done to allow the truck to continue in service for a short while longer. The estimate to replace the frame on this 21 year-old chassis is between \$35,000 and \$40,000. Replacing the frame is not fiscally responsible because the truck is due for retirement in three years. Due to the significant impact on the CIP funding plan, \$460,000 of the \$750,000 cost needed to fund the replacement of Rescue 3 is being sought through a warrant article.



Photo by John Galla www.firenews.org

Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ 460,000	Comments:	Unassigned Fund Balance via Warrant Article
Salvage Value of Existing Equipment?	\$ 20,000	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$0	\$50,000	\$75,000	\$200,000	\$250,000	\$575,000

Please Provide and/or Attach Additional Project Details

Fire Apparatus Replacement Schedule

						FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34
						4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Start of Year Balance						\$288,591	\$ (1,409)	\$48,591	\$248,591	\$386,723	\$636,723	\$886,723	\$1,080,757	\$610,411	\$885,411	\$723,454	\$998,454
Add: CY CIP						\$460,000	\$50,000	\$200,000	\$200,000	\$250,000	\$250,000	\$250,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Total Available						\$748,591	\$48,591	\$248,591	\$448,591	\$636,723	\$886,723	\$1,136,723	\$1,355,757	\$885,411	\$1,160,411	\$998,454	\$1,273,454
Unit #	Year	Make	Model	Features	Annual Reserve												
					straight line												
Engine 5	2019	KME	Predator	Pumper	\$51,628												
Rescue 3	2023	Pierce	Saber	Heavy Rescue	\$74,643	\$750,000											
Command	2018	Chevrolet	Tahoe	Command	\$7,733				\$61,868								\$84,670
Utility 8	2016	Ford	1/2 Ton	Pickup	\$2,331												
Forestry 4	2008	Ford	1 Ton	Pickup	\$2,798							\$55,966					
Engine 1	2005	Pierce	Enforcer	Pumper	\$29,814								\$745,346				
Tank 6	2007	Mack/KME	Commercial	3000 Gallon Tank	\$17,478										\$436,957		
Ladder 2	2009	Pierce	Arrow XT	75 foot Qunit	\$46,184												\$1,154,591
\$232,610																	
Projected Expenditures						\$750,000	\$-	\$-	\$61,868	\$-	\$-	\$55,966	\$745,346	\$-	\$436,957	\$-	\$1,239,261
Excess (Shortfall)						(\$1,409)	\$48,591	\$248,591	\$386,723	\$636,723	\$886,723	\$1,080,757	\$610,411	\$885,411	\$723,454	\$998,454	\$34,194

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (2057):



Date:	January 19, 2022
Department:	Administration
Project Title:	Open Space Reserve
Contact:	Kendra Amaral, Town Manager
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	3
Est. Funding Request:	\$ 0
Est. Useful Life (Years):	N/A

Project Type: Check All That Apply -

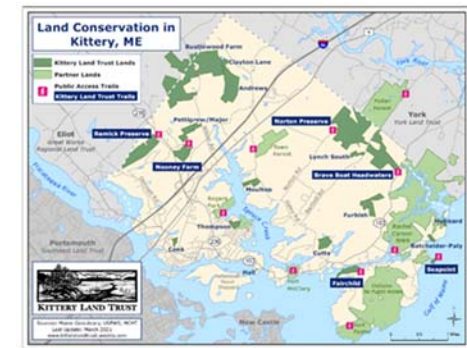
Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Improve Public/Staff safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

This fund was established as a reserve account in the event the Town seeks to purchase open space. There are no anticipated open space acquisition projects in the next few years.

The Town will work with the Parks Commission, and the Youth Athletic Associations Committee, Climate Adaptation Committee, and Kittery Land Trust to identify unmet needs and opportunities for active and passive recreation, stormwater storage, and natural habitat protection. With this information, a plan of targeted acquisitions can be developed for future implementation.



Climate Change/Sustainability:	Is the project vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input type="checkbox"/>
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Project Financing:

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY26	Total
\$0	\$0	\$0	\$0	\$0	\$0

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4027):



Date:	November 22, 2021
Department:	Administration
Project Title:	Municipal Facility Reserve
Contact:	Kendra Amaral, Town Manager
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$50,000
Est. Useful Life (Years):	10-30

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

This reserve is for planned and unplanned municipal facility repairs, equipment replacements, and facility rehabs. Due to current price escalations, the escalation/inflation factor for this fund has been increased from 3% to 4.5%. Projects being completed in FY22 include the replacement of heat pumps, replacement of the obsolete fire alarm system in the Town Hall complex, and rehab of the Freebie Barn buildings. The coming year will focus on AC unit replacements, interior painting and wall maintenance, and replacement of air handling units. The emergency power project at the Town Hall Complex has been moved out to 2024, due to the most recent bid (FY22) being 50% over available funding.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$50,000	\$75,000	\$125,000	\$150,000	\$100,000	\$500,000

Please Provide and/or Attach Additional Project Details

TOWN OF KITTERY, MAINE
TOP LEVEL - ANNUAL RESERVE ESTIMATES
2023-2027 FACILITY MAINTENANCE RESERVE

EST REPLACEMENT COST ESCALATED	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042
AIR CONDITIONING	\$ 89,439									\$ 70,888	\$ 203,714		\$ 26,291							\$ 44,035
EMERGENCY POWER		\$ 171,175																		
EXTERIOR WALLS			\$ 35,812			\$ 17,090														
FLOOR COVERINGS						\$ 37,227										\$ 59,272				
HEATING SYSTEM	\$ 8,336					\$ 32,694		\$ 5,355		\$ 42,533	\$ 23,149				\$ 6,954	\$ 43,616	\$ 144,703		\$ 174,606	
INTERIOR WALLS	\$ 26,235																			
POWER DISTRIBUTION																				
ROOF SYSTEMS			\$ 5,802		\$ 40,497			\$ 242,670			\$ 11,876	\$ 139,123	\$ 81,496		\$ 617,156			\$ 1,089,221	\$ 285,190	\$ 76,909
SITE UTILITIES																				
VEHICULAR & PEDESTRIAN MOVEMENT				\$ 220,133																
VENTILATION UNITS	\$ 1,193				\$ 1,422						\$ 2,315						\$ 3,806		\$ 4,156	
UNPLANNED PROJECTS	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
FIRE PROTECTION																				
Total Est Projects	\$ 145,203	\$ 191,175	\$ 61,614	\$ 240,133	\$ 61,919	\$ 107,011	\$ 20,000	\$ 268,025	\$ 20,000	\$ 133,421	\$ 261,054	\$ 159,123	\$ 127,787	\$ 20,000	\$ 644,111	\$ 122,888	\$ 168,509	\$ 1,109,221	\$ 483,952	\$ 140,944
Beginning Balance	\$ 268,148	\$ 172,945	\$ 56,770	\$ 120,156	\$ 30,023	\$ 68,105	\$ 111,094	\$ 241,094	\$ 173,069	\$ 353,069	\$ 419,648	\$ 358,594	\$ 424,472	\$ 546,685	\$ 801,685	\$ 432,574	\$ 609,686	\$ 741,177	\$ (18,043)	\$ (151,995)
CIP Allocation	\$ 50,000	\$ 75,000	\$ 125,000	\$ 150,000	\$ 100,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 225,000	\$ 250,000	\$ 275,000	\$ 275,000	\$ 300,000	\$ 300,000	\$ 350,000	\$ 350,000	\$ 350,000
Other Allocation																				
End Balance	\$172,945	\$56,770	\$120,156	\$30,023	\$68,105	\$111,094	\$241,094	\$173,069	\$353,069	\$419,648	\$358,594	\$424,472	\$546,685	\$801,685	\$432,574	\$609,686	\$741,177	(\$18,043)	(\$151,995)	\$57,061

TOWN OF KITTERY, MAINE
TOP LEVEL - ANNUAL RESERVE ESTIMATES
2023-2027 FACILITY MAINTENANCE RESERVE
Inflation Assumption

PROJECT COMPLETED w/NEW USEFUL LIFE ADDED
EARLY FAILURE or PULLED IN FOR REPLACEMENT

4.5%

CATEGORY	SYSTEM	ANTICIPATED END LIFE	REPLACEMENT COST TODAY	EST REPLACEMENT COST ESCALATED
AIR CONDITIONING	POLICE DEPT RADIO ROOM DMS-3	2035	\$6,500	\$13,145
AIR CONDITIONING	POLICE DEPT SERVER ROOM DMS-4	2035	\$6,500	\$13,145
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-2	2032	\$10,000	\$17,722
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-3	2032	\$10,000	\$17,722
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-4	2032	\$10,000	\$17,722
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-5	2032	\$10,000	\$17,722
AIR CONDITIONING	MUNICIPAL COMPLEX CU-1 POLICE DEPT	2023	\$40,000	\$47,701
AIR CONDITIONING	MUNICIPAL COMPLEX CU-2 POLICE DISPATCH	2023	\$35,000	\$41,738
AIR CONDITIONING	MUNICIPAL COMPLEX CU-3 SCHOOL DEPT	2033	\$35,000	\$64,818
AIR CONDITIONING	MUNICIPAL COMPLEX CU-4 COUNCIL CHAMBERS	2033	\$35,000	\$64,818
AIR CONDITIONING	MUNICIPAL COMPLEX CU-5 TOWN HALL	2033	\$40,000	\$74,078
AIR CONDITIONING	TOWN HALL SERVER ROOM DMS-1	2042	\$8,000	\$22,017
AIR CONDITIONING	COUNCIL CHAMBERS A / V ROOM DMS-2	2042	\$8,000	\$22,017
AIR CONDITIONING	DUCTLESS MINI SPLIT SYSTEMS			
EMERGENCY POWER	TOWN HALL CONNECTION PROJECT	2024	\$150,000	\$171,175
EMERGENCY POWER	POLICE DEPT.			
EMERGENCY POWER	TRANSFER SWITCHES			
EMERGENCY POWER	TRANSFORMERS			
EMERGENCY POWER	SERVICE WIRING			
EXTERIOR WALLS	TRANSFER STATION - HOUSEHOLD WASTE	2069	\$50,000	\$451,632
EXTERIOR WALLS	TOWN HALL REAR EXIT DOOR # 102	2025	\$3,500	\$4,558
EXTERIOR WALLS	TOWN HALL REAR EXIT DOOR # 103	2025	\$5,500	\$7,162
EXTERIOR WALLS	SCHOOL DEPT REAR EXIT # 104	2025	\$3,500	\$4,558
EXTERIOR WALLS	POLICE DEPT REAR EXIT # 107	2025	\$3,500	\$4,558
EXTERIOR WALLS	POLICE DEPT SALLY PORT # 108	2025	\$3,500	\$4,558
EXTERIOR WALLS	POLICE DEPT SALLY PORT OVERHEAD # 109	2025	\$500	\$651
EXTERIOR WALLS	POLICE DEPT SALLY PORT OVERHEAD # 111	2025	\$500	\$651
EXTERIOR WALLS	POLICE DEPT FRONT VESTIBULE # 113	2025	\$3,500	\$4,558
EXTERIOR WALLS	POLICE DEPT FRONT VESTIBULE # 114	2025	\$3,500	\$4,558
EXTERIOR WALLS	MECHANICAL ROOM REAR ACCESS # 106	2028	\$5,500	\$8,174
EXTERIOR WALLS	POLICE DEPT GENERATOR SHED # 110	2028	\$2,500	\$3,715

CATEGORY	SYSTEM	ANTICIPATED END LIFE	REPLACEMENT COST TODAY	EST REPLACEMENT COST ESCALATED
EXTERIOR WALLS	POLICE DEPT TRAINING ROOM # 112	2028	\$3,500	\$5,201
EXTERIOR WALLS	WINDOWS			
EXTERIOR WALLS	SCREENS			
EXTERIOR WALLS	LOUVERS			
FLOOR COVERINGS	MUNICIPAL COMPLEX-CARPETING	2028	\$25,050	\$37,227
FLOOR COVERINGS	MUNICIPAL COMPLEX-VCT	2038	\$25,683	\$59,272
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P1-B	2041	\$3,149	\$8,293
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P2-B	2041	\$3,149	\$8,293
HEATING SYSTEM	POLICE DEPT SALLY PORT UH-1	2023	\$2,735	\$3,261
HEATING SYSTEM	POLICE DEPT SALLY PORT UH-2	2023	\$2,735	\$3,261
HEATING SYSTEM	PUBLIC WORKS - TOWN GARAGE (SHOP)	2028	\$22,000	\$32,694
HEATING SYSTEM	MUNICIPAL COMPLEX BOILER CIRC B-2	2030	\$1,100	\$1,785
HEATING SYSTEM	MUNICIPAL COMPLEX DHW HEATING P-3	2030	\$1,100	\$1,785
HEATING SYSTEM	MUNICIPAL COMPLEX DHW RECIRC BWP-1	2030	\$1,100	\$1,785
HEATING SYSTEM	COMMUNITY CENTER P-3 BOILER PRIMARY	2032	\$8,000	\$14,178
HEATING SYSTEM	COMMUNITY CENTER P-1 BUILDING DISTRIBUTION	2032	\$8,000	\$14,178
HEATING SYSTEM	COMMUNITY CENTER P-2 BUILDING DISTRIBUTION	2032	\$8,000	\$14,178
HEATING SYSTEM	PUBLIC WORKS - OFFICE BUILDING	2033	\$12,500	\$23,149
HEATING SYSTEM	MUNICIPAL COMPLEX - BOILER B-1	2041	\$30,000	\$79,010
HEATING SYSTEM	MUNICIPAL COMPLEX - BOILER B-2	2041	\$30,000	\$79,010
HEATING SYSTEM	MUNICIPAL COMPLEX BOILER CIRC B-1	2023	\$1,521	\$1,814
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P2-A	2037	\$3,149	\$6,954
HEATING SYSTEM	TRANSFER STATION - HOUSEHOLD WASTE	2038	\$7,875	\$18,174
HEATING SYSTEM	TRANSFER STATION - BALER BUILDING	2038	\$7,875	\$18,174
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P1-A	2038	\$3,149	\$7,267
HEATING SYSTEM	COMMUNITY CENTER - EASTWING BOILER B-1	2039	\$30,000	\$72,351
HEATING SYSTEM	COMMUNITY CENTER - EASTWING BOILER B-2	2039	\$30,000	\$72,351
HEATING SYSTEM	COMMUNITY CENTER - MAIN BUILDING	2051	\$75,000	\$306,749
INTERIOR WALLS	PAINT - TOWN HALL & SCHOOL DEPT	2023	\$22,000	\$26,235
INTERIOR WALLS	DOORS			
INTERIOR WALLS	DOOR TRIM			
INTERIOR WALLS	WINDOWS			
INTERIOR WALLS	WINDOW TRIM			
INTERIOR WALLS	WINDOW DRESSING			
INTERIOR WALLS	WALL TRIM			
POWER DISTRIBUTION	MAIN SERVICE ENTRANCE			

CATEGORY	SYSTEM	ANTICIPATED END LIFE	REPLACEMENT COST TODAY	EST REPLACEMENT COST ESCALATED
POWER DISTRIBUTION	POWER DISTRIBUTION PANELS			
POWER DISTRIBUTION	ELECTRICAL RECEPTACLES			
POWER DISTRIBUTION	LIGHT SWITCHES			
POWER DISTRIBUTION	CIRCUIT BREAKERS			
ROOF SYSTEMS	TRANSFER STATION - BALER BUILDING	2030	\$35,000	\$56,800
ROOF SYSTEMS	MEMORIAL FIELD - PARKS GARAGE	2025	\$4,455	\$5,802
ROOF SYSTEMS	PUBLIC WORKS - STORAGE GARAGE 3 BAY	2027	\$28,477	\$40,497
ROOF SYSTEMS	NEW FREEBIE BARN	2037	\$2,499	\$5,519
ROOF SYSTEMS	OLD FREEBIE BARN	2037	\$3,012	\$6,652
ROOF SYSTEMS	TRANSFER STATION - HOUSEHOLD WASTE	2030	\$114,533	\$185,870
ROOF SYSTEMS	FORT FOSTER - NEW RESTROOM	2033	\$6,413	\$11,876
ROOF SYSTEMS	TRANSFER STATION - UNIVERSAL WASTE BUILDING	2034	\$48,195	\$93,271
ROOF SYSTEMS	PUBLIC WORKS - OFFICE BUILDING	2034	\$23,693	\$45,852
ROOF SYSTEMS	PUBLIC WORKS - SALT / SAND BUILDING	2035	\$35,438	\$71,668
ROOF SYSTEMS	PUBLIC WORKS - FRONT STORAGE GARAGE	2035	\$4,860	\$9,829
ROOF SYSTEMS	COMMUNITY CENTER - MAIN BUILDING	2037	\$210,938	\$465,851
ROOF SYSTEMS	COMMUNITY CENTER - GYMNASIUM	2037	\$48,000	\$106,007
ROOF SYSTEMS	COMMUNITY CENTER - FITNESS	2037	\$15,000	\$33,127
ROOF SYSTEMS	MUNICIPAL COMPLEX	2040	\$212,625	\$535,866
ROOF SYSTEMS	PUBLIC WORKS - TOWN GARAGE (SHOP)	2040	\$104,004	\$262,115
ROOF SYSTEMS	TRANSFER STATION - BALER BUILDING	2040	\$115,560	\$291,239
ROOF SYSTEMS	COMMUNITY CENTER - EASTWING	2041	\$108,287	\$285,190
ROOF SYSTEMS	FORT FOSTER - PAVILION #1	2042	\$3,240	\$8,917
ROOF SYSTEMS	FORT FOSTER - PAVILION #2	2042	\$10,125	\$27,866
ROOF SYSTEMS	FORT FOSTER - STORAGE GARAGE 2 BAY	2042	\$7,290	\$20,063
ROOF SYSTEMS	PUBLIC WORKS - REAR SIGN STORAGE GARAGE	2042	\$7,290	\$20,063
SITE UTILITIES	ELECTRICAL LINES			
SITE UTILITIES	COMMUNICATION LINES			
SITE UTILITIES	WATER LINES			
SITE UTILITIES	SEWER LINES			
SITE UTILITIES	NATURAL GAS LINES			
SITE UTILITIES	FUEL TANKS			
SITE UTILITIES	FIRE HYDRANTS			
SITE UTILITIES	STORM WATER DRAINS			
VEHICULAR & PEDESTRIAN MOVEMENT	PARKING LOT PAVING MUNICIPAL COMPLEX	2026	\$44,800	\$60,967
VEHICULAR & PEDESTRIAN MOVEMENT	PARKING LOT PAVING DPW	2026	\$63,760	\$86,769

CATEGORY	SYSTEM	ANTICIPATED END LIFE	REPLACEMENT COST TODAY	EST REPLACEMENT COST ESCALATED
VEHICULAR & PEDESTRIAN MOVEMENT	PARKING LOT PAVING COMMUNITY CENTER	2026	\$53,200	\$72,398
VEHICULAR & PEDESTRIAN MOVEMENT	SIGNAGE			
VEHICULAR & PEDESTRIAN MOVEMENT	CURBS			
VEHICULAR & PEDESTRIAN MOVEMENT	FIRE LANES			
VEHICULAR & PEDESTRIAN MOVEMENT	SIDEWALKS			
VEHICULAR & PEDESTRIAN MOVEMENT	STEPS, STAIRS			
VEHICULAR & PEDESTRIAN MOVEMENT	HAND RAILS			
VENTILATION UNITS	AHU-2-BLOWER MOTOR	2023	\$1,000	\$1,193
VENTILATION UNITS	AHU-3-BLOWER MOTOR	2033	\$1,250	\$2,315
VENTILATION UNITS	AHU-4 -BLOWER MOTOR	2027	\$1,000	\$1,422
VENTILATION UNITS	AHU-5-BLOWER MOTOR	2039	\$1,578	\$3,806
VENTILATION UNITS	AHU-1 POLICE DEPT-BLOWER MOTOR	2041	\$1,578	\$4,156
VENTILATION UNITS	AHU-1 POLICE DEPT-ACTUATOR			
VENTILATION UNITS	AHU-1 POLICE DEPT-SPEED CONTROLLER			
VENTILATION UNITS	AHU-2-ACTUATOR			
VENTILATION UNITS	AHU-2-SPEED CONTROLLER			
VENTILATION UNITS	AHU-3-ACTUATOR			
VENTILATION UNITS	AHU-3-SPEED CONTROLLER			
VENTILATION UNITS	AHU-4 -ACTUATOR			
VENTILATION UNITS	AHU-4 -SPEED CONTROLLER			
VENTILATION UNITS	AHU-5-ACTUATOR			
VENTILATION UNITS	AHU-5-SPEED CONTROLLER			
FIRE PROTECTION	MUNICIPAL BUILDING FIRE ALARM SYSTEM	2022	\$26,537	\$30,283

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4012):



Date:	November 23, 2021
Department:	Kittery Public Works
Project Title:	DPW Vehicles and Equipment Reserve
Contact:	David Rich
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$ 340,000
Est. Useful Life (Years):	10 – 25 years

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

This fund is for replacement of DPW equipment and vehicles. Attached is the inventory and the projected replacement schedule. Escalation factor has been increased to 4.5% to reflect current inflation trend.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	TBD	Comments:	Trade in and resale proceeds offset costs

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$340,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,740,000

Please Provide and/or Attach Additional Project Details

Town of Kittery New/Replacement Schedule and Estimated Costs Public Works Vehicles and Equipment Highway Division: Account Number: 4012																	
Unit	Year Purchased	Cost	Vehicle Make	Vehicle Description	2023 Replacement	2024 Replacement	2025 Replacement	2026 Replacement	2027 Replacement	2028 Replacement	2029 Replacement	2030 Replacement	2031 Replacement	2032 Replacement	2033 Replacement	2034 Replacement	2035 Replacement
402	2017	154,800	Western Star	dump truck w/Viking gear											313,063		
404	2011	147,000	Freightliner	plow, wing, sander													
405	2017	82,500	Ford	550, 4WD, 3cy, SS dump, 9' plow/sander					105,000								
417	2002	83,700	Freightliner	dump truck w/Viking gear													
418	2001	10,000	Ford	Crew cab - 4 door		45,000											
407	2017	104,100	Ford	550, 4WD, 3cy, SS dump, 10' plow, wingplow, wing, stainless sander/dump body					138,200								
408	2004	14,500	Chevy	Dk green metallic, 4WD Ext Cab				50,000									
409	2001	154,800	Western Star	dump truck w/Viking gear											313,063		
410	2014	58,500	Ford	350, 4wd, pick up utility body, 9' plow		82,345											
411	2012	20,000	Ford	F150 4WD Pickup		50,000											
411A	2007	17,700	Kia	Rondo LX													
412	2011	125,900	Freightliner	plow, wing, sander													
413	2017	82,500	Ford	550, SS dump, plow, crane,Sander					105,000								
415	2017	294,100	Elgin	vacuum, street sweeper, serial #MV-41070													
416	2019	80,000	Ford	F350, Diesel, 4x4, Pickup,Stainless plow, crane													
406	2017	154,800	Western Star	dump truck w/Viking gear											313,063		
422A	2022	110,000	Cat	306 Mini Excavator Angle Blade/48" & 30" bucket B65 Hammer/Flail Mower	110,000												
427	2019	190,700	CAT	930M, Small Wheel Loader													
429	2018	179,000	MultiTrac Multihog	Sidewalk Plow, 48"Hyd CX75 MTST - SN: 3323													
432	2018	151,500	Maclean	sidewalk plow/mower/snow blower										280,570			
438	2001	40,000	Sewer Equipment	Culvert Cleaning Trailer, Diesel												100,000	
440	1994	4,000	Lincoln	Welder with Trailer						10,000							
441	2017	3,000	Icorn Pro Trailer	Utility trailer													
444	2020	26,300	Chicago Compressor	CPS185													
445	2017	15,100	Wacker	Paving Roller													
448	1980	1,000	Homemade	Form Trailer 6000 lbs		5,000											
449	2017	17,800	Talb	Equipment Trailer													
453	2017	1,800	Wacker	Wacker/Compactor													
457	2002	9,200	Salsco	Mini Paver Sidewalks/ Replace with Pull behind Paving Hot Box	80,000												
458	2001	3,300	Wacker	Reversible Plate Compactor													
491	1997	2,400	Sawtec	Pavement Cutter										11,202			
509	2021	2,000	North America	Inverter for Salt Shed Doors													
529	2012	3,800	Line Lazer	Line Striping Machine										9,165			
533	2016	8,000	Bosch	Vehicle Diagnostic Tool						13,003							
561	2002	1,500	Emglo	Air Compressor		9,370											
576	2013	5,000	Cat Lifter	Sander Lifter										11,539			
579	2007	Unknown	Reznor	Waste Oil Furnace		8,000											
591	2018	2,500	Jet	Electric Chain Hoist													
592	2017	2,200	Dip-Pak	Welder													
594	2016	11,700	Bend Pak	2 Post Vehicle Lift													
595	2010	23,000	Kohler 60KW	Generator-Diesel 60KW													69,125
597	Unknown	Unknown	Dynamic 40 amp	Plasma Cutter													
598	2017	3,000	Hydro Tek	Pressure washer, sand blaster										5,806			
599	2018	19,100	Spanco	Spanco Crane two Ton													
538			Salt Shed	Doors													
539		35,000	Storage Shed	PW 3 Car Storage Shed (moved to 2023)	35,000												
610 (25)	1998	11,200	Motorola(25 units)Vehicle Radios	(25 units)Vehicle Radios	2,250												
401	2017	97,900	Ford	Diesel, 4x4, SS dump body, plow					105,000								
414	2017	79,000	Ford	550 4wd 3 cy, SS dump, plow					105,000								
420	2006	12,000	John Deere	Z-Track													
421	2010	39,400	Kubota	B3030 loader,mower,sweeper, tiller				53,000									
426A	1999	14,200	Jacobsen	4wd fr mower										27,481			
428	2013	14,100	Kubota	2wd Zero Turn Mower (Bagger)						22,500							
436	2017	8,600	Udump Trailer	Dumpbed Trailer with Leaf Vacuum										16,643			
446	2017	3,000	Icorn Pro Trailer	Trailer													
450	2000	5,000	Welsh	trailer													
478	2018	400	Stihl	String Trimmer			3,722							5,065			
423	2017	190,700	Cat	3.1cy GP Bucket, 3.25cyd Grapple bucket													
424	2011	46,400	New Holland	L185, skid steer forks/bucket													
425	2007	40,000	New Holland	L185, skid steer Road planner/forks/bucket (moved to 2023)	95,000												
437	1994	58,000	Read	RD-40B, screen all				130,000									
439	2016	67,300	Spector	Live Floor Trailer										136,106			
442	1990	14,000	Morbark	290, chipper				50,000									
500	2015	297,100	International	TR-10N-75 Auto Baler													716,520
501	1991	41,000	MACHINEX	baler conveyor			170,000										
503	2004	70,000	ACCURATE	trash compactor			110,020										
504	1995	5,000	Unknown	old compactor		27,000											
505	1978	3,000	Valdor	air compressor		7,780											
510	2021	32,225.00	Model 600 A/B	Glass System Slider Belt Conveyor													
511	2021	17,160.50	Model 800 A/B	Aluminum & Tin Can Sort Line Discharge Belt Conveyor													
512	2021	20,856.00	Model 800 A/B	Can Sort Slider Belt Conveyor In-Feed													
513	2021	44,697.00	Model Bison B-16	Glass Hammer Mill													
514	2021	16,579.00	Model 600 A/B	Aluminum & Tin Can Sort Line Conveyor													
515	2021	17,160.50	Model 800 A/B	Aluminum & Tin Can Sort Line Discharge Belt Conveyor													
516	2021	25,026.00	N/A	Can Sort Magnetic Separator													
517	2021	8,345.00	N/A	Hopper													
518	2021	8,345.00	N/A	Hopper													
519	2021	25,535.00	Wastequip Model 265X	Stationary Compactor													
520	2021	25,535.00	Wastequip Model 265X	Stationary Compactor													
521	2021	27,088.00	N/A	Sort System Control Panel													
522	2021	8,412.50	N/A	(2)-40 Cubic Yard Container													
530	2021	8,325.00	N/A	15 Cubic Yard Container													
523 (12)	1980	3,000	(12)30YDOT	12-30 cu.yd. roll off for storage		18,000											
524	2017	2,500	Hydro Tek	pressure washer													
525	2004	11,000	Ameri Shredder	Paper shredder		37,950								4,838			
FY Cost					\$ 322,250	\$ 290,445	\$ 283,742	\$ 283,000	\$ 558,200	\$ 45,503	\$ -	\$ -	\$ -	\$ 508,414	\$ 939,189	\$ 100,000	\$ 785,645
Trade-In					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cost					\$ 322,250	\$ 290,445	\$ 283,742	\$ 283,000	\$ 558,200	\$ 45,503	\$ -	\$ -	\$ -	\$ 508,414	\$ 939,189	\$ 100,000	\$ 785,645
CIP Funding					\$ 340,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 300,000	\$ 250,000	\$ 275,000	\$ 275,000	\$ 300,000	\$ 300,000	\$ 325,000	\$ 325,000
Previous Year Balance					\$32,014	\$49,764	\$109,319	\$175,577	\$242,577	\$34,377	\$288,874	\$538,874	\$813,874	\$1,088,874	\$880,460	\$241,271	\$466,271
Remaining Account Balance					\$49,764	\$109,319	\$175,577	\$242,577	\$34,377	\$288,874	\$538,874	\$813,874	\$1,088,874	\$880,460	\$241,271	\$466,271	\$5,626

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4017):



Date:	November 23, 2021	Dept. Priority (1 of 3, etc.):	2
Department:	Kittery Public Works	Est. Funding Request:	\$ 40,000
Project Title:	MS4 Compliance	Est. Useful Life (Years):	10-20
Contact:	David Rich		
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project		

Project Type: Check All That Apply -					
Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:	Photo (click image to insert):
<p>The Town, as part of its MS4 permit, is required to evaluate stormwater infrastructure, track and remediate illicit discharges in the stormwater system. Evaluation is conducted through site visits, line inspections through camera inspections, and water sampling. Infrastructure found to be inadequate must be repaired or replaced. FY23 projects include \$25,000 for Spruce Creek water sampling, \$15,000 for inspections, repair, and replacement of basin insert cartridges.</p>	

Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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Project Financing (if One-Time Project):	
Total Cost:	\$ CIP Funding Needed: \$
Other Funding Sources:	
Amount and Type of Other Funding Sources:	\$ Comments: 319, Healthy Community, PREP, Coastal Resiliency grants
Salvage Value of Existing Equipment?	\$ Comments:

Project Planning:	
Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$40,000	\$ 40,000	\$40,000	\$ 40,000	\$ 40,000	\$200,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4043):



Date:	December 15, 2021	Dept. Priority (1 of 3, etc.):	2
Department:	Kittery Public Works	Est. Funding Request:	\$ 20,000
Project Title:	Parks Reserve	Est. Useful Life (Years):	10-20
Contact:	David Rich		
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project		

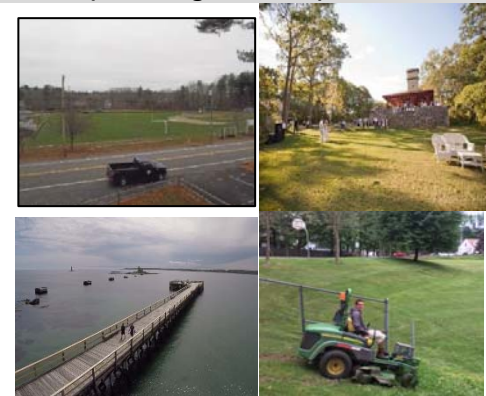
Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Allocated funds are used for replacement/rehabilitation of field irrigation systems, fences, park buildings etc. as well as Fort Foster infrastructure including the pier, playground, tower bathroom roof, invasive plan, and supplemental reserve funding for future projects. Day pass rates were increased to offset the added capital costs. FY23 projects include concrete repairs to deteriorating bunkers, and additional fence along wetlands at Emery Field to prevent game balls etc. from going into the bordering wetlands vegetation.

Photo (click image to insert):



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☒ No ☐

Project Financing (if One-Time Project):

Total Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ Comments:

Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project:

What Planning Has Been Done for Project?

Is Funding Necessary for Further Plans/Estimating?

Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$ 20,000	\$ 20,000	\$ 20,000	\$20,000	\$20,000	\$100,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4056):



Date:	December 2, 2021
Department:	Fire Department
Project Title:	Fire Equipment Reserve
Contact:	Chief David O'Brien
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$60,400
Est. Useful Life (Years):	10

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

This reserve account is used to purchase and replace fire equipment including radios and communication equipment, firefighter protective clothing, and self-contained breathing apparatus (SCBA). Radios and communication equipment were recently replaced as well as ten sets of protective clothing at approximately \$2,500/set which leaves the FD in good shape in these areas. SCBA's are scheduled to be replaced in FY23 at a cost of approximately \$216,000. This year's funding request will start replenishing the reserve for the future purchases.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$60,400	\$60,400	\$60,400	\$60,400	\$60,400	\$302,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4020):



Date: November 23, 2021
Department: Administration
Project Title: Technology Reserve
Contact: Kendra Amaral, Town Manager
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 1
Est. Funding Request: \$ 70,000
Est. Useful Life (Years): 5-7

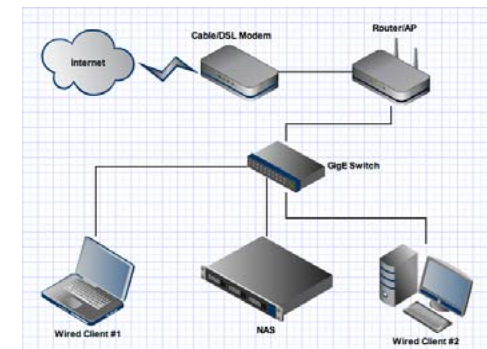
Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

This fund is for replacement of aging, failing, or obsolete hardware such as servers, desktops, firewalls, switches and routers, and cabling, replacement of software systems and licenses, and expansion of technology tools used in delivery of service. The Technology Reserve also supports upgrades that improve efficiency and/or functionality and one-time setup/initiation costs for new productivity software. FY22 included the completion of the firewall replacements, replacement of Windows 7 machines, and local server hardening. This has included a rebuild of the public safety network architecture and virtualization of servers for security and continuity of service improvements. FY23 will focus on the archive system and conversion to MS365 productivity suite.

Photo (click image to insert):



Climate Change/Sustainability:

Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Financing:

Total Project Cost: \$ CIP Funding Needed: \$70,000

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ Comments:
 Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project:
 What Planning Has Been Done for Project? Consultation with our IT provider.
 Is Funding Necessary for Further Plans/Estimating?
 Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$350,000

Please Provide and/or Attach Additional Project Details

Kittery-RoadMap

2022

Name	Priority	Status	Tags	Dependency
Upgrade/Replace Windows 7: Year 2	Critical	Planning	Hardware, Obsolescence	
Office 365 Government Community Cloud (GCC) Migration	Critical	Planning	SAAS	
Security: Firewall Hardening via DarkCube	Critical	Not Started	Security	
Governance: Policies and Procedures	High	Not Started	DisasterRecovery, Governance	
SECURITY: Vulnerability Management	High	Not Started	Security	
SECURITY: Shadow IT system	Medium	Not Started	Security	
Obsolescence: Remove Untangled System	Medium	Not Started	Hardware, Security	
KPD Wireless Upgrade	Medium	Waiting on Dependent	Functionality, Hardware, Security	Obsolescence: Remove Untangled System
PHYSICAL: Library Site Move (Ongoing)	Medium	In Progress	Physical	
Phone System Review	Medium	Not Started	Functionality	
SECURITY: User based Cyber Security Training	Medium	Not Started	Security, Compliance	
HARDWARE: Police: Evidence PC (Isolated PC)	Low	Not Started	Functionality, Hardware	
Hardware: Harbor WiFi	Low	Planning	Hardware	
Hardware: Harbor Cameras	Low	Not Started	Hardware, Security	
SECURITY: MS-ISAC Cyber-Security Program	Low	Not Started	SAAS, Security	

2023

Name	Priority	Status	Tags	Dependency
Modernize Remaining servers to Most recent OS	Critical	Not Started	Compliance	New Hosts for Town Administration Office
Update System Security Plan (SSP) and POA&M	High	Waiting on Dependent	Security	Governance: Policies and Procedures
KWW Waste Water Virtualization/Network Rebuild	Medium	Waiting on Dependent	Functionality, Hardware	Office 365 Government Community Cloud (GCC) Migration
Security: Workstation Hardening	Medium	Not Started	Security, Governance	
Domain Reorganization	Medium	Waiting on Dependent	Functionality	SECURITY: Endpoint Security Enhancement
New Network Switching - All locations	Medium	Waiting on Dependent	Hardware	Domain Reorganization
Network Segmentation	Medium	Not Started	Functionality, Security	

2024

Name	Priority	Status	Tags	Dependency
SECURITY: Harden Local Servers With Department of Defense Settings (STIG)	High	Waiting on Dependent	Security	New Hosts for Town Administration Office
SECURITY: Endpoint Security Enhancement	High	Not Started	SAAS, Security	
SharePoint and Teams Implementation	Medium	Waiting on Dependent	SAAS	Office 365 Government Community Cloud (GCC) Migration
FUNCTIONALITY: Electronic Archive	Low	Not Started		

Recommended Projects - Date Not Defined

Name	Priority	Status	Tags	Dependency
BACKUP: Acronis CyberCloud Migration	Medium	Not Started	DisasterRecovery	
Government rated version of Zoom	Low	Not Started		

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4019):



Date:	November 17, 2021
Department:	Kittery Community Center
Project Title:	KCC Equipment Reserve
Contact:	Jeremy Paul
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$30,000
Est. Useful Life (Years):	5-20

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input checked="" type="checkbox"/>		

Project Description:

This account funds replacement of fitness equipment, custodial, kitchen, theatre, and playground equipment.

The following projects are being considered for the next five years: replacement of Fitness Room machines and equipment, STAR Theatre upgrade/expansion of sound capacity and upgrades to the theatrical light system, replacement of kitchen equipment including the walk-in cooler and walk-in freezer, gymnasium sound system for expanded capabilities and uses; and an all-building intercom system to coincide with emergency management plans.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:		Comments:	
Salvage Value of Existing Equipment?		Comments:	Varies-some have no salvage value

Project Planning:

Proposed Start Date of Project:	We will phase in these improvements and purchase as the account grows
What Planning Has Been Done for Project?	Cost estimates obtained
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$30,000	\$30,000	\$35,000	\$35,000	\$45,000	\$175,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4051):



Date: November 17, 2021
Department: Kittery Community Center
Project Title: KCC Facility Reserve
Contact: Jeremy Paul
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 3
Est. Funding Request: \$ 25,000
Est. Useful Life (Years): 10-20

Project Type: Check All That Apply -

Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

This account is for larger projects/maintenance of the KCC and the East Wing.
 Project needs include:

FY22 will include completion of some exterior door replacements. FY23 focus includes completing the analysis and implementation of blown-in insulation in the annex. This fund is also being held to support any improvements that arise out of the KCC Campus Master Plan being developed in 2022.

Photo (click image to insert):



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$64,718 Comments: Playground donations
 Salvage Value of Existing Equipment? Comments:

Project Planning:

Proposed Start Date of Project: Phase in as the account grows
 What Planning Has Been Done for Project? RFP developed for master plan, cost estimates for building improvements
 Is Funding Necessary for Further Plans/Estimating? Yes
 Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$25,000	\$25,000	\$25,000	\$25,000	\$50,000	\$150,000

Please Provide and/or Attach Additional Project Details



Kittery Community Center
120 Rogers Road, Kittery, ME 03904
(p) 207-439-3800 • (f) 207-439-1780
www.kitterycommunitycenter.org

Director
Recreation Supervisor

Jeremy Paul
Valerie Lachapelle

TO: Kendra Amaral, Town Manager
CC: Patricia Moore, Finance Director
FROM: Jeremy Paul, Director Kittery Community Center
DATE: November 17, 2021
RE: FY2023-FY2027 Capital Improvement Plan

Please find the FY2023-FY2027 Capital Improvement Plan update and requests from the Kittery Community Center.

FY22 Project Updates

In conjunction with the School Nutrition Program, we were able to replace the stove and convection ovens in the kitchen using grant funds. In addition, we now have a rack warmer to use. The School Nutrition program uses our kitchen during the summer months to provide free meals to those 18 and under. Over the course of the last year, they noticed a need for upgraded equipment. Through state funded grants received by the School Department, the School Nutrition Program was able to pay for the new equipment.

We were also able to use some of the Keep Maine Healthy Grant money to improve the heating system in the East Wing. We replaced a single pump system that was in poor condition with a two-pump heating system to make the system more efficient and stabilized.

FY23-FY27 Project Requests

The majority of these requests are carryovers from previous requests. Given the current climate of the Capital Improvement Program, estimated costs were done at a 5% increase from the previous year.

KCC EQUIPMENT RESERVE (CIP FUND 4019)

This account funds replacement of fitness, custodial, kitchen, theatre, and playground equipment. We have reached out to the companies that we have received pricing information from in the past and are still waiting for some updated quotes.

Fitness Equipment: A number of fitness machines in the Fitness Suite were donated by York Hospital and are over 20 years old and nearing the end of their useful life. Replacement cost for the equipment in our Fitness Suite is roughly \$85,000 (see attached).

Kitchen Equipment: We are continually trying to increase the program offerings in our kitchen. In addition to our relationship with the School Nutrition Program, we do have a number of chefs that use the kitchen to prep for farmers markets, etc. As previously stated, we were able to replace some of the equipment this past year. We still need to replace the walk-in fridge/freezer. Potential replacement costs for the walk-in refrigerator/freezer unit are roughly \$17,500 (see attached).

STAR Theatre Equipment: The STAR is the crown jewel of the KCC and continues to host a wide variety of events and productions. With over seven years of use, we are aware of the need to upgrade and expand the sound capacity and lighting system, as well as some other equipment that would make the space more attractive to potential renters. The cost for those items would be approximately \$80,000, but can be phased in

over time. The priority, LED fixtures, would be \$25,000. We are working to develop a better theatre management/preventive maintenance program.

Gym Sound System: Over the years, we have come to realize that we need a sound system in the gymnasium. We have had a number of rentals and other activities in the gym that could have benefitted from a sound system. Conferences, lectures, tournaments that need announcements, special events, etc., that may not be able to be held in the theatre could be held in the gymnasium. We have had to improvise by bringing in a portable speaker with microphone for some events. The cost to have a new sound system put in is approximately \$55,000.

Building Wide Intercom: The KCC currently does not have a building-wide intercom system to make announcements, alert the public to any safety issues, etc. Any room that has a phone has the ability to be heard through the system, but any rooms, hallways, common areas, etc., that does not have a phone will not be able to hear any announcements being made. In today's climate, being able to communicate effectively with as many people as possible is of the utmost importance. The cost to install this public address system is \$15,250.

KCC FACILITY RESERVE (CIP FUND 4019)

Replacement of Exterior Doors: The KCC has 22 exterior doors throughout the building. For safety and security reasons, there is an urgent need to replace exterior doors #6 and #7. In addition, the three exterior doors leading to the theatre will need to be replaced soon. The costs range from \$9,500 to \$11,500.

Campus Improvement Projects:

The KCC Board of Directors is working with staff to engage consulting assistance from a qualified landscape design firm to develop a campus master plan for the Kittery Community Center site. This would enable us to plan for future capital projects and investment in outdoor spaces and amenities to support the strategic goals of the KCC and to address the growing challenges with the site. The master plan will establish the most beneficial layout for passive and active recreation space, adequate parking, and site circulation. The plan will include recommendations for implementation strategies including phasing, and provide budget estimates for each phase or component. Additionally, it will help the Town invest wisely, by providing a comprehensive site layout and a phasing approach that maximizes the investment in each outdoor component. The master plan will also support grant applications and fundraising for implementation.

The costs of possible projects associated with the master plan (playground, expanded parking, playing field improvements, community gardens, etc.) could be well over \$200,000. Putting aside money will allow potential projects to be more feasible when the opportunity arises.

East Wing Project

As we evaluate the potential future use of the East Wing, we are working on a project that would add ventilation and air conditioning in that area. More specific details are being identified.

With the East Wing housing a number of State licensed childcare programs, there is a need to keep that section warmer during the winter months. Blown-in insulation would help to meet that goal. We need to undertake some further investigation to determine the feasibility and cost of the project. Based on the pricing information given to insulate the East Wing, we have come up with a price tag of \$30,000 to insulate the attic of the main KCC building. The benefits of insulating the building would be reducing energy costs, helping to prevent gradual damage caused by heat and moisture, providing better indoor air quality and indoor comfort, and having less wear and tear on existing HVAC systems.

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4018):



Date:	November 23, 2021
Department:	Harbormaster
Project Title:	Kittery Port Authority Boat Reserve
Contact:	John Brosnihan
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	3
Est. Funding Request:	\$ 0
Est. Useful Life (Years):	7-10

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

This reserve funds replacement of the Harbormaster boats. The boats are generally replaced every 7-10 years, based on wear and tear and/or mission needs. The skiff was replaced in 2020 and includes a new trailer and outboard.

The main boat (21' Surfside center console) is proving to be insufficient for the needs and mission of the Harbormaster, including search and rescue and law enforcement on the water. A Port Security grant application was submitted in 2021 to replace the boat, but was unsuccessful in getting federal funds.



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ TBD	Comments:	Continuing to identify other funding sources
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	No

FY23	FY24	FY25	FY26	FY27	Total
\$0	\$150,000	\$10,000	\$10,000	\$15,000	\$185,000

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster BOATS AND VEHICLES																		
				2019 Escalation Factor:		4.0%												
Property	Year Purchased	Model Year	Cost	Replacement Year	Make	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
21' Boat	2017	2013	\$143,200	2025	ill/REPLACE WITH DIFFERENT E			148,928										
Outboard	2017	2013	\$13,000	2025	Evinrude E-Tech 115	115 HP Outboard					17,791							
Electronics Pkg	2020	2020	\$5,800	2025	Garmin/Icom	PS Radio/Radar/Gps					7,938							
Work Skiff	2020	2020	\$17,210	2035	Maritime	1480 Skiff												
Outboard	2020	2020	see Work Skiff above	2035		25 HP Outboard												
21' Trailer	2017	2013	\$4,000	2023	Came with Surfside	Trailer					5,474							
Work Skiff Trailer	2020	2020	see Work Skiff above	2035		Maritime Trailer												
HM Truck	2014	2014	\$20,000	2025	Dodge Quad Cab	Used			25,306									
Account Balance							\$9,288	\$9,288	\$20,360	\$5,054	\$20,054	\$3,850	\$11,350	\$18,850	\$26,350	\$33,850	\$41,350	\$48,850
Cost							-	148,928	25,306	-	31,203	-	-	-	-	-	-	-
Trade-In							\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding							\$0	\$150,000	\$10,000	\$15,000	\$15,000	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Remaining Account Balance							\$9,288	\$20,360	\$5,054	\$20,054	\$3,850	\$11,350	\$18,850	\$26,350	\$33,850	\$41,350	\$48,850	\$56,350

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4055):



Date: November 23, 2021
Department: Harbormaster
Project Title: Kittery Port Authority Equipment Reserve
Contact: John Brosnihan
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 1
Est. Funding Request: \$3,500
Est. Useful Life (Years): Varies

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

This reserve supports the rehab and replacement of equipment that has reached the end of its service life. The KPA/Harbormaster maintain 25 floats and 5 ramps, all of differing ages and level of wear. The equipment also includes hoists used by commercial fishing and kayak racks recently added to the inventory.

FY22 focused on redecking floats to extend their useful life and replacement of Town moorings. The hoist at Government Street pier is also scheduled for replacement.

FY23 will continue with float redecking. Redecking extends the useful life of the floats.



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☒ No ☐

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$
 Salvage Value of Existing Equipment? \$
 Comments:

Project Planning:

Proposed Start Date of Project:
 What Planning Has Been Done for Project?
 Is Funding Necessary for Further Plans/Estimating?
 Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$3,500	\$25,000	\$25,000	\$30,000	\$30,000	\$113,500

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster EQUIPMENT																
Escalation Factor:		4.0%														
Property	Year Purchased	Cost	Replacement Year	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
PEPPERRELL COVE																
Float Replacement	Various	\$40,000	Annual	Various						56,932	59,210	61,578	64,041	66,603	69,267	72,038
Float Refurbishment	Various	\$15,000	Annual	Various	8,000	10,000	10,000	12,000								
Transient Utilities	2014	\$78,000	As Needed	H20+Electricity												
Mooring Replacement	Various	\$5,000	Annual	Various				6,580		7,117						
TRAIP																
Float Replacement	UNK	\$10,000	Annual	Various							14,802	15,395				
Float Refurbishment	UNK	\$10,000	Annual	Various	7,000											
Kayak Rack System	NEW	\$6,000	NA	NEW												
GOV ST																
Wharf	2019	\$500,000	2049													
MISC																
Hoist Replacement (2)	Various	\$4,000	As Needed			4,867				5,693						
Account Balance					\$38,542	\$27,042	\$37,175	\$52,175	\$63,595	\$93,595	\$78,853	\$59,841	\$42,868	\$38,827	\$32,224	\$27,957
Cost					\$15,000	\$14,867	\$10,000	\$18,580	\$0	\$69,742	\$74,012	\$76,973	\$64,041	\$66,603	\$69,267	\$72,038
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost					\$15,000	\$14,867	\$10,000	\$18,580	\$0	\$69,742	\$74,012	\$76,973	\$64,041	\$66,603	\$69,267	\$72,038
CIP Funding					\$3,500	\$25,000	\$25,000	\$30,000	\$30,000	\$55,000	\$55,000	\$60,000	\$60,000	\$60,000	\$65,000	\$55,000
Remaining Account Balance					\$27,042	\$37,175	\$52,175	\$63,595	\$93,595	\$78,853	\$59,841	\$42,868	\$38,827	\$32,224	\$27,957	\$10,919

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4016):



Date: November 23, 2021
Department: Harbormaster
Project Title: Kittery Port Authority Facility Reserve
Contact: John Brosnihan
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 2
Est. Funding Request: \$8,500
Est. Useful Life (Years): Various

Project Type: Check All That Apply -

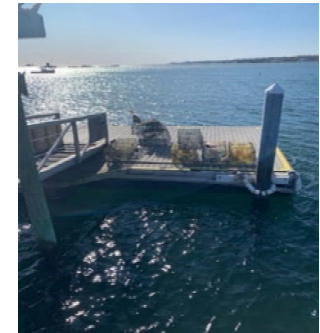
Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improv Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

This reserve funds the replacement and additions to the Town's working and recreational waterfront facilities to include wharf repair, pier replacement/repair as well as buildings and utilities replacement.

The primary focus of the fund for the next few years is the replacement of rider piles at Pepperrell Cove. The rider piles secure the floats to the wharf and are important for recreational and commercial fishing operations.



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☒ No ☐

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ Comments: _____
 Salvage Value of Existing Equipment? \$ Comments: _____

Project Planning:

Proposed Start Date of Project: _____
 What Planning Has Been Done for Project? _____
 Is Funding Necessary for Further Plans/Estimating? _____
 Can the Project be Phased? If yes, expenditure by year _____

FY23	FY24	FY25	FY26	FY27	Total
\$8,500	\$15,000	\$15,000	\$15,000	\$15,000	\$68,500

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster FACILITIES																
2019 Escalation Factor: 4.0%																
Property	Year Purchased	Cost	Replacement Year	Description	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
PEPPERRELL COVE																
Pepperrell Pier	1996	\$58,500	2036	East Pier												
Transient Ramp	2014	\$35,000	2034													63,033
Frisbee Pier	2012	\$450,000	2052	West Pier												
Frisbee Ramp1	UNK	\$18,000	2022					23,687								
Frisbee Ramp2	2012	\$18,000	2032											29,971		
Frisbee Ramp 3	UNK	\$13,000	2029								19,243					
HM Office	1997	\$47,000	2040													
Wharf Utilities	2014	\$83,400	2040													
Rider Piling Replacement	Various		Various		12,500		12,500		12,500		12,500					
Seawall	UNK															
TRAIP																
HM Shed	2020	\$6,500	NEW													
GOV ST																
Govt.St. Pier	2019	\$500,000	2059													
RICE AVE																
Storage Bldg	Unk	\$15,000	2025					18,980								
Account Balance					\$22,884	\$18,884	\$33,884	\$17,404	\$8,717	\$11,217	\$26,217	\$4,474	\$14,474	\$34,474	\$24,502	\$54,502
Cost					\$12,500	\$0	\$31,480	\$23,687	\$12,500	\$0	\$31,743	\$0	\$0	\$29,971	\$0	\$63,033
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding					\$8,500	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$10,000	\$10,000	\$20,000	\$20,000	\$30,000	\$35,000
Remaining Account Balance					\$18,884	\$33,884	\$17,404	\$8,717	\$11,217	\$26,217	\$4,474	\$14,474	\$34,474	\$24,502	\$54,502	\$26,469

Kittery Port Authority
Long-Term Capital Ideas/Goals
Established February 27, 2020

- Existing Facility Repair and Replacement:
 - Pepperrell Cove boat ramp and seawall repair/rebuild - COMPLETE
- Maintain or Improve Draft - Dredge
 - Pepperrell Cove ~ \$250K - \$1M (depending on area to be dredged)
- Improve navigation and mooring capacity – mooring field re-grid
 - Back Channel – Capital not needed
- Provide more access for non-motorized craft
 - Add or formalize boat/kayak/paddleboard launches at other Town owned property - IN PROGRESS
- Preserve commercial fishing access to waterfront
 - Identify strategic areas and desirable parcels to acquire or protect for commercial fishing in town
- Expand Pepperrell Cove facility
 - Investigate opportunities to expand parking over the water, and add decks to expand pedestrian flow around the site ~ \$35,000 for feasibility study, implementation costs TBD
- Create space to store Harbormaster boats and various equipment
- Preserve and improve Rice Ave Facility
 - Protect against encroachment
 - Beautify/add amenities

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4022):



Date:	November 23, 2021
Department:	Kittery Police Department
Project Title:	Police Vehicle Reserve
Contact:	Chief Robert Richter
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project

Dept. Priority (1 of 3, etc.):	1
Est. Funding Request:	\$140,000
Est. Useful Life (Years):	3 - 5

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

This reserve is for replacement of police cruisers and vehicles. Front line vehicles are scheduled to be replaced every three years, with the usable vehicles cycling down for non-patrol operations. Other vehicle replacements are based on condition, mileage, and general wear and tear. The department is transitioning to hybrid cruisers. The inflation factor has been increased to 4% to reflect current market trends.

FY21 and FY22 front-line vehicle replacements have been ordered but, due to supply shortages, are experiencing significant delay in getting on the road. This means cruisers are being cycled down to non-patrol operations with higher mileage and more wear and tear. The replacement schedule for cruisers has been revised to reflect the supply chain delays experienced in FY21 and FY22. The CIP plan has the reserve balance being increased in the next few years, in anticipation of non-patrol vehicles needing replacement sooner than anticipated due to the cycling down delays.



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost:	\$	CIP Funding Needed:	\$
Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY23	FY24	FY25	FY26	FY27	Total
\$140,000	\$130,000	\$165,000	\$165,000	\$165,000	\$765,000

Please Provide and/or Attach Additional Project Details

Town of Kittery															
Police															
VEHICLES															
2022															
Escalation Factor: 4.0%															
Replacement															
Vehicle	Model Year	Cost	Year	Make	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Front Line Cruiser	2021	\$62,000	3 YR	Ford Explorer			69,742			78,450			88,245		
Front Line Cruiser	2021	\$62,000	3 YR	Ford Explorer			69,742			78,450			88,245		
Front Line Cruiser	2018	\$55,000	3 YR	Ford Explorer					75,432			84,851			95,446
Front Line Cruiser	2018	\$55,000	3 YR	Ford Explorer					75,432			84,851			95,446
Front Line Cruiser	2018	\$62,000	3 YR	Ford Explorer	64,480			72,531			81,588			91,775	
Front Line Supervisor	2021	\$62,000	3 YR	Ford Explorer			69,742			78,450			88,245		
Animal Control	2020	\$29,203	2029	F150 Pickup							38,429				
Detective	2017		Rotation FL	Ford Explorer											
Detective	2017		Rotation FL	Ford Explorer											
School Resource Officer	2017	\$61,000	Rotation FL	Ford Explorer											
Supervisor - Admin	2018	\$50,000	2023	Ford Explorer - Admin Pkg	52,000										
Supervisor - Admin	2019	\$50,000	2026	Ford Explorer - Admin Pkg				58,493							
Spare Unmarked	2015		Rotation FL	Ford Explorer											
Motorcycle	NEW	\$28,000	2026					32,756						41,447	
Account Balance					\$0	\$23,520	\$153,520	\$109,295	\$110,515	\$124,650	\$64,301	\$119,284	\$124,581	\$34,845	\$66,623
Cost					116,480	-	209,225	163,780	150,865	235,349	120,017	169,703	264,736	133,222	190,892
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding					\$140,000	\$130,000	\$165,000	\$165,000	\$165,000	\$175,000	\$175,000	\$175,000	\$175,000	\$165,000	\$165,000
Remaining Account Balance					\$23,520	\$153,520	\$109,295	\$110,515	\$124,650	\$64,301	\$119,284	\$124,581	\$34,845	\$66,623	\$40,731

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4129):



Date:	November 22, 2021	Dept. Priority (1 of 3, etc.):	1
Department:	Police Department	Est. Funding Request:	\$10,000
Project Title:	Police Equipment Reserve	Est. Useful Life (Years):	Various
Contact:	Chief Robert Richter		
Type of Request?	<input checked="" type="checkbox"/> Ongoing Reserve <input type="checkbox"/> One-time project		

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improv Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Police utilize a variety of equipment in the course of conducting public safety work including the fingerprint machine, firearms and firearm storage equipment, cameras, radios, and cruiser equipment. The service life of firearms, portable radios and electronic control weapons (tasers) is about 7-10 years. Most of this equipment has been upgraded in the past three years. The current projected replacement cost for each is as follows: firearms- \$15,000, portable radios - \$57,500, tasers - \$45,000, patrol rifles - \$22,000.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Project Financing (if One-Time Project Request):					
Project Costs:	\$	CIP Funding Needed:			
Other Funding Sources:					
Amount and Type of Other Funding Sources:	\$	Comments:			
Salvage Value of Existing Equipment?	\$	Comments:			
Project Planning:					
Proposed Start Date of Project:					
What Planning Has Been Done for Project?					
Is Funding Necessary for Further Plans/Estimating?					
Can the Project be Phased? If yes, expenditure by year					
FY23	FY24	FY25	FY26	FY27	Total
\$10,000	\$35,000	\$35,000	\$35,000	\$15,000	\$130,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4100):



Date: November 23, 2021
Department: Fire Department
Project Title: Fire Facility Reserve
Contact: Chief David O'Brien
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 2
Est. Funding Request: \$0
Est. Useful Life (Years): 100

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

Our two fire stations were built in 2006-2007. They were designed for a 100-year life cycle based on estimated town growth and estimated changes in fire apparatus and equipment. The buildings were constructed to provide a long-term maintenance free exterior. However, like all buildings, maintenance is needed to meet the expected life cycle and also enhance energy efficiencies as they are developed. The past two FY years have funded high efficiency boiler replacement in both stations. The Gorges Road Station is facing repair work to the concrete ramp in front of the apparatus bays and both stations will be in need of apparatus floor repair work in the near future. The Gorges Road Station was approved for expansion by Warrant Article in 2021 (associated with sale of Walker Station). The project is being bid now and construction is expected to take place in 2022. The project includes addition of two bays, sleeping quarters and upgrade of kitchen to meet commercial code.



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed: \$

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ Comments:
 Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project:
 What Planning Has Been Done for Project?
 Is Funding Necessary for Further Plans/Estimating?
 Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4026):



Date: November 23, 2021
Department: Administration
Project Title: Records Preservation
Contact: Kendra Amaral, Town Manager
Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 1
Est. Funding Request: \$12,000
Est. Useful Life (Years): 200-300 years

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Restoration of Town records using a de-acidification process to remove acid from the paper, mending/laminating of the pages if necessary and re-sewing and re-binding the books.

In addition to the marriage records, Selectmen/Council minutes dating back to the early 1960's will also be addressed. Restoring and preserving Town records is critical as old records were instrumental in Kittery winning the land dispute for the Portsmouth Naval Ship Yard back in 2000.

This project is expected to be completed in FY26 with all historic records being preserved. Thereafter, annual costs for preservation of new records will be incorporated into the annual operating budget.

Photo (click image to insert):



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost: \$ CIP Funding Needed:

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ Comments:

Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project:

What Planning Has Been Done for Project?

Is Funding Necessary for Further Plans/Estimating?

Can the Project be Phased? If yes, expenditure by year

FY23	FY24	FY25	FY26	FY27	Total
\$12,000	\$12,000	\$12,000	\$12,000	\$0	\$48,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (NEW):



Date:	November 23, 2021	Dept. Priority (1 of 3, etc.):	1
Department:	Kittery Public Works	Est. Funding Request:	\$37,000
Project Title:	Fort Foster Invasive Plant Management	Est. Useful Life (Years):	
Contact:	David Rich	How Many Years Needed to Complete	6
Type of Request?	<input type="checkbox"/> Ongoing Reserve <input checked="" type="checkbox"/> One-time project		

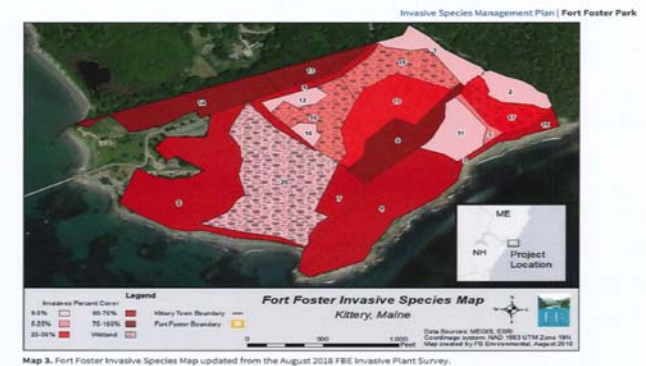
Project Type: Check All That Apply -

Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>
Improve Public/Staff safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

The invasive plant management program includes a combination of mechanical, chemical, and hand removal of identified invasive plants at Fort Foster. The Contractor will perform all mechanical and chemical removal. The Contractor will also oversee a team of volunteers in the hand-removal of various invasive plants. Year one of the bid was implemented in FY22 and funded through the Wetlands Mitigation Fund.

Photo (click image to insert):



Climate Change/Sustainability: Is the project vulnerable to climate change or sea level rise? Yes ☒ No ☐

Project Financing (if One-Time Project):

Total Project Cost:	\$198,000	CIP Funding Needed:	\$133,000
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ 65,000	Comments:	Wetlands Mitigation Fund
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	Started in FY22
What Planning Has Been Done for Project?	Invasive mapping project and invasive management plan development
Is Funding Necessary for Further Plans/Estimating?	No
Can the Project be Phased? If yes, expenditure by year	Phased over six years

FY23	FY24	FY25	FY26	FY27	Total
\$37,000	\$24,000	\$24,000	\$24,000	\$24,000	\$133,000

Please Provide and/or Attach Additional Project Details

Fort Foster Invasive Plant Management

Tasks	FY22	FY23	FY24	FY25	FY26	FY27	Totals
Professional services							
Consultant services	\$ 5,000	\$ 6,265	\$ 6,265	\$ 6,265	\$ 6,265	\$ 6,265	\$ 36,325
Regulatory- permit app's/ compliance	\$ 3,370	\$ 1,195	\$ 1,195	\$ 1,195	\$ 1,195	\$ 1,195	\$ 9,345
Integrated Vegetation Management (IVM)							
Hydraulic mowing with excavator	\$ 19,845	\$ 10,535					\$ 30,380
Manual cutting/ pulling	\$ 15,410	\$ 7,705	\$ 5,561	\$ 5,561	\$ 5,561	\$ 5,561	\$ 45,359
Weed wrenching	\$ 3,551	\$ 3,551	\$ 3,551	\$ 3,551	\$ 3,551	\$ 3,551	\$ 21,306
Herbicide applications- upland	\$ 9,450	\$ 3,555	\$ 3,555	\$ 3,555	\$ 3,555	\$ 3,555	\$ 27,225
Herbicide applications- aquatic	\$ 7,490	\$ 3,790	\$ 3,790	\$ 3,790	\$ 3,790	\$ 3,790	\$ 26,440
Totals	\$ 64,116	\$ 36,596	\$ 23,917	\$ 23,917	\$ 23,917	\$ 23,917	\$ 196,380
Wetlands Mitigation Funds Request	\$ 65,000						
CIP Funds Request		\$ 37,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (NEW):



Date:	December 15, 2021	Dept. Priority (1 of 3, etc.):	2
Department:	Kittery Public Works	Est. Funding Request:	\$ 0
Project Title:	Bicycle & Pedestrian Master Plan Implementation	Est. Useful Life (Years):	TBD
Contact:	David Rich	How Many Years Needed to Complete?	TBD
Type of Request?	<input type="checkbox"/> Ongoing Reserve <input checked="" type="checkbox"/> One-time project		

Project Type: Check All That Apply -

Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

The Town recently completed a Bicycle & Pedestrian Master Plan. The Plan identifies priority areas for bicycle lanes, crosswalks, intersection improvements, sidewalks, and other measures to improve the safety and comfort of pedestrians and cyclists.

Through this project, the Town will implement the recommendations which may require engineering, construction, and equipment purchases. Projects range in cost from \$15,000 to \$145,000.

Photo (click image to insert):



Climate Change/Sustainability: Are the assets vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Cost:	\$	CIP Funding Needed:	\$640,000
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$100,000	Comments:	FY23 funding through ARPA fund allocation per Council
Salvage Value of Existing Equipment?	\$	Comments:	

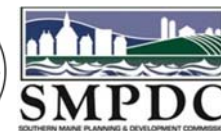
Project Planning:

Proposed Start Date of Project:	July 2022
What Planning Has Been Done for Project?	Bike/Ped Master Plan
Is Funding Necessary for Further Plans/Estimating?	Yes
Can the Project be Phased? If yes, expenditure by year	Yes

FY23	FY24	FY25	FY26	FY27	Total
\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$150,000

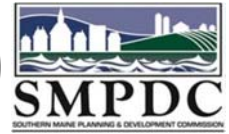
Please Provide and/or Attach Additional Project Details

KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2021)



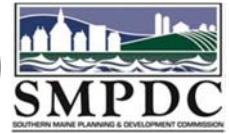
Implementation Matrix

LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
<i>John Paul Jones Park (North Side)</i>	Intersection	Bicycle	Cross-Bike (3)	\$371.25	Short-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (4)	\$3,299.45	Short-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (4)	\$450.00	Short-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (8)	\$19,017.78	Mid-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (1)	\$4,714.80	Long-Term	Kittery	MaineDOT
		Multimodal	Stop Bar (1)	\$45.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$13,339.33	Mid-Term	Kittery	MaineDOT
		Bicycle	Wayfinding Sharrows (2)	\$105.78	Short-Term	Kittery	MaineDOT
		Bicycle	Pocket Bike Lane (1)	\$438.75	Short-Term	Kittery	MaineDOT
<i>John Paul Jones Park (South Side)</i>	Intersection	Bicycle	Cross-Bike (3)	\$253.13	Short-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (3)	\$240.00	Short-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (6)	\$14,263.33	Mid-Term	Kittery	MaineDOT
		Multimodal	Traffic Diverter (1)	\$5,999.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (2)	\$1,456.90	Short-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Kittery	MaineDOT
<i>John Paul Jones Park (Accents)</i>	Corridor	Bicycle	Painted Bike Lanes (Green) (3)	\$7,732.13	Short-Term	Kittery	MaineDOT
	Supporting Facilities	Bicycle	Bike Parking Area (Covered)	\$13,294.77	Mid-Term	Kittery	MaineDOT
<i>Shapleigh Rd @ Buckley Way / Manson Ave</i>	Intersection	Pedestrian	Curb Extension (Flex-Posts) (4)	\$2,571.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (2)	\$225.00	Short-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (6)	\$14,263.33	Mid-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Kittery	MaineDOT
		Pedestrian	Stop Bar (2)	\$60.00	Short-Term	Kittery	MaineDOT



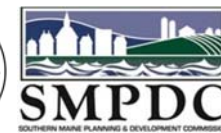
KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2021)

LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
		Pedestrian	Advance Warning Signage (MUTCD W11-2) (4)	\$1,824.00	Short-Term	Kittery	MaineDOT
		Multimodal	Warrant & Capacity Analysis for Potential Signal (1)	\$5,000.00	Long-Term	Kittery	MaineDOT
<i>Shapleigh Rd - Between Buckley Way & Walgreen's</i>	Corridor	Bicycle	Wayfinding Sharrows (2)	(Corridor)	Short-Term	Kittery	MaineDOT
		Pedestrian	Pedestrian Lane (Flex-Posts) (1)	(Corridor)	Short-Term	Kittery	MaineDOT
		Pedestrian	Sidewalk (1)	\$45,205.52	Long-Term	Kittery	MaineDOT
<i>Shapleigh Rd @ Walgreen's Driveway</i>	Intersection	Pedestrian	Continental Crosswalk (1)	\$131.25	Short-Term	Kittery	MaineDOT
		Bicycle	Cross-Bike (1)	\$59.06	Short-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Mid-Term	Kittery	MaineDOT
<i>Buckley Way - Between Shapleigh Rd and Rogers Rd</i>	Corridor	Pedestrian	Sidewalk (325 LF)	\$48,169.81	Long-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (1)	\$90.00	Long-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Long-Term	Kittery	MaineDOT
<i>Route 103 @ Wentworth St / Rogers Rd</i>	Intersection	Pedestrian	Continental Crosswalk (2)	\$356.25	Short-Term	Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$17,785.78	Long-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (1)	\$514.20	Short-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (1)	\$4,714.80	Long-Term	Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Flex-Posts) (1)	\$857.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Curbing) (1)	\$10,398.13	Long-Term	Kittery	MaineDOT
		Pedestrian	Stop Bar (1)	\$30.00	Short-Term	Kittery	MaineDOT



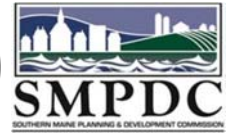
KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2021)

LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
<i>Route 103 @ Wentworth St / Rogers Rd (Southern Approach)</i>	Corridor	Traffic Calming	Channelizing Triangle (Flex-Posts) (2)	\$339.06	Short-Term	Kittery	MaineDOT
		Traffic Calming	Channelizing Triangle (Curbing) (2)	\$7,105.02	Long-Term	Kittery	MaineDOT
		Traffic Calming	Median (Flex-Posts) (1)	\$754.16	Short-Term	Kittery	MaineDOT
		Traffic Calming	Median (Curbing) (1)	\$10,398.13	Long-Term	Kittery	MaineDOT
<i>Route 103 @ Route 236 @ Woodlawn Ave</i>	Intersection	Pedestrian	Curb Extension (Flex-Posts) (4)	\$3,470.85	Short-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (4)	\$18,859.18	Long-Term	Kittery	MaineDOT
		Bicycle	Cross-Bike (2)	\$278.44	Short-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (2)	\$337.50	Short-Term	Kittery	MaineDOT
		Multimodal	Stop Bar (2)	\$75.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Flex-Posts) (1)	\$1,122.67	Short-Term	Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Curbing) (1)	\$11,730.86	Long-Term	Kittery	MaineDOT
		Multimodal	Warrant & Capacity Analysis for Potential Signal (1)	\$10,000.00	Long-Term	Kittery	MaineDOT



KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2021)

LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
<i>Main St @ Walker St</i>	Intersection	Pedestrian	Curb Extension (Flex-Posts) (2)	\$1,028.40	Short-Term	Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Mid-Term	Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (1)	\$93.75	Short-Term	Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$11,116.11	Long-Term	Kittery	MaineDOT
		Pedestrian	Yield to Pedestrians Signage (MUTCD R1-6) (2)	\$480.00	Short-Term	Kittery	MaineDOT
		Pedestrian	Advance Warning Signage (MUTCD W11-2) (4)	\$1,824.00	Mid-Term	Kittery	MaineDOT
		Pedestrian	Turning Vehicles Yield to Pedestrians (MUTCD R10-15) (2)	\$600.00	Mid-Term	Kittery	MaineDOT
<i>Main St @ Walker St</i>	Intersection	Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	MaineDOT	Kittery
		Pedestrian	Continental Crosswalk (2)	\$225.00	Mid-Term	MaineDOT	Kittery
		Pedestrian	Stop Bar (2)	\$45.00	Mid-Term	MaineDOT	Kittery
<i>Route 103 (Pepperrell Rd)</i>	Corridor	Bicycle	Haley Rd - Fort Rd: Super Greenbacks + Gauntlet of Other Measures (Both Directions)	\$54,380.18	Long-Term	Kittery	MaineDOT
		Bicycle	Fort Rd - Kittery Point Bridge: Super Greenbacks + Gauntlet of Other Measures (Both Directions)	\$83,081.07	Mid-Term	Kittery	MaineDOT
<i>Shapleigh Rd (Route 236)</i>	Corridor	Bicycle	Route 103 (Whipple Rd) - Walgreen's: Protected Bike Lanes (Both Directions)	\$8,782.90	Mid-Term	Kittery	MaineDOT
		Bicycle	Walgreen's - Buckley Way: Pedestrian Lane (SB) + Buffered (No Vertical) Bike Lane (NB)	\$5,872.39	Mid-Term	Kittery	MaineDOT



KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2021)

LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
<i>Rogers Rd (Route 236)</i>	Corridor	Bicycle	Buckley Way - Rogers Rd Split: Super Greenbacks + Signage (Both Directions)	\$6,020.27	Short-Term	Kittery	MaineDOT
		Bicycle	Rogers Rd Split - Goodsoe Rd: Conventional Bike Lanes (Both Directions)	\$14,317.25	Short-Term	Kittery	MaineDOT
		Bicycle	Goodsoe Rd - Shepard's Cove Rd: Super Greenbacks + Signage (SB) + Barrier- Separated Bi-Directional Pedestrian Lane (NB)	\$33,802.90	Long-Term	Kittery	MaineDOT
<i>US-1</i>	Corridor	Bicycle	Haley Rd - Lewis Rd: Rumble Strips (Both Directions)	\$15,471.30	Mid-Term	Kittery	MaineDOT
		Bicycle	Lewis Rd - Town Line: Rumble Strips (Both Directions)	\$27,717.68	Mid-Term	Kittery	MaineDOT

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (NEW):



Date:	December 28, 2021	Dept. Priority (1 of 3, etc.):	2
Department:	Town Manager	Est. Funding Request:	\$30,000
Project Title:	Memorial Field Assessment	Est. Useful Life (Years):	N/A
Contact:	Kendra Amaral, Town Manager	How Many Years Needed to Complete?	1
Type of Request?	<input type="checkbox"/> Ongoing Reserve <input checked="" type="checkbox"/> One-time project		

Project Type: Check All That Apply -

Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input checked="" type="checkbox"/>	Deemed Critical by Dept.	<input type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Improve Public/Staff safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description: **Photo (click image to insert):**

The Youth Athletic Advisory Committee (YAAC) has reviewed the Athletic Field Master Plan and have chosen to prioritize Memorial Field as the next area of focus for the town's playing field improvement efforts.

This project will assess Memorial Field for an upgrade that may include an artificial turf field or natural field reconstruction, lights, new field house, and parking improvements.



Climate Change/Sustainability: Is the project vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost:	\$30,000	CIP Funding Needed:	\$30,000
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	July 2022
What Planning Has Been Done for Project?	Athletic Field Master Plan
Is Funding Necessary for Further Plans/Estimating?	Funding will be necessary for design and construction
Can the Project be Phased? If yes, expenditure by year	No

FY23	FY24	FY25	FY26	FY27	Total
\$30,000	\$0	\$0	\$0	\$0	\$30,000

Please Provide and/or Attach Additional Project Details

2023 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4123):



Date:	November 23, 2021	Dept. Priority (1 of 3, etc.):	1
Department:	Town Manager	Est. Funding Request:	\$210,000
Project Title:	LED Lighting Conversion	Est. Useful Life (Years):	20
Contact:	Kendra Amaral, Town Manager	How Many Years Needed to Complete	2
Type of Request?	<input type="checkbox"/> Ongoing Reserve <input checked="" type="checkbox"/> One-time project		

Project Type: Check All That Apply -

Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve Energy Eff	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Improve Public/Staff safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description: **Photo (click image to insert):**

This project will implement an LED conversion of interior lighting for Town Hall complex (including School Offices and Police) and KCC. Once complete, the project will reduce annual electrical consumption by approximately 70% for these buildings. Average ROI for the full project is 9.32 years. The KCC has a higher energy reduction due to the type of fixtures and hours of operation of that building compared to Town Hall complex.

Project costs are net anticipated Efficiency Maine incentives.

The project will be broken up over two years to meet funding availability; with the KCC and possibly the Police Station occurring in Year 1 and the Town Hall and DPW in Year 2.



Climate Change/Sustainability: Is the project vulnerable to climate change or sea level rise? Yes ☐ No ☒

Project Financing (if One-Time Project):

Total Project Cost:	\$210,000	CIP Funding Needed:	\$170,000
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ 35,000	Comments:	Existing funds from Streetlight conversion project
Salvage Value of Existing Equipment?	\$	Comments:	

Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$	Comments:	
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Project Planning:

Proposed Start Date of Project:	July 2022
What Planning Has Been Done for Project?	Initial assessment of buildings, fixture counts, electrical evaluation
Is Funding Necessary for Further Plans/Estimating?	No
Can the Project be Phased? If yes, expenditure by year	Not ideal but is being planned as a phased project.

FY23	FY24	FY25	FY26	FY27	Total
\$75,000	\$95,000	\$0	\$0	\$0	\$170,000

Please Provide and/or Attach Additional Project Details

PROJECTS ON THE HORIZON

PROJECTS IMPACTING FINANCIAL POSITION
CAPITAL IMPROVEMENT PLAN
FY23 - FY27

FY22 Unassigned Fund Balance (Undesignated Reserve)	\$8,131,323
Policy Requirement (2.5 months of Town and School operating budgets)	<u>\$7,311,338</u>
Surplus/(Deficit)	\$819,985

Planned	Funded Year	COST	Unassigned Fund	Capital	Annual Debt	Grants
Senior Tax Circuit Breaker	Ongoing	\$50,000	\$ 50,000	\$ -	\$ -	\$ -
Compensated Absences	Ongoing	\$125,000	\$ 125,000	\$ -	\$ -	\$ -
In Evaluation Phase						
Ambulance Relocation ¹						
Memorial Field ²	TBD	\$1,000,000	Assessment funding request for FY23			
Stevenson Sidewalk ³	TBD	\$650,000	\$ 350,000			
Removal of Cole Street Bldg	TBD	\$80,000	Investigating Brownfields Funding through SMPDC			
Legion Pond (grants still be pursued for project) ⁶	2024	\$262,000	To Be Determined			
Bike/Ped Master Plan Implementation	TBD	\$590,000	Includes Mid- and Long- term improvements			
Considered						
Dredge Pepperell Cove - Engineering and Permitting (incl.) ⁴	2022	\$ 272,250	To Be Determined			
Love Lane Sidewalks ⁵	TBD	1,900,000	To Be Determined			
TOTAL		\$ 4,929,250	\$ 175,000	\$ 350,000	\$ -	\$ -

Notes:

1. Warrant article approved June 2021 for Ambulance Relocation
2. Memorial Field Phase 1 includes field renovation, lighting, and parking lot expansion.
3. Estimate based on design. \$400,000 grant application submitted to MDOT; grant not awarded. Will reapply in July 2022.
4. Estimate based on broad assumption of acreage and prevailing cost for dredging in Maine. Federal dredging may offset a portion of costs, but not all as a good portion of the project will not be within the FNP.
5. Striping seems to be sufficient for now.

APPENDIX A - DEBT SCHEDULE

Year Issued Project Total Bonded	Municipal Debt - Tax Funds														Tax Funds Municipal Total
	2006/2016 Refund		2010/2021 Refund		2012		2016		2014A		2016		2021		
	Fire Stations		PWD 675,000/175,250		Frisbee - Com Ctr 5,500,000		CIP- Roads/KCC Annex 2,258,000		KLT Rustlewood 150,000		KLT Braveboat 275,000		Rice Library		
	Princ	Interest	Princ	Interest	Princ	Interest	Princ	Interest	Princ	Interest	Princ	Interest	Princ	Interest	
2004															0
2005															0
2006															0
2007		83,742													83,742
2008	155,000	114,469													269,469
2009	155,000	107,881													262,881
2010	155,000	101,294													256,294
2011	155,000	94,706		11,675	0	0									261,381
2012	155,000	88,119		19,825	0	0									262,944
2013	155,000	81,338	35,000	19,475	275,000	126,775									692,588
2014	155,000	74,363	35,000	18,775	275,000	121,275									679,413
2015	155,000	67,388	35,000	18,075	275,000	115,775				4,034					670,272
2016	155,000	60,413	35,000	17,375	275,000	110,275		28,350	6,043	4,272					691,728
2017	125,000	42,213	35,000	16,675	275,000	104,775	233,000	42,830	6,076	4,239		6,318			891,126
2018	125,000	22,100	35,000	15,975	275,000	99,275	225,000	38,250	6,127	4,188	11,352	6,738			864,004
2019	115,000	19,700	35,000	15,231	275,000	93,775	225,000	33,750	6,199	4,116	11,463	6,627			840,861
2020	115,000	17,400	35,000	14,400	275,000	88,275	225,000	29,250	6,292	4,023	11,592	6,498			827,729
2021	115,000	15,100	35,000	6,981	275,000	82,775	225,000	24,750	6,407	3,907	11,741	6,349			808,011
2022	115,000	12,800	16,500	5,474	275,000	77,275	225,000	20,250	6,545	3,770	11,910	6,180	240,000	113,133	1,128,835
2023	115,000	10,500	16,500	4,558	275,000	71,775	225,000	15,750	6,701	3,614	12,101	5,989	240,000	97,230	1,099,717
2024	110,000	8,250	16,250	4,063	275,000	66,275	225,000	11,250	6,874	3,441	12,314	5,776	240,000	90,030	1,074,522
2025	110,000	6,050	16,250	3,575	275,000	60,088	225,000	6,750	7,063	3,252	12,550	5,540	240,000	82,830	1,053,947
2026	110,000	3,713	16,250	3,088	275,000	53,900	225,000	2,250	7,271	3,044	12,807	5,282	240,000	75,630	1,033,234
2027	110,000	1,238	16,250	2,600	275,000	47,025			7,502	2,813	13,088	5,001	240,000	68,430	788,947
2028			16,250	2,113	275,000	40,150			7,757	2,558	13,404	4,685	240,000	61,230	663,147
2029			16,250	1,625	275,000	32,588			8,032	2,283	13,763	4,327	240,000	54,030	647,897
2030			16,250	1,138	275,000	25,025			8,326	1,988	14,158	3,931	240,000	46,830	632,647
2031			16,250	650	275,000	16,913			8,642	1,672	14,585	3,504	240,000	39,630	616,847
2032			16,250	163	275,000	8,663			8,981	1,334	15,043	3,047	235,000	32,430	595,909
2033									9,338	977	15,531	2,558	235,000	30,080	293,484
2034									9,715	600	16,050	2,040	235,000	27,495	290,899
2035									10,111	203	16,597	1,493	235,000	24,793	288,197
2036											17,172	918	235,000	21,855	274,945
2037											17,779	311	235,000	18,683	271,772
2038													235,000	15,275	250,275
2039													235,000	11,633	246,633
2040													235,000	7,873	242,873
2041													235,000	3,995	238,995
TOTAL	2,660,000	1,032,774	494,250	203,506	5,500,000	1,442,650	2,258,000	253,430	150,000	60,328	275,000	93,111	4,750,000	923,113	19,367,662

Year Issued Project Total Bonded	School Debt - Tax Funds						Tax Funds School Total
	2002/2013 Refund		2010/2021 Refund		2016		
	MITCHELL		MITCHELL & SHAPLEIGH		CIP Schools		
	4,220,000		6,525,000/3,405,750		821,000		
	Princ	Interest	Princ	Interest			
2004	215,000	264,367					479,367
2005	215,000	158,694					373,694
2006	215,000	151,906					366,906
2007	215,000	144,719					359,719
2008	210,000	137,813					347,813
2009	210,000	130,725					340,725
2010	210,000	123,375					333,375
2011	210,000	116,025		114,465			440,490
2012	210,000	108,150		194,375			512,525
2013	210,000	99,881	325,000	191,125			826,006
2014	210,000	40,399	325,000	184,625			760,024
2015	210,000	32,130	325,000	178,125			745,255
2016	210,000	28,980	325,000	171,625		10,308	745,913
2017	210,000	25,830	325,000	165,125	86,000	15,560	827,515
2018	210,000	22,628	325,000	158,625	85,000	13,850	815,103
2019	210,000	18,900	325,000	151,719	85,000	12,150	802,769
2020	210,000	14,700	325,000	144,000	85,000	10,450	789,150
2021	210,000	10,500	325,000	139,938	80,000	8,800	774,238
2022	210,000	6,300	313,500	103,997	80,000	7,200	720,997
2023	210,000	2,100	313,500	86,593	80,000	5,600	697,793
2024			308,750	77,188	80,000	4,000	469,938
2025			308,750	67,925	80,000	2,400	459,075
2026			308,750	58,663	80,000	800	448,213
2027			308,750	49,400			358,150
2028			308,750	40,138			348,888
2029			308,750	30,875			339,625
2030			308,750	21,613			330,363
2031			308,750	12,350			321,100
2032			308,750	3,088			311,838
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
2039							
2040							
2041							
TOTAL	4,220,000	1,638,120	6,330,750	2,345,574	821,000	91,118	15,446,562

Year Issued Project Total Bonded	Sewer Debt - Other Funds						Other Funds Sewer Total	All Funds Grand Total
	1992, 2003		2010		2016			
	SEWER SRF		SEWER SRF		SEWER SRF			
	Refunded							
	Princ	Interest	Principle	Interest	Princ	Interest		
2004							0	479,367
2005							0	373,694
2006							0	366,906
2007							0	443,461
2008							0	617,281
2009							0	603,606
2010							0	589,669
2011	213,624	7,083	148,452	56,454			425,613	1,127,484
2012	206,541	3,541	149,937	56,528			416,548	1,192,016
2013	265,038	19,879	151,436	38,761			475,113	1,993,707
2014	65,959	11,570	152,950	37,246			267,726	1,707,162
2015	66,919	10,571	154,480	35,717			267,687	1,683,214
2016	67,921	9,440	156,025	34,172			267,558	1,705,198
2017	68,967	8,336	157,585	32,612	377,865	199,810	845,175	2,563,816
2018	70,059	7,215	159,161	31,036	379,594	122,147	769,211	2,448,317
2019	71,197	5,889	160,752	29,444	383,410	118,332	769,024	2,412,653
2020	72,381	3,182	162,360	27,837	387,262	114,478	767,499	2,384,379
2021	71,482	2,535	163,983	26,213	391,155	110,586	765,954	2,348,202
2022	70,474	1,859	165,623	24,573	395,086	106,655	764,270	2,614,103
2023	70,646	1,155	167,279	22,917	399,057	102,684	763,738	2,561,247
2024			168,952	21,244	403,067	98,674	691,937	2,236,397
2025			170,642	19,555	573,589	102,072	865,858	2,378,880
2026			172,348	17,848	579,354	96,308	865,858	2,347,305
2027			174,072	16,125	585,177	90,485	865,859	2,012,956
2028			175,812	14,384	591,058	84,604	865,858	1,877,892
2029			177,571	12,626	596,998	78,663	865,858	1,853,380
2030			179,346	10,850	602,999	72,663	865,859	1,828,868
2031					609,058	66,603	675,661	1,613,608
2032					615,179	60,482	675,661	1,583,408
2033					621,362	54,299	675,662	969,146
2034					627,608	48,053	675,661	966,560
2035					633,915	41,747	675,662	963,858
2036					640,286	35,376	675,662	950,606
2037							0	271,772
2038							0	250,275
2039								
2040								
2041								
TOTAL	1,381,208	92,254	3,268,766	566,145	10,393,077	1,804,721	17,506,171	52,320,396

APPENDIX B - TAX ASSET DETAIL

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Town of Kittery (Gov. Activities)
Capital Plan: Assets by Class and Department
 Fiscal Year End: 6/30/2021

Asset Class/Dept	Total Original Cost	Total Replacement Cost	Annual Depreciation	Accumulated Depreciation
Building Improvements				
Fire	\$388,408.00	\$0.00	\$15,319.00	\$169,132.00
General Government	\$196,964.00	\$0.00	\$5,525.00	\$33,760.00
Harbormaster	\$37,069.00	\$0.00	\$1,400.00	\$15,920.00
Health and Sanitation	\$34,183.00	\$0.00	\$1,709.00	\$22,219.00
Police	\$37,618.00	\$0.00	\$1,881.00	\$1,881.00
Public Works	\$174,938.00	\$0.00	\$5,022.00	\$71,377.00
Recreation	\$181,416.00	\$0.00	\$6,813.00	\$75,676.00
Rice Public Library	\$87,390.00	\$0.00	\$10,479.00	\$70,267.00
School	\$812,258.00	\$0.00	\$38,992.00	\$295,226.00
Subtotals	\$1,950,244.00	\$0.00	\$87,140.00	\$755,458.00
Buildings				
Fire	\$2,289,800.00	\$0.00	\$61,667.00	\$946,467.00
General Government	\$2,727,000.00	\$0.00	\$90,900.00	\$2,181,600.00
Harbormaster	\$757,579.00	\$0.00	\$28,849.00	\$301,049.00
Health and Sanitation	\$24,000.00	\$0.00	\$800.00	\$19,200.00
Police	\$84,458.00	\$0.00	\$0.00	\$84,458.00
Public Works	\$1,866,645.00	\$811,479.00	\$51,009.00	\$1,379,881.00
Recreation	\$8,831,102.00	\$2,899,969.00	\$131,644.00	\$4,152,707.00
School	\$24,838,445.00	\$6,522,528.00	\$353,234.00	\$18,628,620.00
Subtotals	\$41,419,029.00	\$10,233,976.00	\$718,103.00	\$27,693,982.00

Construction in Progress

General Government	\$4,240.00	\$0.00	\$0.00	\$0.00
Recreation	\$382,517.00	\$0.00	\$0.00	\$0.00
Rice Public Library	\$1,137,541.00	\$0.00	\$0.00	\$0.00
Subtotals	\$1,524,298.00	\$0.00	\$0.00	\$0.00

Infrastructure

Harbormaster	\$879,643.00	\$442,276.00	\$33,983.00	\$253,802.00
Public Works	\$12,258,045.00	\$31,376,083.00	\$284,556.00	\$9,758,685.00
Sewer	\$31,529.00	\$0.00	\$2,602.00	\$17,510.00
Subtotals	\$13,169,217.00	\$31,818,359.00	\$321,141.00	\$10,029,997.00

Land

Fire	\$353,200.00	\$0.00	\$0.00	\$0.00
Public Works	\$8,579,000.00	\$0.00	\$0.00	\$0.00
Recreation	\$1,989,284.00	\$0.00	\$0.00	\$0.00
School	\$29,422.00	\$0.00	\$0.00	\$0.00
Subtotals	\$10,950,906.00	\$0.00	\$0.00	\$0.00

Land Improvements

General Government	\$9,485.00	\$0.00	\$474.00	\$6,165.00
Harbormaster	\$134,103.00	\$0.00	\$6,705.00	\$87,167.00
Public Works	\$1,559,878.00	\$400,000.00	\$73,227.00	\$889,932.00
Recreation	\$132,114.00	\$74,725.00	\$2,870.00	\$112,028.00
School	\$368,054.00	\$84,683.00	\$5,646.00	\$339,826.00
Subtotals	\$2,203,634.00	\$559,408.00	\$88,922.00	\$1,435,118.00

Machinery & Equipment

Fire	\$583,567.00	\$69,726.00	\$48,418.00	\$414,767.00
General Government	\$428,946.00	\$178,023.00	\$17,446.00	\$347,294.00
Harbormaster	\$98,133.00	\$0.00	\$8,562.00	\$30,331.00
Police	\$746,010.00	\$136,588.00	\$68,506.00	\$408,942.00
Public Works	\$2,588,773.00	\$490,044.00	\$177,483.00	\$1,093,277.00
Recreation	\$27,660.00	\$0.00	\$0.00	\$19,660.00
Rice Public Library	\$99,136.00	\$0.00	\$7,279.00	\$93,682.00

School	\$955,617.00	\$199,875.00	\$23,460.00	\$544,595.00
School Lunch	\$150,333.00	\$0.00	\$5,411.00	\$108,512.00
Sewer	\$49,397.00	\$10,000.00	\$0.00	\$10,000.00
Subtotals	\$5,727,572.00	\$1,084,256.00	\$356,565.00	\$3,071,060.00

Vehicles

Fire	\$2,570,884.00	\$1,529,713.00	\$102,971.00	\$1,780,245.00
Harbormaster	\$24,234.00	\$0.00	\$3,462.00	\$24,234.00
Police	\$501,291.00	\$0.00	\$63,893.00	\$225,642.00
Public Works	\$2,064,292.00	\$43,257.00	\$245,185.00	\$1,384,313.00
School	\$125,064.00	\$0.00	\$9,103.00	\$79,931.00
Subtotals	\$5,285,765.00	\$1,572,970.00	\$424,614.00	\$3,494,365.00

Totals for Report	\$82,230,665.00	\$45,268,969.00	\$1,996,485.00	\$46,479,980.00
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Town of Kittery (Gov. Activities)
Capital Plan: Assets by Class and Type
 Fiscal Year End: 6/30/2021

Asset Class/Type	Total Original Cost	Total Replacement Cost	Annual Depreciation	Accumulated Depreciation
Building Improvements				
Building	\$39,618.00	\$0.00	\$3,381.00	\$32,856.00
General	\$1,910,626.00	\$0.00	\$83,759.00	\$722,602.00
Subtotals	\$1,950,244.00	\$0.00	\$87,140.00	\$755,458.00
Buildings				
Building	\$27,648,367.00	\$3,013,610.00	\$254,152.00	\$20,449,303.00
Buildings	\$13,770,662.00	\$7,220,366.00	\$463,951.00	\$7,244,679.00
Subtotals	\$41,419,029.00	\$10,233,976.00	\$718,103.00	\$27,693,982.00
Construction in Progress				
Construction in Progress	\$1,524,298.00	\$0.00	\$0.00	\$0.00
Subtotals	\$1,524,298.00	\$0.00	\$0.00	\$0.00
Infrastructure				
Drainage System	\$79,377.00	\$0.00	\$1,450.00	\$1,450.00
Infrastructure	\$2,229,222.00	\$846,729.00	\$95,193.00	\$1,019,625.00
Roads	\$10,817,854.00	\$30,971,630.00	\$224,498.00	\$9,008,922.00
Sidewalks	\$42,764.00	\$0.00	\$0.00	\$0.00
Subtotals	\$13,169,217.00	\$31,818,359.00	\$321,141.00	\$10,029,997.00
Land				
Land	\$10,950,906.00	\$0.00	\$0.00	\$0.00
Subtotals	\$10,950,906.00	\$0.00	\$0.00	\$0.00

Land Improvements

General	\$442,779.00	\$159,408.00	\$5,646.00	\$414,551.00
Land Improvements	\$1,760,855.00	\$400,000.00	\$83,276.00	\$1,020,567.00
Subtotals	\$2,203,634.00	\$559,408.00	\$88,922.00	\$1,435,118.00

Machinery & Equipment

Admin Office Equipment	\$7,190.00	\$0.00	\$0.00	\$0.00
Audio/Visual	\$75,483.00	\$0.00	\$0.00	\$27,572.00
Cafeteria Equipment	\$5,689.00	\$0.00	\$569.00	\$1,707.00
Communication Equipment	\$124,359.00	\$0.00	\$21,705.00	\$21,705.00
Computer	\$203,094.00	\$203,294.00	\$0.00	\$203,094.00
Computer Hardware	\$46,297.00	\$0.00	\$0.00	\$0.00
Computers	\$90,825.00	\$13,118.00	\$3,217.00	\$89,803.00
Equipment	\$1,771,054.00	\$0.00	\$147,975.00	\$1,134,989.00
Fire Equipment	\$375,638.00	\$64,152.00	\$36,542.00	\$292,376.00
Heavy Equipment	\$595,213.00	\$216,953.00	\$29,872.00	\$291,818.00
Highway Equipment	\$865,284.00	\$406,103.00	\$43,636.00	\$438,973.00
Housekeeping/Maintenance	\$18,410.00	\$0.00	\$1,281.00	\$1,281.00
Kitchen Equipment	\$121,327.00	\$0.00	\$3,034.00	\$90,542.00
Miscellaneous Equipment	\$1,022,672.00	\$38,474.00	\$48,938.00	\$223,226.00
Other	\$11,986.00	\$0.00	\$329.00	\$10,010.00
Photocopier	\$9,099.00	\$0.00	\$0.00	\$9,099.00
Police Equipment	\$147,413.00	\$83,088.00	\$7,397.00	\$101,403.00
Pumping Equipment	\$29,704.00	\$0.00	\$0.00	\$0.00
Radios & Pagers	\$81,010.00	\$54,074.00	\$3,233.00	\$61,610.00
Sewer Equipment	\$10,947.00	\$0.00	\$0.00	\$0.00
Technology equipment	\$53,878.00	\$0.00	\$8,837.00	\$10,852.00
Telephone	\$61,000.00	\$5,000.00	\$0.00	\$61,000.00
Subtotals	\$5,727,572.00	\$1,084,256.00	\$356,565.00	\$3,071,060.00

Vehicles

Equipment	\$26,074.00	\$0.00	\$2,967.00	\$11,870.00
Vehicle	\$3,540,874.00	\$1,557,237.00	\$203,752.00	\$2,200,181.00

Vehicle Accessories	\$35,378.00	\$0.00	\$3,384.00	\$7,726.00
Vehicles	\$1,683,439.00	\$15,733.00	\$214,511.00	\$1,274,588.00
Subtotals	\$5,285,765.00	\$1,572,970.00	\$424,614.00	\$3,494,365.00
Totals for Report	\$82,230,665.00	\$45,268,969.00	\$1,996,485.00	\$46,479,980.00

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