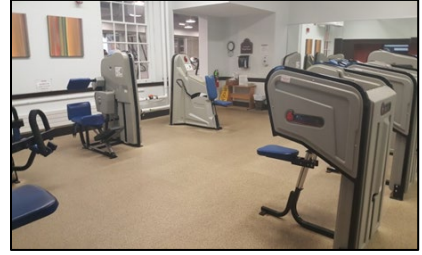


TOWN OF KITTERY



CAPITAL IMPROVEMENT PROGRAM 2024-2028



CIP Committee

Town Councilor – Colin McGuire

Citizen Representative - Jeff Clifford

Citizen Representative - Chris Perkins

Town Manager - Kendra Amaral

Finance Director – Elizabeth Lallemand

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, parks and fields, 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 opportunities.

Kittery's primary financial strategy for capital asset management is "save as you go" (depreciation model). 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. Through this strategy, Kittery saves a certain sum of money each year in anticipation of future capital investments. This approach allows the Town to fund the majority of its capital needs in cash and maintain a relatively stable annual capital and debt service outlay.

The Town currently holds \$2.47M in capital reserves for planned and unplanned future needs associated with roadways, vehicles and equipment, buildings, technology, and land improvements. The reserves are down \$380,000 from the prior year; due to implementation of larger projects scheduled for FY23; for example, the recent purchase of a new fire engine to replace Engine 3.

Fiscal Year 2024 CIP

The FY24-FY28 CIP was developed to limit the increase required on the annual appropriation and tax levy, while addressing present and future capital needs across multiple departments. The plan incorporates the rapid inflation experienced in the past two years and expected in the coming years. This year, the Town is projecting an excess of unassigned funds relative to policy requirements, of approximately \$2.6M (pre-audit). The unassigned fund balance represents funds already levied and collected.

The CIP Committee considered a 10-year time horizon projection for capital needs, the Town's debt service projections through 2033, the "On the Horizon" project list, and the unassigned fund balance excess in its development of this CIP. Considering the 10-year time horizon was beneficial and informed the funding recommendations for a number of the details of this plan. The CIP Committee considered anticipated operating budget increases, the broad range of needs, and other important factors in proposing the FY24 capital budget.

The proposed funding for capital in FY24 is \$1,670,400, representing an increase of \$154,000 from the previous year's CIP funding. For comparison, the pre-COVID five-year plan called for \$1.746M to be funded in FY2024.

The FY24 plan meets most of the needs identified by departments. Due to the excess in unassigned fund balance, a few one-time projects are proposed to be funded with unassigned fund balance through the warrant article process. This approach permits the projects to move forward without impacting the tax levy. As these are one-time projects, the approach does not create a structural deficit in the CIP in the future.

The CIP has been funded lean since FY2020, at the beginning of the COVID pandemic. The CIP funding requests have been lower than projected pre-COVID to provide relief taxpayers and to make space for operational needs in responding to the financial impacts of COVID. It has been understood that the annual CIP appropriation will need to climb back up to pre-COVID levels, in order to effectively meet the Town's ongoing capital needs and respond to rapidly increasing inflation. The FY2024 CIP request reflects the implementation of the inevitable.

Debt service will be \$1,544,461, a decrease of \$253,050 from the prior year, due to the full repayment of the Mitchell School bond. The savings will enure to the School Department, on their annual operating budget. The Town will see a reduction in debt service in FY2027 with the completion of the Road Improvements and the Community Center Annex bonds. The following year, the Fire Station bond will be completed. These three bonds equate to \$338,500 annually in debt service costs. With the added capacity, the CIP Committee is recommending the Ladder Truck, scheduled for replacement in FY2029-FY2030 be paid for through a bond. The cost of that apparatus is projected to be \$1.7M, if inflation holds at an average of 5%. The Town has more than sufficient bonding capacity, and this approach allows the Town to avoid unnecessary spikes in the tax levy within the same time frame. The debt service dropping off by FY2028 equates to approximately a \$3M bond in today's market.

Funding for Holding Accounts is proposed to increase \$75,000 from the prior fiscal year. The Five-Year Pavement Management Plan is currently primarily focused on the Village, one of the Town's most densely populated areas. The long-awaited Walker/Wentworth project is scheduled to begin in 2024, as well as the repaving of the Route 1 Mall Road and replacement of the signalized intersections. Much of this work is being paid for by MDOT; however the Town is responsible for 80% of the project costs. Inflation will continue to be a factor in road reconstruction due to high demand stemming from significant federal funding, and low supply of materials and contractors.

The Capital Reserve Accounts are projected to increase \$221,000 from the prior year. There are number of larger pieces of equipment in DPW that require replacement. Inflation is also a major factor in this category. The Fire Facility allocation has been added back; with the anticipation of the Gorges Road Fire Station expansion being completed in 2023. The KPA Boat request has been reduced from its' originally projected amount; due to the utilization of the public safety impact fees for the purpose of the mission-appropriate boat. Conversely, the Harbormaster vehicle is beyond its useful life and is becoming excessively expensive to remain road safe. Replacement of that vehicle scheduled for FY2024.

The majority of the capital projects are proposed to be funded through warrant articles utilizing the excess unassigned fund balance. This includes the invasive plant management efforts at Fort Foster and Legion Pond; the continuation of the effort to convert municipal building interior lights to LED; and the resurfacing of the Shapleigh Field Track. The Bike/Ped Plan implementation funding has been removed for the time being, as the Town staff work with MDOT on developing short-term projects and utilizing grant funds where possible. As the plans with MDOT become more flushed out, funding requests will be added back at the appropriate levels to accomplish the projects identified through the collaborative process.

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. This year, the "On the Horizon" projects reflect proposed one-time projects, and project concepts still to be flushed out.

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 in 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 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. Any items not part of the annual capital allocation may be presented for warrant articles to be voted on by the voters at the June election.

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

YEAR	CAP TYPE	FUND TYPE	FUND CODE	DEPT	Project Name	TYPE	FY23 Approved	Balance as of 12/11/2022	FY24 Plan	FY25 Plan	FY26 Plan	FY27 Plan	FY28 Plan	Totals	
CAPITAL HOLDING ACCOUNTS															
	HLDG	CP	4002	DPW	Right of Way Reserve	Infrastructure	\$ 600,000	\$ 329,068	\$ 600,000	\$ 600,000	\$ 600,000	\$ 750,000	\$ 600,000	\$ 3,150,000	
	HLDG	CP	4013	FD	Fire Apparatus & Vehicle Reserve	Vehicles & Equip	-	-	50,000	150,000	250,000	250,000	275,000	\$ 975,000	
	HLDG	CP	2057	GG	Open Space Reserve	Land Improv	-	25,000	-	-	-	-	-	\$ -	
	HLDG	CP	4027	GG	Municipal Facility Reserve	Buildings	50,000	262,564	75,000	125,000	150,000	100,000	150,000	\$ 600,000	
CAPITAL HOLDING ACCOUNTS TOTAL							\$ 650,000	616,633	\$ 725,000	\$ 875,000	\$ 1,000,000	\$ 1,100,000	\$ 1,025,000	\$ 4,725,000	
CAPITAL RESERVE ACCOUNTS															
	RES	CP	4012	DPW	DPW Vehicles & Equipment Reserve	Vehicles & Equip	\$ 340,000	\$ 35,578	\$ 450,000	\$ 450,000	\$ 450,000	\$ 475,000	\$ 350,000	\$ 2,175,000	
	RES	CP	4017	DPW	MS4 Compliance Reserve	Infrastructure	40,000	43,409	40,000	40,000	40,000	40,000	40,000	200,000	
	RES	CP	4043	DPW	Parks Reserve	Land Improv	20,000	39,267	20,000	20,000	20,000	20,000	20,000	100,000	
	RES	CP	4056	FD	Fire Equipment Reserve	Vehicles & Equip	60,400	272,194	60,400	60,400	60,400	60,400	60,400	302,000	
	RES	CP	4020	TM	Municipal Technology Reserve	Technology	70,000	168,860	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	52,993	40,000	55,000	55,000	65,000	65,000	280,000	
	RES	CP	4051	KCC	KCC Facility Reserve	Buildings	25,000	49,107	25,000	35,000	35,000	75,000	75,000	245,000	
	RES	CP	4018	KPA	KPA Boat & Vehicle Reserve	Vehicles & Equip	-	8,325	40,000	7,500	7,500	7,500	7,500	70,000	
	RES	CP	4055	KPA	KPA Equipment Reserve	Vehicles & Equip	3,500	35,869	15,000	25,000	25,000	35,000	70,000	170,000	
	RES	CP	4116	KPA	KPA Facility Reserve	Infrastructure	8,500	17,123	10,000	15,000	20,000	20,000	20,000	85,000	
	RES	CP	4022	PD	Police Vehicle Reserve	Vehicles & Equip	140,000	155,959	155,000	175,000	175,000	175,000	195,000	875,000	
	RES	CP	4129	PD	Police Equipment Reserve	Vehicles & Equip	10,000	20,000	15,000	35,000	35,000	35,000	35,000	155,000	
	RES	CP	4100	FD	Fire Facility Reserve	Buildings	-	37,319	25,000	25,000	25,000	25,000	25,000	125,000	
	RES	CP	4026	GG	Town Hall Records Preservation	Regulatory	12,000	15,510	15,000	15,000	15,000	-	-	45,000	
CAPITAL RESERVE ACCOUNTS TOTAL							\$ 759,400	\$ 974,562	\$ 980,400	\$ 1,027,900	\$ 1,032,900	\$ 1,102,900	\$ 1,032,900	\$ 5,177,000	
									\$ 221,000						
CAPITAL PROJECTS															
2019	PRJ	CP	4123	GG	LED Lighting Conversion	Infrastructure	75,000	111,639	-	-	-	-	-	-	
2022	PRJ	CP	2903	DPW	Fort Foster Invasive Plant Management	Land Improv	37,000	54,002	-	-	-	-	-	-	
2022	PRJ	CP	4128	GG	Climate Action Plan	Infrastructure	-	65,000	-	-	-	-	-	-	
2023	PRJ	CP	5510	TM	Memorial Field Assessment	Infrastructure	30,000	30,000	-	-	-	-	-	-	
2023	PRJ	CP	5512	TM	Roadside Landscaping	Infrastructure		55,000	-	-	-	-	-	-	
2024	PRJ	CP	2904	DPW	Legion Pond Restoration	Infrastructure	-	7,116	-	-	-	-	-	-	
2022	PRJ	CP	5511	DPW	Bike/Ped Master Plan	Infrastructure	-	100,000	-	-	-	-	-	-	
CAPITAL PROJECTS TOTAL							\$ 142,000	\$ 879,883	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL ALL CAPITAL							\$ 1,551,400	2,471,078	\$ 1,705,400	\$ 1,902,900	\$ 2,032,900	\$ 2,202,900	\$ 2,057,900	\$ 9,902,000	
Proposed Use of PEG Surplus (Fund 2081)							\$ (35,000)		\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (175,000)	
TOTAL ALL CAPITAL ADJUSTED							\$ 1,516,400	\$ 2,471,078	\$ 1,670,400	\$ 1,867,900	\$ 1,997,900	\$ 2,167,900	\$ 2,022,900	\$ 9,727,000	
Increase (Decrease) from Prior Year									\$ 154,000	\$ 197,500	\$ 130,000	\$ 170,000	\$ (145,000)		

YEAR	CAP TYPE	FUND TYPE	FUND CODE	DEPT	Project Name	TYPE	FY23 Approved	Balance as of 12/11/2022	FY24 Plan	FY25 Plan	FY26 Plan	FY27 Plan	FY28 Plan	Totals
DEBT SERVICE														
2016	TWN	DEBT		FD	Fire Stations (refinanced 2006 Bonds)	Buildings	\$ 125,500		\$ 118,250	\$ 116,050	\$ 113,713	\$ 111,238	\$ -	\$ 459,251
2010	TWN	DEBT		DPW	Public Works Department	Buildings	21,058		20,313	19,825	19,338	18,850	18,363	\$ 96,689
2012	TWN	DEBT		KCC	Community Center	Buildings	346,775		341,275	335,088	328,900	322,025	315,150	\$ 1,642,438
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	18,089	18,089	18,089	\$ 90,447
2016	TWN	DEBT		DPW	Road Improvements	Infrastructure	139,100		136,500	133,900	131,300	-	-	\$ 401,700
2016	TWN	DEBT		KCC	Community Center Annex	Buildings	101,650		99,750	97,850	95,950	-	-	\$ 293,550
2021	TWN	DEBT		GG	Rice Proposed Expansion/Renovation	Buildings	337,230		330,030	322,830	315,630	308,430	301,230	\$ 1,578,150
2013	SCH	DEBT		SCH	Mitchell School (refinanced 2002 bonds)	Buildings	212,100		-	-	-	-	-	\$ -
2010	SCH	DEBT		SCH	Mitchell & Shapleigh	Buildings	400,093		385,938	376,675	367,413	358,150	348,888	\$ 1,837,064
2016	SCH	DEBT		SCH	School Various	Buildings	85,600		84,000	82,400	80,800	-	-	\$ 247,200
NEW	TWN	DEBT		GG	VARIOUS	TBD			-	-	-	-	250,000	\$ 250,000
TOTAL DEBT SERVICE							\$ 1,797,511	\$ -	\$ 1,544,461	\$ 1,513,023	\$ 1,481,448	\$ 1,147,097	\$ 1,262,035	\$ 6,948,064
Total Town and School Debt Service Increase(Decrease)									\$ (253,050)	\$ (31,438)	\$ (31,575)	\$ (334,351)	\$ 114,938	
TOTAL CAPTIAL + DEBT							\$ 3,313,911		\$ 3,214,861	\$ 3,380,923	\$ 3,479,348	\$ 3,314,997	\$ 3,284,935	\$ 16,675,064
VARIANCE FROM PRIOR YEAR									\$ (99,050)	\$ 166,062	\$ 98,425	\$ (164,351)	\$ (30,062)	
SEWER DEBT							\$ 763,738		\$ 691,937	\$ 865,858	\$ 865,858	\$ 865,859	\$ 865,858	\$ 4,155,370

Notes:

POLICY	FY23	FY24
FY2023 Combined Town & School Operating Budget	\$ 36,662,016	
FY2023 Combined Town, School and Sewer Operating Budget	\$ 39,320,745	
Capital as a % of Combined Budget (Town and School)		4.65%
Capital & Debt as a % of Combined Budget (Town and School)		8.77%
Debt as a % of Combined Budget (Town and School)	Policy: 8%	4.21%
Capital & Debt as a % of Combined Budget (Town, School & Sewer)	Policy: 15%	9.94%
Unassigned Reserve Fund Requirement - Policy: 2.5 Months (Town & School)	\$ 7,637,920	
Unassigned Fund Balance as of 6/30/2022	\$ 10,273,884	AWAITING FINAL AUDIT - Town Only
Surplus/(Deficit) Unassigned Reserve Fund:	\$2,635,964	

DETAILED CAPITAL PROJECT REQUESTS

2024 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 15 miles of sidewalk, guardrails, signalized intersections, and drainage infrastructure.

The 5-year pavement management plan projects over \$2.4M in road/payment improvement projects, (excluding sidewalk, drainage, and intersection improvements), and covers only 1/3 of the town's road miles.

FY24 projects included \$460,000 in paving, \$195,000 in drainage, \$70,000 sidewalk repairs/replacement, \$70,000 Curb Repairs Replacement, \$25,000 ROW cutbacks and \$10,000 Guardrails /misc.



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:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ 250,000	Comments:	MDOT Municipal Partnership Initiative (drainage, sidewalks)
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	

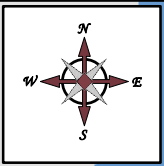
FY24	FY25	FY26	FY27	FY28	Total
\$ 600,000	\$ 600,000	\$600,000	\$750,000	\$ 600,000	\$3,150,000

Please Provide and/or Attach Additional Project Details

Town of Kittery, Maine

Pavement Management Program

Proposed Repair by Fiscal Year

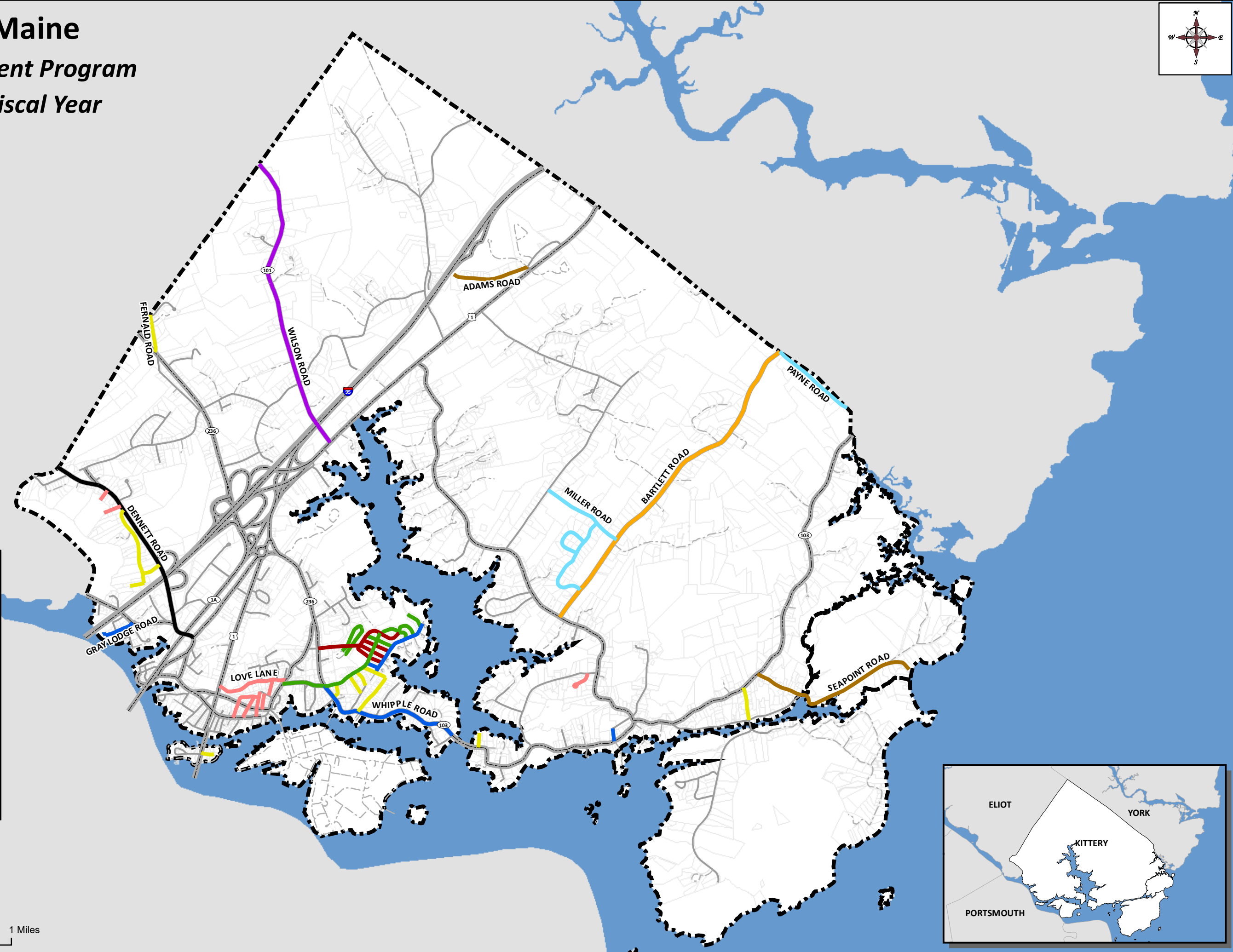


Proposed Repair Fiscal Year

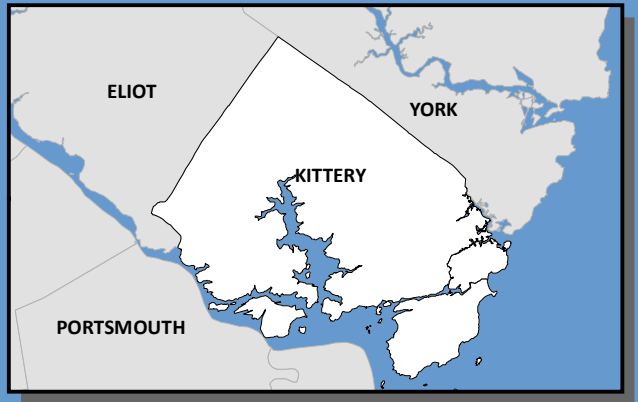
- FY23
- FY24
- FY25
- FY26
- FY27
- FY28
- FY29
- FY30
- FY31
- FY32

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
Proposed FY24-32 Paving CIP

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY24	Local	BRIDGE VIEW TERRACE	BRIDGE VIEW TER	GRAY LODGE RF	DEAD END	Accepted	0.03	180.22	61.76	1" Shim	\$8.00	\$0	\$0	\$1,442
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-01	RT 103	WALKER AVE	Accepted	0.02	319.41	46	1" Shim	\$8.00	\$0	\$0	\$2,555
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-02	WALKER AVE	HARRIS AVE	Accepted	0.10	1230.72	68.86	1" Shim	\$8.00	\$0	\$0	\$9,846
FY24	Local	GRAY LODGE ROAD	GRAY LODGE RD-03	HARRIS AVE	BRIDGEVIEW TER	Accepted	0.07	925.61	66.13	1" Shim	\$8.00	\$0	\$0	\$7,405
														\$19,806
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY24	Local	SCHOOL LANE	SCHOOL LN-01	RT 103	SCHOOL ENT.	Accepted	0.08	479.51	46.93	1" Shim	\$8.00	\$0	\$0	\$3,836
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$21,372
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$5,850
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-02	PHILBRICK AVE	WATTS ST	Accepted	0.04	501.33	70.73	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$8,021
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-03	WATTS ST	MOORE ST	Accepted	0.04	531.34	65	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$8,501
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	\$16.00	\$0	\$0	\$12,530
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	\$16.00	\$0	\$0	\$21,899
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	\$16.00	\$0	\$0	\$8,505
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	\$16.00	\$0	\$0	\$10,922
FY24	Local	PHILBRICK AVENUE	PHILBRICK AVE-08	DISMUKES ST	COLE ST	Accepted	0.03	491.46	66	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$7,863
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	\$16.00	\$0	\$0	\$9,483
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	\$16.00	\$0	\$0	\$7,655
														\$101,230
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$31,502
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	\$16.00	\$0	\$0	\$16,536
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	\$16.00	\$0	\$0	\$33,479
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	\$16.00	\$0	\$0	\$15,954
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	\$16.00	\$0	\$0	\$37,488
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	\$16.00	\$0	\$0	\$63,278
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	\$16.00	\$0	\$0	\$47,448
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	\$16.00	\$0	\$0	\$28,465
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	\$16.00	\$0	\$0	\$35,169
														\$309,319
														\$457,005
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$13,768
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	\$16.00	\$0	\$0	\$32,483
														\$46,251
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$14,929
FY25	Local	CROMWELL STREET	CROMWELL ST-02	MANSON AVE	BOUSH ST	Accepted	0.14	1591.23	46	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$25,460
														\$40,389
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$13,843
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	\$16.00	\$0	\$0	\$19,862
														\$33,705
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$35,777
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$21,923
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$43,841
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$22,953
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$44,557
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	\$16.00	\$0	\$0	\$22,016
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	\$16.00	\$0	\$0	\$19,413
														\$85,986
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$18,426
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	\$16.00	\$0	\$0	\$24,866
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	\$16.00	\$0	\$0	\$13,093

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-04	CROSS ST	WAINWRIGHT AVE	Accepted	0.05	730.07	58	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$11,681
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-05	WAINWRIGHT AVE	BICKNELL ST	Accepted	0.04	580.82	47	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$9,293
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	\$16.00	\$0	\$0	\$9,501
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	\$16.00	\$0	\$0	\$10,077
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	\$16.00	\$0	\$0	\$10,542
FY25	Local	WOODLAWN AVENUE	WOODLAWN AVE-09	GOODRICH ST	HALSTEAD ST	Accepted	0.04	542.23	63	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$8,676
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	\$16.00	\$0	\$0	\$11,753
														\$127,907
														\$458,731

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY26	Local	CROSS STREET	CROSS ST	WOODLAWN AVE	PHILBRICK RD	Accepted	0.11	1260.74	65.73	1" Shim	\$8.00	\$0	\$0	\$10,086
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY26	Local	LEMONT LANE	LEMONT LN	WOODLAWN AVE	PHILBRICK RD	Accepted	0.13	1253.97	71.93	1" Shim	\$8.00	\$0	\$0	\$10,032
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$25,255
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$38,431
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	\$16.00	\$0	\$0	\$11,081
														\$49,511

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$7,237
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	\$16.00	\$0	\$0	\$14,817
														\$22,053

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$45,392
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$31,997
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	\$16.00	\$0	\$0	\$58,940
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	\$16.00	\$0	\$0	\$12,759
														\$103,695

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$26,454
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$16,746
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	\$16.00	\$0	\$0	\$13,826
														\$30,572

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$54,422
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY26	Local	DUNCAN WAY	DUNCAN WAY	RT 103	DEAD END	Accepted	0.10	1355.67	29.73	Reclamation	\$40.00	\$0	\$0	\$54,227
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY26	Local	ISLAND AVENUE	ISLAND AVE	RT 1	DEAD END	Accepted	0.08	992.74	30.33	Reclamation	\$40.00	\$0	\$0	\$39,710
														\$471,410

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	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	\$16.00	\$0	\$0	\$84,869
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	\$16.00	\$0	\$0	\$47,251
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	\$16.00	\$0	\$0	\$45,130
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	\$16.00	\$0	\$0	\$159,796
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	\$16.00	\$0	\$0	\$73,590
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	\$16.00	\$0	\$0	\$178,998
														\$589,633
														\$589,633

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	DAME STREET	DAME ST	CENTRAL AVE	RT 103	Accepted	0.10	1240.90	65.18	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$19,854
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	JONES AVENUE	JONES AVE-01	GOVERNMENT ST	RT 103	Accepted	0.05	571.85	59.73	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$9,150
FY28	Local	JONES AVENUE	JONES AVE-02	RT 103	MAIN ST	Accepted	0.08	952.32	62.5	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$15,237
FY28	Local	JONES AVENUE	JONES AVE-03	MAIN ST	CENTRAL AVE	Accepted	0.04	442.16	75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$7,075
														\$31,461

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	LOVE LANE	LOVE LN-01	ROGERS RD	LEWIS AVE	Accepted	0.06	770.57	75.58	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$12,329
FY28	Local	LOVE LANE	LOVE LN-02	LEWIS AVE	PINE ST	Accepted	0.02	314.10	75.00	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$5,026
FY28	Local	LOVE LANE	LOVE LN-03	PINE ST	GEORGE ST	Accepted	0.07	976.33	74.76	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$15,621
FY28	Local	LOVE LANE	LOVE LN-04	GEORGE ST	RT 1	Accepted	0.29	3957.85	60.75	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$63,326
														\$96,301
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate

Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	MAIN STREET	MAIN ST-01	GOVERNMENT ST	E ST	Accepted	0.05	617.37	66.73	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$9,878
FY28	Local	MAIN STREET	MAIN ST-02	E ST	RT 103	Accepted	0.05	618.83	46.8	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$9,901
FY28	Local	MAIN STREET	MAIN ST-03	RT 103	OTIS AVE	Accepted	0.12	1535.76	66.85	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$24,572
FY28	Local	MAIN STREET	MAIN ST-04	OTIS AVE	JONES AVE	Accepted	0.03	356.93	72.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$5,711
														\$50,062
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	OTIS AVENUE	OTIS AVE-01	GOVERNMENT ST	RT 103	Accepted	0.07	907.80	56.53	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$14,525
FY28	Local	OTIS AVENUE	OTIS AVE-02	RT 103	MAIN ST	Accepted	0.08	947.61	69.6	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$15,162
														\$29,687
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	PINE STREET	PINE ST	LOVE LN	CENTRAL AVE	Accepted	0.11	1295.05	49.51	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$20,721
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	BARTERS CREEK ROAD	BARTERS CREEK RD	CROCKETTS NECK RD	CUL DE SAC	Accepted	0.16	2025.51	34.72	Reclamation	\$40.00	\$0	\$0	\$81,021
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	NORDIA LANE	NORDIA LN	DENNETT RD	DEAD END	Accepted	0.11	1442.94	50.72	Reclamation	\$40.00	0.00	0.00	\$57,718
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY28	Local	SUNSET DRIVE	SUNSET DR	DENNETT RD	DEAD END	Accepted	0.07	798.54	38.35	Reclamation	\$40.00	0.00	0.00	\$31,942
														\$418,767
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY29	Local	DENNETT ROAD	DENNETT RD-01	OLD POST RD	RT 1A	State Aid	0.06	1344.10	98.59	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$21,506
FY29	Local	DENNETT ROAD	DENNETT RD-02	RT 1A	ELIOT RD	State Aid	0.10	2373.80	80.89	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$37,981
FY29	Local	DENNETT ROAD	DENNETT RD-03	ELIOT RD	RANGER DR	State Aid	0.06	1496.08	75.8	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$23,937
FY29	Local	DENNETT ROAD	DENNETT RD-04	RANGER DR	RT 95 RAMP	State Aid	0.16	3791.40	47.76	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$60,662
FY29	Local	DENNETT ROAD	DENNETT RD-05	RT 95 RAMP	SPINNEY WAY	State Aid	0.17	3914.23	37.76	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$62,628
FY29	Local	DENNETT ROAD	DENNETT RD-06	SPINNEY WAY	RT 95 RAMP	State Aid	0.04	1011.12	31.3	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$16,178
FY29	Local	DENNETT ROAD	DENNETT RD-07	RT 95 RAMP	OLD DENNETT RD	State Aid	0.37	8707.20	78.06	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$139,315
FY29	Local	DENNETT ROAD	DENNETT RD-08	OLD DENNETT RD	NORDIA LN	State Aid	0.03	659.95	72.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$10,559
FY29	Local	DENNETT ROAD	DENNETT RD-09	NORDIAN LN	ROSEBERRY LN	State Aid	0.03	738.30	74.9166667	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$11,813
FY29	Local	DENNETT ROAD	DENNETT RD-10	ROSEBERRY LN	SUNSET DR	State Aid	0.10	2035.33	77.8653846	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$32,565
FY29	Local	DENNETT ROAD	DENNETT RD-11	SUNSET DR	DENNETT RD EXT	State Aid	0.07	1319.44	77.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$21,111
FY29	Local	DENNETT ROAD	DENNETT RD-12	DENNETT RD EXT	ESTUARY DR	State Aid	0.13	2548.19	78.25	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$40,771
FY29	Local	DENNETT ROAD	DENNETT RD-13	ESTUARY DR	LEACH RD	State Aid	0.08	1422.77	76.625	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$22,764
FY29	Local	DENNETT ROAD	DENNETT RD-14	LEACH RD	ELIOT TL	State Aid	0.08	1494.91	81.4	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$23,919
														\$525,709
														\$525,709
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY30	Local	ELIZABETH LANE	ELIZABETH LN	HIGH PASTURE RD	HIGH PASTUER RD	Accepted	0.32	5199.97	33.72	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$83,200
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY30	Local	HIGH PASTURE ROAD	HIGH PASTURE RD-01	BARTLETT RD	ELIZABETH LN	Accepted	0.40	6033.17	55.72	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$96,531
FY30	Local	HIGH PASTURE ROAD	HIGH PASTURE RD-02	ELIZABETH LN	ELIZABETH LN	Accepted	0.09	1315.60	67.89	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$21,050
FY30	Local	HIGH PASTURE ROAD	HIGH PASTURE RD-03	ELIZABETH LN	MILLER RD	Accepted	0.15	2244.38	55.72	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$35,910
														\$153,490
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY30	Local	MILLER ROAD	MILLER RD-01	BARTLETT RD	HIGH PASTURE RD	Accepted	0.16	2004.59	53.76	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$32,073
FY30	Local	MILLER ROAD	MILLER RD-02	HIGH PASTURE RD	NORTON RD	Accepted	0.38	4657.94	42.57	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$74,527
														\$106,600
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY30	Local	PAYNE ROAD	PAYNE RD-01	BARTLETT RD	DEACON DR	Accepted	0.24	2998.32	55.00	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$47,973
FY30	Local	PAYNE ROAD	PAYNE RD-02	DEACON AVE	MEADOW VIEW LN	Accepted	0.09	1057.55	74.29	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$16,921
FY30	Local	PAYNE ROAD	PAYNE RD-03	MEADOW VIEW LN	YORK TL	Accepted	0.23	2809.11	77.34	1/2" Shim & 1 1/2" Overlay	\$16.00	0.00	0.00	\$44,946
														\$109,840
														\$453,130
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY31	Local	BARTLETT ROAD	BARTLETT RD-01	HALEY RD	HIGH PASTURE RD	State Aid	0.22	2792.22	59.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$44,675
FY31	Local	BARTLETT ROAD	BARTLETT RD-02	HIGH PASTURE RD	CHARLES HILL RD	State Aid	0.36	4642.02	75.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$74,272
FY31	Local	BARTLETT ROAD	BARTLETT RD-03	CHARLES HILL RD	ABES WAY	State Aid	0.38	4881.33	62.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$78,101
FY31	Local	BARTLETT ROAD	BARTLETT RD-04	ABES WAY	PINKHAMS LN	State Aid	0.12	1561.82	76.8269231	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$24,989
FY31	Local	BARTLETT ROAD	BARTLETT RD-05	PINKHAMS WAY	SHAYDON LN	State Aid	0.05	651.27	78.5277778	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$10,420
FY31	Local	BARTLETT ROAD	BARTLETT RD-06	SHAYDON LN	LYNCH LN	State Aid	0.39	5078.60	72.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$81,258
FY31	Local	BARTLETT ROAD	BARTLETT RD-07	LYNCH LN	CRANBERRY LN	State Aid	0.10	1328.37	66.58	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$21,254
FY31	Local	BARTLETT ROAD	BARTLETT RD-08	CRANBERRY LN	YORK TL	State Aid	0.61	7844.87	63.75	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$125,518
														\$460,488
														\$460,488
Year	Funding Source	Project	Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Contingency Estimate	Sidewalk Cost	Project Estimate
FY32	Local	CUTTS ISLAND LANE	CUTTS ISLAND LN	RT 103	CHAUNCEY CREEK LN	Accepted	0.31	3677.66	47.72	1/2" Shim & 1 1/2" Overlay	\$16.00	\$0	\$0	\$58,843

[illegible]

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4013):



Date: 17 November 2022

Department: Fire Department

Project Title: Fire Apparatus Reserve

Contact: Chief David O'Brien

Type of Request? ☒ Ongoing Reserve ☐ One-time project

Dept. Priority (1 of 3, etc.): 1

Est. Funding Request: \$50,000

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:

The replacement for Engine 3 has been ordered and is expected to be delivered in late spring 2023. The early replacement of this apparatus has resulted in all funds being depleted from the Fire Apparatus Reserve heading into FY24.

The Fire Command vehicle caught fire in October of 2022. The issue was able to be resolved, but replacement of this vehicle will need to be moved up. Additionally, due to current wear and tear exhibited, both Engine 1 and Ladder 2 will need to be replaced between two and four years sooner than anticipated. The ladder replacement will be approximately \$1.7M and is being considered for replacement through a bond or use of excess unassigned fund balance, rather than increasing the tax levy required to pre-fund the ladder replacement.

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:

Salvage Value of Existing Equipment? \$ 20,000

Comments:

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

FY24	FY25	FY26	FY27	FY28	Total
\$50,000	\$150,000	\$250,000	\$250,000	\$275,000	\$975,000

Please Provide and/or Attach Additional Project Details

									FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY 35	FY36	
									7.0%	7.0%	7.0%	7.0%	6.0%	6.0%	6.0%	5.0%	5.0%	5.0%	5.0%	4.0%	4.0%	
																				0		
Start of Year Balance									\$ -	\$ 50,000	\$ 127,871	\$ 377,871	\$ 627,871	\$ 9,609	\$ 38,911	\$38,911	\$ 238,911	\$ 35,332	\$ 185,332	\$ 228,765	\$ 478,765	
Add: CY CIP									\$ 50,000	\$ 150,000	\$ 250,000	\$ 250,000	\$ 275,000	\$ 100,000	\$ -	\$ 200,000	\$ 250,000	\$ 150,000	\$ 150,000	\$ 250,000	\$ 250,000	
2024 Total Available									\$ 50,000	\$ 200,000	\$ 377,871	\$ 627,871	\$ 902,871	\$ 109,609	\$ 38,911	\$ 238,911	\$ 488,911	\$ 185,332	\$ 335,332	\$ 478,765	\$ 728,765	
Unit #	Year	Make	Model	Features	Value	Deprec.	Years	Annual Reserve														
									Years	Left	straight line											
Engine 5	2019	KME	Predator	Pumper	\$566,402	25	20	\$ 44,628														
Rescue 3	2023	Pierce	Saber	Heavy Rescue	\$770,000	25	24	\$ 82,239														
Command	2018	Chevrolet	Tahoe	Command	\$63,000	8	2	\$ 36,064		\$72,129								\$106,567				
Utility 8	2016	Ford	1/2 Ton	Pickup	\$40,000	20	12	\$ 5,337													\$ 64,041	
Forestry 4	2008	Ford	1 Ton	Pickup	\$56,000	20	4	\$ 17,675						\$70,699								
Engine 1	2005	Pierce	Enforcer	Pumper	\$750,000	22	3	\$ 297,754					\$893,262									
Tank 6	2007	Mack/KME	Commercial	3000 Gallon Tank	\$307,000	25	8	\$ 56,697									\$453,579					
Ladder 2	2009	Pierce	Arrow XT	75 foot Qunit	\$1,200,000	21	6	\$ 283,704							\$ 1,702,223							
									\$ 824,098													
Projected Expenditures									\$ -	\$ 72,129	\$ -	\$ -	\$ 893,262	\$ 70,699	\$ 1,702,223	\$ -	\$ 453,579	\$ -	\$ 106,567	\$ -	\$ 64,041	
Excess (Shortfall)									\$50,000	\$127,871	\$377,871	\$627,871	\$9,609	\$38,911		\$238,911	\$35,332	\$185,332	\$228,765	\$478,765	\$664,724	
															BOND							

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (2057):



Date: January 19, 2023
Department: Administration
Project Title: Open Space Reserve
Contact: Kendra Amaral, Town Manager
Type of Request? ☐ Ongoing Reserve ☐ 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:

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 has met with the Kittery Land Trust to discuss how to leverage this fund for opportunities for active and passive recreation, stormwater storage, and natural habitat protection. Conversations still need to occur with Parks Commission, Conservation Commission, and others to develop a plan of targeted future projects and acquisitions.

Photo (click image to insert):



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

Project Financing:

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

Other Funding Sources:

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

Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance \$ Comments:
 Estimated Net Effect on Operating Cost, Revenues, Staffing? \$ 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

FY24	FY25	FY26	FY27	FY28	Total
\$0	\$0	\$0	\$0	\$0	\$0

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4027):



Date:	November 28, 2022
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:	\$75,000
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.

Projects being completed in FY23 include KPD cooling unit replacements, heating units at Town Hall, and the obsolete fire panel system. Interior painting was moved to FY24. The Town Hall generator will be put out for bid again in FY26. The estimate has been updated to reflect current anticipated costs.

Photo (click image to insert):



Climate Change/Sustainability:	Are the assets vulnerable to climate change or sea level rise? Yes <input checked="" 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	

FY24	FY25	FY26	FY27	FY28	Total
\$75,000	\$125,000	\$150,000	\$100,000	\$150,000	\$600,000

Please Provide and/or Attach Additional Project Details

TOWN OF KITTERY, MAINE
TOP LEVEL - ANNUAL RESERVE ESTIMATES
2024-2028 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				\$ 249,236																
EXTERIOR WALLS			\$ 35,812			\$ 17,090														
FLOOR COVERINGS						\$ 37,227										\$ 59,272				
HEATING SYSTEM	\$ 8,336		\$ 78,136			\$ 32,694		\$ 5,355		\$ 42,533	\$ 23,149				\$ 6,954	\$ 43,616	\$ 144,703		\$ 16,587	
INTERIOR WALLS		\$ 27,416																		
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	\$ 31,646																			
Total Est Projects	\$ 150,613	\$ 47,416	\$ 139,749	\$ 489,369	\$ 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	\$ 325,933	\$ 140,944
Beginning Balance	\$ 224,722	\$ 189,109	\$ 216,693	\$ 294,277	\$ 396,861	\$ 434,943	\$ 477,932	\$ 607,932	\$ 489,907	\$ 619,907	\$ 686,486	\$ 625,432	\$ 666,310	\$ 788,523	\$ 1,018,523	\$ 624,412	\$ 801,524	\$ 933,015	\$ 123,795	\$ 97,862
CIP Allocation	\$ 50,000	\$ 75,000	\$ 125,000	\$ 150,000	\$ 100,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 250,000
Other Allocation	\$ 65,000																			
End Balance	\$ 189,109	\$ 216,693	\$ 294,277	\$ 396,861	\$434,943	\$477,932	\$607,932	\$489,907	\$619,907	\$686,486	\$625,432	\$666,310	\$788,523	\$1,018,523	\$624,412	\$801,524	\$933,015	\$123,795	\$97,862	\$206,918

TOWN OF KITTERY, MAINE
TOP LEVEL - ANNUAL RESERVE ESTIMATES
2024-2028 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	2026	\$200,000	\$249,236
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	2025	\$30,000	\$39,068
HEATING SYSTEM	MUNICIPAL COMPLEX - BOILER B-2	2025	\$30,000	\$39,068
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	2024	\$22,000	\$27,416
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	2023	\$26,537	\$31,646

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4012):



Date:	November 22, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Kittery Public Works	Est. Funding Request:	\$ 450,000
Project Title:	DPW Vehicles and Equipment Reserve	Est. Useful Life (Years):	10 – 25 years
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 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 fund is for replacement of DPW equipment and vehicles. Attached is the inventory and the projected replacement schedule. Escalation factor is 4.5% to reflect current inflation trend.



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	

FY24	FY25	FY26	FY27	FY28	Total
\$450,000	\$450,000	\$450,000	\$475,000	\$350,000	\$2,175,000

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	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												
403	2017	154,800	Western Star	dump truck w/Viking gear										388,965		
404	2011	147,000	Freightliner	plow, wing, sander (Will sell old 404 in the spring FY23 estimate of sale \$15,000)												
405	2017	82,500	Ford	550, 4WD, 3cy, SS dump, 9' plow/sander				130,849								
417	2002	83,700	Freightliner	dump truck w/Viking gear												
417A	2020	182,600	Western Star	dump/hitch plow/wing												
418	2001	10,000	ford	F150 Crew cab - 4 door	71,637											
407	2017	104,100	Ford	550, 4WD, 3cy, SS dump, 10' plow, wing plow, wing, stainless sander/dump body				172,222								
408	2004	14,500	Chevy	Dk green metallic, 4WD Ext Cab			85,587									
409	2001	154,800	Western Star	dump truck w/Viking gear										388,965		
410	2014	58,500	Ford	350, 4wd, pick up utility body, 9' plow	97,190											
411	2012	20,000	Ford	F150 4WD Pickup		82,164										
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				130,849								
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										388,965		
419	2017	154,800	Western Star	dump truck w/Viking gear												
422	2014	103,000	Cat	4wd, loader/backhoe, 1 3/4 cy (replacement cost \$140,000)												
422A	2022		Cat	306 Mini Excavator Angle Blade/48"830" bucket B6S Hammer/Flail Mower												
427	2019	190,700	CAT	930M, Small Wheel Loader												
429	2018	179,000	Multitrack Multihog	Sidewalk Plow, 48"Hyd CX75 MTST - SN: 3323												
430	2020	31,000	Ford	Explorer, 4 door eco boost												
431	2007	2,400	Sweepster	Sidewalk Sweeper walk behind												
432	2018	151,500	Maclean	sidewalk plow/mower/snow blower									287,688			
433	2005		PetroVend	Fuel Pumps 1 & 2												
438	2001	40,000	Sewer Equipment	Culvert Cleaning Trailer, Diesel											169,588	
440	1994	4,000	Lincoln	Welder with Trailer					8,465							
441	2017	3,000	Icorn Pro Trailer	Utility trailer												
444	2020	26,300	Chicago Compressor	CPS185												
445	2017	15,100	Wacker	Paving Roller												
447	1950	500	Unknown	Parade Trailer												
448	1980	1,000	Homemade	Form Trailer 6000 lbs		9,129										
449	2017	17,800	Talb	Equipment Trailer												
453	2017	1,800	Wacker	Wacker/Compactor												
455	1974	2,000	ED Etnyre	asphalt curb machine												
457	2002	9,200	Salsco	Mini Paver Sidewalks/ Replace with Pull behind Paving Hot Box	114,117											
458	2001	3,300	Wacker	Reversible Plate Compactor												
491	1997	2,400	Sawtec	Pavement Cutter									7,765			
506	2012	10,000	Load Max	Equipment Trailer Low Bed												
507	2006	24,000	Ford	Van, E350												
509	2021	2,000	North America	Inverter for Salt Shed Doors												
529	2012	3,800	Line Lazer	Line Striping Machine									6,460			
533	2016	8,000	Bosch	Vehicle Diagnostic Tool					20,836							
561	2002	1,500	Emglo	Air Compressor		10,693										
579	2007	Unknown	Reznor	Waste Oil Furnace		9,129										
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												52,492
597	Unknown	Unknown	Dynamic 40 amp	Plasma Cutter												
598	2017	Unknown	Hydro Tek	Pressure washer, sand blaster									8,386			
599	2018	19,100	Spanco	Spanco Crane two Ton												
538			Salt Shed	Doors												
539			Storage Shed	PW 3 Car Storage Shed (moved to 2023)												
610 (25)	1998	11,200	Motorola(25 units)Vehicle Radios	(25 units)Vehicle Radios												
In-Town Parks and Fort Foster Division:																
401	2017	97,900	Ford	Diesel, 4x4, SS dump body, plow				130,849								
414	2017	79,000	Ford	550 4wd 3 cy, SS dump, plow				130,849								
420	2006	12,000	John Deere	Z-Track												
421	2010	39,400	Kubota	B3030 loader,mower,sweeper, tiller			60,482									
426	2017	16,200	Kubota	Zero Turn Mower with Deck (Bagger)												
426A	1999	14,200	Jacobsen	4wd fr mower									30,399			
428	2013	14,100	Kubota	2wd Zero Turn Mower (Bagger)					41,672							
436	2017	8,600	Udump Trailer	Dumpbed Trailer with Leaf Vacuum									18,636			
446	2017	3,000	Icorn Pro Trailer	Trailer												
450	2000	5,000	Welsh	trailer												
Solid Waste Division:																
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	114,117											
437	1994	58,000	Read	RD-40B, screen all			148,352									
439	2016	67,300	Spector	Live Floor Trailer												
442	1990	14,000	Morbark	290, chipper			57,058						139,301			
500	2015	297,100	International	TR-10N-75 Auto Baler												890,582
501	1991	41,000	MACHINEX	baler conveyor (Moved up due to condition)												
503	2004	70,000	ACCURATE	trash compactor		125,551										
504	1995	5,000	Unknown	old compactor		30,811										
505	1978	3,000	Valdor	air compressor		8,878										
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		20,541										
524	2017		Hydro Tek	pressure washer									8,270			
525	2004	11,000	Ameri Shredder	Paper shredder		45,647										
Cost					\$ 397,060	\$ 346,266	\$ 351,479	\$ 695,619	\$ 70,973	\$ -	\$ -	\$ -	\$ 525,905	\$ 1,166,896	\$ 169,588	\$ 943,074
Trade-In					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cost					\$ 397,060	\$ 346,266	\$ 351,479	\$ 695,619	\$ 70,973	\$ -	\$ -	\$ -	\$ 525,905	\$ 1,166,896	\$ 169,588	\$ 943,074
CIP Funding					\$ 450,000	\$ 450,000	\$ 450,000	\$ 475,000	\$ 350,000	\$ 325,000	\$ 325,000	\$ 350,000	\$ 350,000	\$ 375,000	\$ 375,000	\$ 420,000
Previous Year Balance					\$ (17,752)	\$ 35,187	\$ 138,922	\$ 237,442	\$ 16,824	\$ 295,850	\$ 620,850	\$ 945,850	\$ 1,295,850	\$ 1,119,946	\$ 328,049	\$ 533,461
Remaining Account Balance					\$ 35,187	\$ 138,922	\$ 237,442	\$ 16,824	\$ 295,850	\$ 620,850	\$ 945,850	\$ 1,295,850	\$ 1,119,946	\$ 328,049	\$ 533,461	\$ 10,387

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4017):



Date:	October 17, 2022	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:

Federal MS4 General permit for stormwater requires the Town to evaluate stormwater infrastructure and track and remediate illicit discharges to the drainage system. Evaluation is completed through televising and sampling which triggers maintenance or repair if found deficient.

FY24 projects include \$15,000 for MS4 sampling, televising drainage and replacing basin insert filter cartridges and \$25,000 for Spruce Creek water sampling and grant match.

Photo (click image to insert):



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:	\$
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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	

FY24	FY25	FY26	FY27	FY28	Total
\$ 40,000	\$40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$200,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4043):



Date:	October 18, 2022	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.

FY24 projects include repairs to deteriorating bunkers, potential expansion of parking and trails, and possible installation of composting toilets for year-round toileting facilities at Fort Foster.

Photo (click image to insert):



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:	\$
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$	Comments:	Possible LWCF grant opportunities
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	

FY24	FY25	FY26	FY27	FY28	Total
\$ 20,000	\$ 20,000	\$ 20,000	\$20,000	\$20,000	\$100,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4056):



Date:	17 November 2022
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 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):

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). Nine new sets of turnout protective clothing were ordered in April 2022 with a 11 to 12 month-delivery timeframe. Prior to COVID, delivery was in 2 months.

We expect to order another 12 sets during the early spring timeframe. SCBA replacement, scheduled for this fiscal year will start at the end of June with delivery of 22 SCBA's prior to the end of the calendar year. SCBA is \$10,000 per unit. Turnout gear is \$4,000 per set.



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:	\$60,400
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Other Funding Sources:

Amount and Type of Other Funding Sources:	\$ 0	Comments:	
Salvage Value of Existing Equipment?	\$ 0	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	

FY24	FY25	FY26	FY27	FY28	Total
\$60,400	\$60,400	\$60,400	\$60,400	\$60,400	\$302,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4020):



Date:	November 28, 2022
Department:	Administration
Project Title:	Technology 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:	\$ 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 checked="" type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

Project Description:

Photo (click image to insert):

The 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 the 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.

FY23 is focused on transition to MS365, VoIP conversion, modernizing servers and desktops to most current OS. Some projects planned for 2023 were moved to 2024 for management/operational needs. FY24 will continue modernization of services to stay ahead of end of service/life dates, security hardening, and removal of obsolete systems.



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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Financing:

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

FY24	FY25	FY26	FY27	FY28	Total
\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$350,000

Please Provide and/or Attach Additional Project Details

Kittery-RoadMap

2023

Name	Priority	Status	Tags	Dependency	\$	183,000
HARDWARE: Police: Evidence PC (Isolated PC)	Low	Complete	Functionality, Hardware			
SECURITY: MS-ISAC Cyber-Security Program	Low	Complete	SAAS, Security			
PHYSICAL: Library Site Move (Ongoing)	Medium	Complete	Physical			
Modernize Remaining servers to Most recent OS	Critical	In Progress	Compliance	New Hosts for Town Administration Office	\$	9,500
Hardware: Harbor WiFi	Low	In Progress	Hardware		\$	1,500
Phone System Review	Medium	In Progress	Functionality		\$	35,000
Office 365 Government Community Cloud (GCC) Migration	Critical	Planning	SAAS	Kick Off March	\$	45,000
Update System Security Plan (SSP) and POA&M	High	Planning	Security	Governance: Policies and Procedures	\$	2,500
Hardware: Harbor Cameras	Low	Planning	Hardware, Security	Being Bid	\$	15,000
Hardware: Police Cameras and Doors	Low	Planning	Hardware, Security	Being Bid	\$	67,000
Security: Workstation Hardening	Medium	Planning	Security, Governance		\$	7,500

2024

Name	Priority	Status	Tags	Dependency	\$	32,400
Security: Firewall Hardening via DarkCube	High	Not Started	Security		\$	3,000
SECURITY: Endpoint Security Enhancement	High	Not Started	SAAS, Security		\$	1,500
Governance: Policies and Procedures	High	Not Started	DisasterRecovery, Governance		\$	4,500
SECURITY: Vulnerability Management	High	Not Started	Security		TBD	
Modernize Remaining servers to Most recent OS	High	Not Started			TBD	
SECURITY: Harden Local Servers With Department of Defense Settings (STIGS)	High	Waiting on Dependent	Security	New Hosts for Town Administration Office	\$	3,000
FUNCTIONALITY: Electronic Archive	Low	Not Started			TBD	
Obsolescence: Remove Untangled System	Medium	Not Started	Hardware, Security		TBD	
SECURITY: User based Cyber Security Training	Medium	Not Started	Security, Compliance		\$	2,700
Network Segmentation	Medium	Not Started	Functionality, Security		\$	3,000
SharePoint and Teams Implementation	Medium	Waiting on Dependent	SAAS	Office 365 Government Community Cloud (GCC) Migration	TBD	
KPD Wireless Upgrade	Medium	Waiting on Dependent	Functionality, Hardware, Security	Obsolescence: Remove Untangled System	TBD	
KWW Waste Water Virtualization/Network Rebuild	Medium	Waiting on Dependent	Functionality, Hardware	Office 365 Government Community Cloud (GCC) Migration	\$	1,200
Domain Reorganization	Medium	Waiting on Dependent	Functionality	SECURITY: Endpoint Security Enhancement	\$	8,500
New Network Switching - All locations	Medium	Waiting on Dependent	Hardware	Domain Reorganization	\$	5,000

FUTURE

Name	Priority	Status	Tags	Dependency	\$	175,000
Police Incidement Management Software Conversion	High	Not Started	IMC Ending Support		\$	175,000
Government rated version of Zoom	Low	Not Started			TBD	
BACKUP: Acronis CyberCloud Migration	Medium	Not Started	DisasterRecovery		TBD	

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4019):



Date:	November 15, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Kittery Community Center	Est. Funding Request:	\$40,000
Project Title:	KCC Equipment Reserve	Est. Useful Life (Years):	5-20
Contact:	Jeremy Paul		
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 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 checked="" 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 next five years will focus on replacement of fitness machines and equipment, STAR Theatre upgrade/expansion of sound and theatrical light systems, replacement of kitchen equipment including the walk-in cooler and walk-in freezer, gymnasium sound system, an all-building intercom system to coincide with emergency management plans, installed projection in meeting rooms to improve flexibility/technology for groups using the meeting spaces, and upgrading our security camera system.

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	

FY24	FY25	FY26	FY27	FY28	Total
\$40,000	\$55,000	\$55,000	\$65,000	\$65,000	\$280,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4051):



Date:	November 15, 2022
Department:	Kittery Community Center
Project Title:	KCC Facility 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.):	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:

Photo (click image to insert):

This account is for larger projects/maintenance of the KCC and the East Wing. Project needs include continuing to replace exterior doors, as well as to evaluate improving safety measures within the building making better use of a swipe card system.

FY24 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 2022/2023.



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:	\$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	

FY24	FY25	FY26	FY27	FY28	Total
\$25,000	\$35,000	\$35,000	\$75,000	\$75,000	\$245,000

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
Community Center Supervisor
Community Programs Supervisor
Youth Programs Supervisor

Jeremy Paul
Chris Luise
Nicole McNally
Kyle Cook

TO: Kendra Amaral, Town Manager
CC: Elizabeth Lallemand, Finance Director
FROM: Jeremy Paul, Director Kittery Community Center
DATE: November 15, 2022
RE: FY2024-FY2028 Capital Improvement Plan

Please find the FY2024-FY2028 Capital Improvement Plan update and requests from the Kittery Community Center.

FY23 Project Updates

FY23 saw us replace two exterior doors to improve safety and security at those two locations and upgraded a number of machines in the fitness suite. We are also in the process of purchasing a new floor scrubber to help maintain the cleanliness of the facility.

FY24-FY28 Project Requests

The majority of these requests are carryovers from previous requests.

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 \$90,000 (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. We have previously been able to upgrade the stove, convection ovens, and add a warming rack to the kitchen. We still need to be prepared to replace the walk-in fridge/freezer. Potential replacement costs for the walk-in refrigerator/freezer unit are roughly \$19,000 (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 ten 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 and to upgrade the technology. The cost for those items would be approximately \$88,000 (see attached), but can be phased in over time. The priority, LED fixtures, would be roughly \$30,000. 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 \$67,000 (see attached). This price does not include any additional sound proofing needs, such as acoustical panels, which would also be needed.

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 \$19,000 (see attached).

Camera Improvements: The security cameras in the facility are becoming obsolete. There are not a lot of vendors that have the experience with older analog surveillance systems. Upgrading the technology and capabilities of the camera system will help make the KCC a safer environment for everyone who comes into the building. A recent quote for the system upgrades was \$25,000 (see attached).

Installed Projection: The pandemic has taught us a number of things and one of those is the need to be more flexible and tech savvy in our meeting room spaces. Being able to hold hybrid meetings, have screens incorporated into the rooms, and be able to connect wirelessly are all important features in today's world. We are looking to installed projection systems in some of our meeting rooms; particularly Downstairs meeting room 1, the upstairs meeting room, and the community/banquet room. A recent evaluation produced a quote to do all three spaces for \$67,00 (see attached).

KCC FACILITY RESERVE (CIP FUND 4051)

Replacement of Exterior Doors: The KCC has 22 exterior doors throughout the building. For safety and security reasons, there is a need to replace the three exterior doors leading to the theatre. The costs range from \$13,000 to \$15,000 per door.

Swipe Card Access/Upgrading of Interior Doors: As we continue to evaluate the safety of those who use the KCC, adjusting the interior doors that access the rooms will be a priority. Currently, the doors only lock from the outside. We want the doors to be able to be locked from the inside as well as making the doors accessible via swipe cards rather than physical keys. A tentative price to switch doors over is estimated at \$4,000/per door. We are going to do some more research on other potential options.

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 \$300,000. 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.

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4018):



Date:	November 28, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Harbormaster	Est. Funding Request:	\$ 40,000
Project Title:	Kittery Port Authority Boat Reserve	Est. Useful Life (Years):	7-10
Contact:	John Brosnihan		
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/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 funds replacement of the Harbormaster boats and vehicles. The boats are generally replaced every 7-10 years, based on wear and tear and/or mission needs.

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. Public Safety impact fees were used to replace the boat with a Maritime Voyager, currently in production.

The Harbormaster vehicle is breaking down with greater frequency and needs to be replaced. The goal is to purchase a used, hybrid truck or other type vehicle that runs more efficient.



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:	\$
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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	No

FY24	FY25	FY26	FY27	FY28	Total
\$40,000	\$7,500	\$7,500	\$7,500	\$7,500	\$70,000

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster BOATS AND VEHICLES																			
Escalation Factor:				4.5%															
Property	Year Purchased	Model Year	Cost	Replacement Year	Make	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Harbormaster 1	2022	2023	\$157,770	2036	Maritime Voyager	Primary Work/Rescue Boat													279,599
Harbormaster 1 Trailer	2022	2023	see Harbormaster 1	2036															
Electronics Pkg	2020	2020	\$5,800	2027	Garmin/Icom	PS Radio/Radar/Gps				8,248								11,225	
Harbormaster 2	2020	2020	\$17,210	2035	Martime Work Skiff	1480 Skiff												33,306	
Outboard	2020	2020	\$5,000	2027		50 HP Outboard				7,111								9,676	
Harbormaster 2 Trailer	2020	2020	see Harbormaster 2	2035		Maritime Trailer													
HM Truck	2014	2014	\$40,000	2024	Dodge Quad Cab	Used	40,000								56,884				
Account Balance							\$8,325	\$13,325	\$20,825	\$28,325	\$20,466	\$27,966	\$37,966	\$47,966	\$57,966	\$11,082	\$26,082	\$41,082	\$11,875
Cost							40,000	-	-	15,359	-	-	-	-	56,884	-	-	54,207	279,599
Trade-In							\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding							\$40,000	\$7,500	\$7,500	\$7,500	\$7,500	\$10,000	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000	\$25,000	\$7,500
Remaining Account Balance							\$13,325	\$20,825	\$28,325	\$20,466	\$27,966	\$37,966	\$47,966	\$57,966	\$11,082	\$26,082	\$41,082	\$11,875	(\$260,225)

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4055):



Date:	November 28, 2022
Department:	Harbormaster
Project Title:	Kittery Port Authority Equipment 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.):	2
Est. Funding Request:	\$15,000
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:

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.

FY23 focused on redecking floats to extend their useful life and replacement of Town moorings. The second hoist is being replaced and remounted to meet current safety standards.

Redecking of floats will continue for the next few years to extend their useful life.

Photo (click image to insert):



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:	\$	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	

FY24	FY25	FY26	FY27	FY28	Total
\$15,000	\$25,000	\$25,000	\$35,000	\$70,000	\$170,000

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster EQUIPMENT															
Escalation Factor:		4.5%													
Property	Year Purchased	Cost	Replacement Year	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
PEPPERRELL COVE															
Float Replacement	Various	\$40,000	Annual	Various					59,444	62,119	64,914	67,835	70,888	74,078	77,411
Float Refurbishment	Various	\$10,000	Annual	Various	10,000	10,000	12,000	12,000		12,000		12,000		12,000	
Transient Utilities	2014	\$78,000	As Needed	H20+Electricity											
Mooring Replacement	Various	\$5,000	Annual	Various			6,804		7,430		8,114		8,861		9,676
TRAIP															
Float Replacement	UNK	\$10,000	Annual	Various						15,530	16,229				
Float Refurbishment	UNK	\$10,000	Annual	Various											
Kayak Rack System	2022	\$6,000	2037												
GOV ST															
Wharf	2019	\$500,000	2049												
MISC															
Hoist Replacement (2)	2022	\$25,000	As Needed								32,557				
Account Balance					\$14,369	\$19,369	\$34,369	\$40,565	\$63,565	\$66,690	\$47,042	\$10,229	\$15,393	\$20,644	\$19,567
Cost					\$10,000	\$10,000	\$18,804	\$12,000	\$66,874	\$89,648	\$121,813	\$79,835	\$79,749	\$86,078	\$87,088
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost					\$10,000	\$10,000	\$18,804	\$12,000	\$66,874	\$89,648	\$121,813	\$79,835	\$79,749	\$86,078	\$87,088
CIP Funding					\$15,000	\$25,000	\$25,000	\$35,000	\$70,000	\$70,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000
Remaining Account Balance					\$19,369	\$34,369	\$40,565	\$63,565	\$66,690	\$47,042	\$10,229	\$15,393	\$20,644	\$19,567	\$17,479

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4016):



Date:	November 28, 2022
Department:	Harbormaster
Project Title:	Kittery Port Authority Facility 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.):	2
Est. Funding Request:	\$10,000
Est. Useful Life (Years):	Various

Project Type: Check All That Apply -

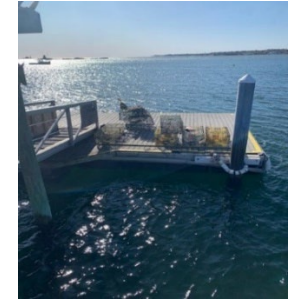
Scheduled Replacement	<input checked="" type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce 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 projects being planned for the coming few years include the short ramps at Frisbee Pier to address the slope during low tide; seawall reinforcement, working on retrofits of the existing piles to extend their useful life and avoid costly replacement in the near term, and address damage to the utilities service from the December 2022 storm.



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:	\$	Comments:	Potential FEMA funding; investigating BIG program 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	

FY24	FY25	FY26	FY27	FY28	Total
\$10,000	\$15,000	\$20,000	\$20,000	\$20,000	\$85,000

Please Provide and/or Attach Additional Project Details

Town of Kittery Harbormaster FACILITIES																	
Escalation Factor:				4.5%													
Property	Year Purchased	Cost	Replacement Year	Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Pepperrell Pier	2011	\$58,500	2036	East Pier													123,633
Transient Ramp	2014	\$35,000	2034												67,735		
Frisbee Pier	2012	\$450,000	2052	West Pier													
Frisbee Ramp1	2022	\$18,000	2034					25,598									
Frisbee Ramp2	2012	\$18,000	2032		6,000									33,335			
Frisbee Ramp 3	UNK	\$13,000	2029												25,159		
HM Office	1997	\$47,000	2040														
Wharf Utilities	2014	\$83,400	2040														
Rider Piling Replacement	Various	\$12,500	Various		12,500		14,265		15,577		17,011						
Seawalls	UNK																
MOORING FIELD																	
Back Channel Regrid	NEW	TBD	TBD														
TRAIP																	
HM Shed	2020	\$6,500	2040														
GOV ST																	
Govt.St. Pier	2019	\$500,000	2059														
RICE AVE																	
Storage Bldg	Unk	\$15,000	2025			19,534											
Account Balance					\$17,123	\$8,623	\$4,089	\$9,825	\$4,227	\$8,649	\$28,649	\$41,639	\$71,639	\$106,639	\$108,304	\$55,410	\$95,410
Cost					\$18,500	\$19,534	\$14,265	\$25,598	\$15,577	\$0	\$17,011	\$0	\$0	\$33,335	\$92,894	\$0	\$123,633
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding					\$10,000	\$15,000	\$20,000	\$20,000	\$20,000	\$20,000	\$30,000	\$30,000	\$35,000	\$35,000	\$40,000	\$40,000	\$40,000
Remaining Account Balance					\$8,623	\$4,089	\$9,825	\$4,227	\$8,649	\$28,649	\$41,639	\$71,639	\$106,639	\$108,304	\$55,410	\$95,410	\$11,778

Kittery Port Authority
Long-Range Planning

On the Horizon	KPA Priority	Capital	Anticipated Cost
Regriidding of back channel mooring field	1	Y	TBD
<i>Dredge Pepperrell Cove</i>			
Engineering Study	1		\$ 30,250
Dredge (Not FNP) [approx 6 acres] ¹	1		\$ 242,000
Harbormaster Boat House	2-3	Y	\$ 50,000
Preserve waterfront access	?	?	?
<i>Expand Pepperrell Cove</i>			
Engineering Study	3	Y	\$ 35,000
Construction	3	Y	?
Improve Rice Ave	3	Y	\$ 10,000

1. Assumes \$25/cubic yard

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM CIP FUND (4022):



Date:		Dept. Priority (1 of 3, etc.):	1
Department:	Kittery Police Department	Est. Funding Request:	\$155,000
Project Title:	Police Vehicle Reserve	Est. Useful Life (Years):	3 - 5
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 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 5% to reflect current market trends.

Due to supply shortages, the front-line cruiser replacement has been set back approximately 1 ½ years. 3 new vehicles were placed into service at the end of FY22. Two additional new cruisers have just arrived but will not be outfitted and service ready until late winter/early spring of 2023. New cost estimates from GM and Ford indicate a price increase for police cruisers from an average of \$38,000 to approximately \$47,000 per unit for the 2023 model year. This does not include the cost of equipment and upfit. New body styles will require new equipment such as prisoner enclosures, consoles and storage units.



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	

FY24	FY25	FY26	FY27	FY28	Total
\$155,000	\$175,000	\$175,000	\$175,000	\$195,000	\$875,000

Please Provide and/or Attach Additional Project Details

Town of Kittery Police VEHICLES																	
Escalation Factor:					5.0%												
Replacement																	
Vehicle	Model Year	Cost	Year	Make	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Front Line Cruiser ¹	2018	\$67,000	3 YR	Ford Explorer			77,561			89,786			103,939			120,322	
Front Line Cruiser ¹	2022	\$67,000	3 YR	Ford Explorer		73,868			85,511			98,990			114,593		
Front Line Cruiser ¹	2022	\$67,000	3 YR	Ford Explorer		73,868			85,511								
Front Line Cruiser ¹	2021	\$67,000	3 YR	Chevy Tahoe	70,350			81,439			94,276			109,136			126,338
Front Line Cruiser ¹	2021	\$67,000	3 YR	Chevy Tahoe	70,350			81,439			94,276			109,136			126,338
Front Line Supervisor ¹	2021	\$67,000	3 YR	Chevy Tahoe			77,561			89,786			103,939			120,322	
Animal Control ²	2020	\$67,000	2029	F150 Pickup						89,786							
Detective	2017		Rotation FL	Ford Explorer													
Detective	2018		Rotation FL	Ford Explorer													
School Resource Officer	2018		Rotation FL	Ford Explorer													
Supervisor - Admin ²	2018	\$58,000	2023	Ford Explorer - Admin Pkg								85,692					
Supervisor - Admin ²	2019	\$58,000	2026	Ford Explorer - Admin Pkg			67,142								99,200		
Spare Unmarked	2015		Rotation FL	Ford Explorer													
Motorcycle	NEW	\$35,000	2026				40,517						54,296				
Account Balance					\$103,834	\$118,134	\$145,399	\$57,618	\$69,740	\$93,718	\$24,359	\$35,807	\$51,126	\$13,951	\$20,679	\$31,887	\$16,242
Cost					140,700	147,735	262,781	162,878	171,022	269,359	188,551	184,682	262,174	218,272	213,792	240,645	252,677
Trade-In					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding					\$155,000	\$175,000	\$175,000	\$175,000	\$195,000	\$200,000	\$200,000	\$200,000	\$225,000	\$225,000	\$225,000	\$225,000	\$250,000
Remaining Account Balance					\$118,134	\$145,399	\$57,618	\$69,740	\$93,718	\$24,359	\$35,807	\$51,126	\$13,951	\$20,679	\$31,887	\$16,242	\$13,565

- Notes:
- 1. Transition to hybrid when possible
 - 2. Transition to Electric Vehicle

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM CIP CODE (4129):



Date:	November 28, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Police Department	Est. Funding Request:	\$15,000
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:

Photo (click image to insert):

Police utilize a variety of equipment while 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.

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 Request):

Project Costs:	\$	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	

FY24	FY25	FY26	FY27	FY28	Total
\$15,000	\$35,000	\$35,000	\$35,000	\$35,000	\$155,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4100):



Date: _____
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: \$25,000
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.

The Gorges Road Station was approved for expansion by Warrant Article in 2021 (associated with sale of the Walker Street Station). The project was recently bid and is expected to begin construction in early 2023, and includes the addition of two bays for ambulance service, 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 _____

FY24	FY25	FY26	FY27	FY28	Total
\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4026):



Date:	December 22, 2022
Department:	Administration
Project Title:	Records Preservation
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.):	2
Est. Funding Request:	\$15,000
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:

Photo (click image to insert):

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.

This project was expected to be completed in FY26 with all historic records being preserved. However, records were found at the Kittery Historic and Naval Museum that were marked as "on loan". The records are official/original documents of the Town from the 1600s and 1700s. We are working on gathering more information about the exact nature of the docs, the total number, their condition, and details of the documents and identifying opportunities for grant funds.



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	

FY24	FY25	FY26	FY27	FY28	Total
\$15,000	\$15,000	\$15,000	\$0	\$0	\$45,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (2903):



Date:	October 17, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Public Works	Est. Funding Request:	\$97,000
Project Title:	Fort Foster Invasive Plant Management	Est. Useful Life (Years):	
Contact:	David Rich	If yes, when? (FY):	
Previously Presented?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Project Type: Check All That Apply -

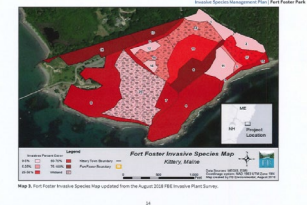
Scheduled Replacement	<input type="checkbox"/>	Expanded Service	<input type="checkbox"/>	Deemed Critical by Dept.	<input type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input checked="" type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Reduce GHG/Improve 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:

Photo (click image to insert):

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.

The remainder of this project is proposed to be funded with unassigned fund balance via a warrant article in 2023.



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

Project Financing:

Total Project Cost:	\$198,000	Town Funding Needed:	\$97,000 from unassigned fund balance
Amount and Type of Outside Funding Sources:	\$ 101,000	Comments:	FY22 Wetlands Mitigation Fund Transfer, FY23 CIP
Salvage Value of Existing Equipment?	\$	Comments:	

Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$	Comments:	
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$	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

FY24	FY25	FY26	FY27	FY28	Total
\$97,000	\$0	\$0	\$0	\$0	\$97,000

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	\$ -	\$ -	\$ -	\$ -	
Unassigned Fund Balance Request (Warrant Article)	\$ -	\$ -	\$ 97,000	\$ -	\$ -	\$ -	\$ 199,000

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (5511):



Date: November 22, 2022
Department: Kittery Public Works
Project Title: **Bicycle & Pedestrian Master Plan**
Contact: David Rich
Type of Request? ☐ Ongoing Reserve ☒ One-time project

Dept. Priority (1 of 3, etc.): 2
Est. Funding Request: \$ 0
Est. Useful Life (Years): TBD
How Many Years Needed to Complete? TBD

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:

Photo (click image to insert):

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. There is no request for FY24. Staff are working on lining up demonstration projects with MDOT to test projects before moving forward with full construction.



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

Project Financing (if One-Time Project):

Total Cost (including prior years): \$ CIP Funding Needed: \$640,000

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 2023
 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

FY24	FY25	FY26	FY27	FY28	Total
\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

Please Provide and/or Attach Additional Project Details

KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2023)



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	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (4)	\$3,299.45	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (4)	\$450.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (8)	\$19,017.78	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (1)	\$4,714.80	Long-Term	Town of Kittery	MaineDOT
		Multimodal	Stop Bar (1)	\$45.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$13,339.33	Mid-Term	Town of Kittery	MaineDOT
		Bicycle	Wayfinding Sharrows (2)	\$105.78	Short-Term	Town of Kittery	MaineDOT
		Bicycle	Pocket Bike Lane (1)	\$438.75	Short-Term	Town of Kittery	MaineDOT
<i>John Paul Jones Park (South Side)</i>	Intersection	Bicycle	Cross-Bike (3)	\$253.13	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (3)	\$240.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (6)	\$14,263.33	Mid-Term	Town of Kittery	MaineDOT
		Multimodal	Traffic Diverter (1)	\$5,999.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (2)	\$1,456.90	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Town of Kittery	MaineDOT
<i>John Paul Jones Park (Accents)</i>	Corridor	Bicycle	Painted Bike Lanes (Green) (3)	\$7,732.13	Short-Term	Town of Kittery	MaineDOT
	Supporting Facilities	Bicycle	Bike Parking Area (Covered)	\$13,294.77	Mid-Term	Town of Kittery	MaineDOT
<i>Shapleigh Rd @ Buckley Way / Manson Ave</i>	Intersection	Pedestrian	Curb Extension (Flex-Posts) (4)	\$2,571.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (2)	\$225.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (6)	\$14,263.33	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	Stop Bar (2)	\$60.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Advance Warning Signage (MUTCD W11-2) (4)	\$1,824.00	Short-Term	Town of Kittery	MaineDOT
		Multimodal	Warrant & Capacity Analysis for Potential Signal (1)	\$5,000.00	Long-Term	Town of Kittery	MaineDOT
<i>Shapleigh Rd - Between Buckley Way & Walgreen's</i>	Corridor	Bicycle	Wayfinding Sharrows (2)	(Corridor)	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Pedestrian Lane (Flex-Posts) (1)	(Corridor)	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Sidewalk (1)	\$45,205.52	Long-Term	Town of Kittery	MaineDOT

KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2023)



LOCATION	CATEGORY	TYPE / MODE	IMPROVEMENT	APPROX. MATERIAL COST	IMPLEMENTATION TIMELINE	LEAD AGENCY	SUPPORTING AGENCY
<i>Shapleigh Rd @ Walgreen's Driveway</i>	Intersection	Pedestrian	Continental Crosswalk (1)	\$131.25	Short-Term	Town of Kittery	MaineDOT
		Bicycle	Cross-Bike (1)	\$59.06	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Mid-Term	Town of Kittery	MaineDOT
<i>Buckley Way - Between Shapleigh Rd and Rogers Rd</i>	Corridor	Pedestrian	Sidewalk (325 LF)	\$48,169.81	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (1)	\$90.00	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Long-Term	Town of Kittery	MaineDOT
<i>Route 103 @ Wentworth St / Rogers Rd</i>	Intersection	Pedestrian	Continental Crosswalk (2)	\$356.25	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$17,785.78	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Flex-Posts) (1)	\$514.20	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (1)	\$4,714.80	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Flex-Posts) (1)	\$857.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Curbing) (1)	\$10,398.13	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	Stop Bar (1)	\$30.00	Short-Term	Town of Kittery	MaineDOT
<i>Route 103 @ Wentworth St / Rogers Rd (Southern Approach)</i>	Corridor	Traffic Calming	Channelizing Triangle (Flex-Posts) (2)	\$339.06	Short-Term	Town of Kittery	MaineDOT
		Traffic Calming	Channelizing Triangle (Curbing) (2)	\$7,105.02	Long-Term	Town of Kittery	MaineDOT
		Traffic Calming	Median (Flex-Posts) (1)	\$754.16	Short-Term	Town of Kittery	MaineDOT
		Traffic Calming	Median (Curbing) (1)	\$10,398.13	Long-Term	Town of Kittery	MaineDOT
<i>Route 103 @ Route 236 @ Woodlawn Ave</i>	Intersection	Pedestrian	Curb Extension (Flex-Posts) (4)	\$3,470.85	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (4)	\$18,859.18	Long-Term	Town of Kittery	MaineDOT
		Bicycle	Cross-Bike (2)	\$278.44	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (2)	\$337.50	Short-Term	Town of Kittery	MaineDOT
		Multimodal	Stop Bar (2)	\$75.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Flex-Posts) (1)	\$1,122.67	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Pedestrian Refuge (Curbing) (1)	\$11,730.86	Long-Term	Town of Kittery	MaineDOT
		Multimodal	Warrant & Capacity Analysis for Potential Signal (1)	\$10,000.00	Long-Term	Town of Kittery	MaineDOT

KITTERY TOWN-WIDE PEDESTRIAN & BICYCLE PLAN (2023)



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	Town of Kittery	MaineDOT
		Pedestrian	Curb Extension (Curbing) (2)	\$9,429.59	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	ADA Compliant Curb Ramp (2)	\$4,754.44	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Continental Crosswalk (1)	\$93.75	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Raised Crossing (1)	\$11,116.11	Long-Term	Town of Kittery	MaineDOT
		Pedestrian	Yield to Pedestrians Signage (MUTCD R1-6) (2)	\$480.00	Short-Term	Town of Kittery	MaineDOT
		Pedestrian	Advance Warning Signage (MUTCD W11-2) (4)	\$1,824.00	Mid-Term	Town of Kittery	MaineDOT
		Pedestrian	Turning Vehicles Yield to Pedestrians (MUTCD R10-15) (2)	\$600.00	Mid-Term	Town of Kittery	MaineDOT
<i>Main St @ Walker St</i>	Intersection	Pedestrian	ADA Compliant Curb Ramp (4)	\$9,508.89	Mid-Term	MaineDOT	Town of Kittery
		Pedestrian	Continental Crosswalk (2)	\$225.00	Mid-Term	MaineDOT	Town of Kittery
		Pedestrian	Stop Bar (2)	\$45.00	Mid-Term	MaineDOT	Town of 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	Town of Kittery	MaineDOT
		Bicycle	Fort Rd - Kittery Point Bridge: Super Greenbacks + Gauntlet of Other Measures (Both Directions)	\$83,081.07	Mid-Term	Town of 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	Town of Kittery	MaineDOT
		Bicycle	Walgreen's - Buckley Way: Pedestrian Lane (SB) + Buffered (No Vertical) Bike Lane (NB)	\$5,872.39	Mid-Term	Town of Kittery	MaineDOT
		Bicycle	Buckley Way - Rogers Rd Split: Super Greenbacks + Signage (Both Directions)	\$6,020.27	Short-Term	Town of Kittery	MaineDOT
<i>Rogers Rd (Route 236)</i>	Corridor	Bicycle	Rogers Rd Split - Goodsoe Rd: Conventional Bike Lanes (Both Directions)	\$14,317.25	Short-Term	Town of 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	Town of Kittery	MaineDOT
<i>US-1</i>	Corridor	Bicycle	Haley Rd - Lewis Rd: Rumble Strips (Both Directions)	\$15,471.30	Mid-Term	Town of Kittery	MaineDOT
		Bicycle	Lewis Rd - Town Line: Rumble Strips (Both Directions)	\$27,717.68	Mid-Term	Town of Kittery	MaineDOT

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4123):



Date:	November 22, 2022	Dept. Priority (1 of 3, etc.):	1
Department:	Town Manager	Est. Funding Request:	\$100,000
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. Year 2 funding will be requested from unassigned fund balance through a warrant article in June 2023.



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: \$215,000 CIP Funding Needed: \$175,000

Other Funding Sources:

Amount and Type of Other Funding Sources: \$ 75,000 Comments: CIP FY23, seeking remaining from unassigned fund balance
Salvage Value of Existing Equipment? \$ Comments:

Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance \$ Comments:

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.

FY24	FY25	FY26	FY27	FY28	Total
\$100,000	\$0	\$0	\$0	\$0	\$100,000

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (2904):



Date:	November 22, 2022	Dept. Priority (1 of 3, etc.):	3
Department:	Public Works	Est. Funding Request:	\$15,500
Project Title:	Legion Pond Restoration	Est. Useful Life (Years):	
Contact:	David Rich		
Previously Presented?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when? (FY):	

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 checked="" 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:

Photo (click image to insert):

Legion Pond has been degraded by invasive plants and nutrient overload. The identified source for the nutrients is avian and decomposition of duckweed and submerged invasive plants. The Town Council has asked for the pond to be prioritized for restoration to historic conditions.

This project will focus on enhancement of the area and include permitting, invasive plant removal both uplands and diver assisted suction harvesting twice a year, removal of debris, and reestablishment of fish populations once invasive plants are addressed. Seeking project funds from unassigned fund balance, through a warrant article in June 2023.



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

Project Financing:

Total Project Cost:	\$60,720	Town Funding Needed:	\$15,500
Amount and Type of Outside Funding Sources:	\$45,220	Comments:	MDEP Grant
Salvage Value of Existing Equipment?	\$	Comments:	

Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$	Comments:	
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$	Comments:	

Project Planning:

Proposed Start Date of Project:	Started in 2022
What Planning Has Been Done for Project?	DEP assessment and recommendations
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	Yes, project is phased over six years

FY24	FY25	FY26	FY27	FY28	Total
\$15,500	\$0	\$0	\$0	\$0	\$15,500

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (5510):



Date:	December 22, 2022	Dept. Priority (1 of 3, etc.):	2
Department:	Town Manager	Est. Funding Request:	\$0
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. The project received initial funding in FY23 (\$30,000).



However, based on proposals received, the funding fell far short of the costs proposed by the consultants. The School Department has agreed to cover the shortfall for this phase of the project.

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: \$48,000 CIP Funding Needed: \$30,000

Other Funding Sources:

Amount and Type of Other Funding Sources: \$48,000 Comments: FY23 CIP and School Capital Reserve
 Salvage Value of Existing Equipment? \$ Comments:

Project Planning:

Proposed Start Date of Project: July 2023 (delayed from 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

FY24	FY25	FY26	FY27	FY28	Total
\$0	\$0	\$0	\$0	\$0	\$0

Please Provide and/or Attach Additional Project Details

2024 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (NEW):



Date:	January 27, 2023	Dept. Priority (1 of 3, etc.):	2
Department:	Kittery Public Works	Est. Funding Request:	\$ 250,000
Project Title:	Shapleigh Track Replacement	Est. Useful Life (Years):	20
Contact:	David Rich	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 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:

The running track at Shapleigh field is in critical need of replacement. Though restricted to student use during the school day, it also serves the broader community, providing a safe outdoor surface to run and walk on.

Funding source proposed is the unassigned fund balance through a warrant article in June 2023.

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 (including prior years):	\$ 250,000	CIP Funding Needed:	\$250,000
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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 2023
What Planning Has Been Done for Project?	School Dept obtained quotes
Is Funding Necessary for Further Plans/Estimating?	No
Can the Project be Phased? If yes, expenditure by year	No

FY24	FY25	FY26	FY27	FY28	Total
\$250,000	\$0	\$0	\$0	\$0	\$250,000

Please Provide and/or Attach Additional Project Details

PROJECTS ON THE HORIZON

PROJECTS IMPACTING FINANCIAL POSITION
CAPITAL IMPROVEMENT PLAN
FY24- FY28

FY22 Unassigned Fund Balance ¹	\$10,273,884
Policy Requirement (2.5 months of Town and School operating budgets)	\$7,637,920
Surplus/(Deficit)	\$2,635,964

Planned	Funded Year	COST	Unassigned Fund	Capital	Annual Debt	Grants	Notes
Senior Tax Circuit Breaker	Ongoing	\$50,000	\$50,000			Annual	
Compensated Absences	Ongoing	\$125,000	\$125,000			Annual	
In Evaluation Phase							
Memorial Field	TBD	TBD					Assessment underway
Stevenson Sidewalk	TBD	\$600,000					Awaiting decision from MDOT on grant.
Removal of Cole Street Bldg	TBD	\$80,000					Applied for Brownfields funds through SMPDC
Bike/Ped Master Plan Implementation	TBD	\$590,000					Includes Mid- and Long- term improvements
KCC Campus Improvements (Parking, Playground, Playing Fields)	TBD	TBD					Master Plan in Development
Shapleigh Track Replacement (unclear School or Town)	TBD	\$250,000	\$250,000				Track requires replacement or repair cost \$120K - \$250K
Dredge Pepperell Cove - Engineering and Permitting (incl.)	2024	\$500,000					Saco just purchased a dredge, may make this less costly
LED Light Conversion Municipal Bldg	2024	\$100,000	\$100,000				Proposed 2023 Warrant Article
Fort Foster Invasive Plants Management	2024-2027	\$97,000	\$97,000				Proposed 2023 Warrant Article
Legion Pond Water Quality Improvement	2024-2028	\$15,500	\$15,500				Proposed 2023 Warrant Article
Ladder Truck Replacement	2029	\$1,702,000			\$1,702,000		Proposed Debt 2028-2029
TOTAL		\$ 4,109,500	\$ 637,500	\$ -	\$ 1,702,000	\$ -	

Notes:

1. FY22 Audit is still underway. Unassigned Fund Balance will be updated once the audit is complete.

APPENDIX A - DEBT SCHEDULE

Town of Kittery
Debt Schedule
UPDATED:
1/27/2023

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															
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

Town of Kittery
Debt Schedule
UPDATED:
1/27/2023

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

Town of Kittery
Debt Schedule
UPDATED:
1/27/2023

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 - ASSET DETAIL

Town of Kittery (Bus. Activities)
Capital Plan Detail: Assets by Class and Department
Fiscal Year End: 6/30/2022

[Back to asset list](#)

Asset Class/Dept	Acq. Year	Total Original Cost	Annual Dep.	Accumulated Dep.	Net Total	Inactive Date
Building Improvements						
Sewer						
Contributed Capital	2006	\$8,869,122.00	\$221,728.00	\$3,547,649.00	\$5,321,473.00	
Electrical Front Gate Opener	2020	\$8,039.00	\$402.00	\$804.00	\$7,235.00	
Install new Control Panel	2007	\$8,748.00	\$437.00	\$6,561.00	\$2,187.00	
Pump Station 21 Upgrade	2021	\$24,524.00	\$2,452.00	\$2,452.00	\$22,072.00	
Ranger Drive Design	2007	\$8,000.00	\$320.00	\$4,800.00	\$3,200.00	
Ranger Drive Sewer Design	2007	\$8,000.00	\$320.00	\$4,800.00	\$3,200.00	
Ranger Drive Sewer Design	2007	\$6,000.00	\$240.00	\$3,600.00	\$2,400.00	
Ranger Driver Sewer Design	2007	\$12,000.00	\$480.00	\$7,200.00	\$4,800.00	
Remove/replace Grit Machine	2007	\$12,850.00	\$643.00	\$9,638.00	\$3,212.00	
Repairs to metal panels/trims	2013	\$5,450.00	\$0.00	\$5,450.00	\$0.00	
Roof On Pump Station 9	2020	\$7,900.00	\$395.00	\$790.00	\$7,110.00	
SBR Systems Parts Sewer	2007	\$84,722.00	\$3,389.00	\$50,833.00	\$33,889.00	
sewer expansion	2012	\$3,734,742.00	\$124,491.00	\$1,244,914.00	\$2,489,828.00	
Sewer Plant Upgrades	2012	\$21,850.00	\$0.00	\$21,850.00	\$0.00	
WWTF Upgrade	2007	\$9,000.00	\$360.00	\$5,400.00	\$3,600.00	
WWTF Upgrade	2007	\$13,380.00	\$535.00	\$8,028.00	\$5,352.00	
WWTF Upgrade - 2 Year Design	2007	\$9,400.00	\$376.00	\$5,640.00	\$3,760.00	
WWTF Upgrade 1 Year Design	2007	\$10,035.00	\$401.00	\$6,021.00	\$4,014.00	
WWTF Upgrade 1 Year Design	2007	\$23,415.00	\$937.00	\$14,049.00	\$9,366.00	
WWTF Upgrade 1 Year Design	2007	\$6,690.00	\$268.00	\$4,014.00	\$2,676.00	
WWTF Upgrade 1 Yr	2007	\$13,380.00	\$535.00	\$8,028.00	\$5,352.00	
WWTF Upgrade 2 Year	2007	\$9,400.00	\$376.00	\$5,640.00	\$3,760.00	
WWTF Upgrade Centrifuge	2007	\$5,340.00	\$214.00	\$3,204.00	\$2,136.00	
WWTF Upgrade PH 1 Bid Assist	2007	\$7,500.00	\$300.00	\$4,500.00	\$3,000.00	
SubTotal		\$12,919,487.00	\$359,599.00	\$4,975,865.00	\$7,943,622.00	
		\$12,919,487.00	\$359,599.00	\$4,975,865.00	\$7,943,622.00	
Buildings						
Sewer						
HW 20x20 wood bldg	1989	\$10,800.00	\$0.00	\$10,800.00	\$0.00	
Pumping Station #19	1993	\$23,000.00	\$767.00	\$22,233.00	\$767.00	
Pumping Station #1	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #10	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #11	1993	\$43,000.00	\$1,433.00	\$41,567.00	\$1,433.00	
Pumping Station #12	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #13	1993	\$173,000.00	\$5,767.00	\$167,233.00	\$5,767.00	
Pumping Station #14	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #15	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #16	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #17	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #18	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00	
Pumping Station #2	1993	\$53,500.00	\$1,783.00	\$51,717.00	\$1,783.00	
Pumping Station #20	1993	\$23,000.00	\$767.00	\$22,233.00	\$767.00	
Pumping Station #21	1993	\$40,000.00	\$1,333.00	\$38,667.00	\$1,333.00	
Pumping Station #22	2015	\$290,000.00	\$9,667.00	\$67,667.00	\$222,333.00	
Pumping Station #23	2015	\$240,000.00	\$8,000.00	\$56,000.00	\$184,000.00	

Capital Plan: Assets by Class and Department Report

<u>Pumping Station #24</u>	2015	\$240,000.00	\$8,000.00	\$56,000.00	\$184,000.00
<u>Pumping Station #3</u>	1993	\$63,000.00	\$2,100.00	\$60,900.00	\$2,100.00
<u>Pumping Station #4</u>	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00
<u>Pumping Station #5</u>	1993	\$34,000.00	\$1,133.00	\$32,867.00	\$1,133.00
<u>Pumping Station #6</u>	1996	\$700,000.00	\$23,333.00	\$606,667.00	\$93,333.00
<u>Pumping Station #7</u>	1996	\$114,000.00	\$3,800.00	\$98,800.00	\$15,200.00
<u>Pumping Station #8</u>	1996	\$179,000.00	\$5,967.00	\$155,133.00	\$23,867.00
<u>Pumping Station #9</u>	1996	\$205,000.00	\$6,833.00	\$177,667.00	\$27,333.00
<u>Sewer Plant</u>	1993	\$3,800,000.00	\$126,667.00	\$3,673,333.00	\$126,667.00
SubTotal		\$6,537,300.00	\$217,547.00	\$5,635,287.00	\$902,013.00
		\$6,537,300.00	\$217,547.00	\$5,635,287.00	\$902,013.00

Infrastructure

Sewer

<u>2012 Addition</u>	2012	\$25,768.00	\$1,031.00	\$10,307.00	\$15,461.00
<u>2014 sewer upgrades</u>	2017	\$665,681.00	\$26,627.00	\$133,136.00	\$532,545.00
<u>2014 sewer upgrades</u>	2017	\$530,131.00	\$21,205.00	\$106,026.00	\$424,105.00
<u>2015 sewer upgrades</u>	2017	\$2,491,641.00	\$99,666.00	\$498,328.00	\$1,993,313.00
<u>2015 sewer upgrades</u>	2017	\$2,813,886.00	\$112,555.00	\$562,777.00	\$2,251,109.00
<u>2nd pump rebuild</u>	2016	\$7,586.00	\$506.00	\$3,034.00	\$4,552.00
<u>Emergency Sewer Repair</u>	2013	\$15,000.00	\$1,500.00	\$13,500.00	\$1,500.00
<u>Pipe & Manhole Lining</u>	2018	\$81,760.00	\$2,044.00	\$8,176.00	\$73,584.00
<u>rs #7 - 1st pump rebuild - Sewer</u>	2016	\$8,943.00	\$596.00	\$3,577.00	\$5,366.00
<u>Route 95 Borings</u>	2017	\$4,900.00	\$196.00	\$980.00	\$3,920.00
<u>sewer expansion</u>	2017	\$5,059,019.00	\$202,361.00	\$1,011,804.00	\$4,047,215.00
<u>sewer lines</u>	2015	\$18,900.00	\$378.00	\$2,646.00	\$16,254.00
SubTotal		\$11,723,215.00	\$468,665.00	\$2,354,291.00	\$9,368,924.00
		\$11,723,215.00	\$468,665.00	\$2,354,291.00	\$9,368,924.00

Land

Sewer

<u>Corner Lot</u>	2003	\$44,200.00			\$44,200.00
<u>Land</u>	2003	\$44,200.00			\$44,200.00
<u>land</u>	2015	\$1,500.00			\$1,500.00
<u>Waterfront</u>	2003	\$77,700.00			\$77,700.00
<u>Waterfront</u>	2003	\$13,300.00			\$13,300.00
<u>Waterfront</u>	2003	\$95,800.00			\$95,800.00
<u>Whipple Road Drainage</u>	2013	\$9,280.00			\$9,280.00
SubTotal		\$285,980.00	\$0.00	\$0.00	\$285,980.00
		\$285,980.00	\$0.00	\$0.00	\$285,980.00

Machinery & Equipment

Sewer

<u>2005 Triton Trailer Mount Generator</u>	2022	\$7,500.00	\$0.00	\$0.00	\$7,500.00
<u>2012 Addition</u>	2012	\$156,830.00	\$15,683.00	\$156,830.00	\$0.00
<u>88 Onan Trailer mtd. Generator</u>	1988	\$40,000.00	\$0.00	\$40,000.00	\$0.00
<u>91 Onan Trailer mtd. Generator</u>	1991	\$23,000.00	\$0.00	\$23,000.00	\$0.00
<u>Chappell Tractor</u>	2011	\$42,675.00	\$0.00	\$42,675.00	\$0.00
<u>Fire Hydrant Treatment Plant</u>	2020	\$6,395.00	\$640.00	\$1,279.00	\$5,116.00
<u>GIS Project</u>	2021	\$9,693.00	\$1,939.00	\$1,939.00	\$7,754.00
<u>Grit Pump</u>	2021	\$5,180.00	\$518.00	\$518.00	\$4,662.00
<u>Ingersol RD Air Compressor</u>	1994	\$10,000.00	\$0.00	\$10,000.00	\$0.00
<u>Myers Pumps 100-21 (2)</u>	1996	\$7,600.00	\$0.00	\$7,600.00	\$0.00

Capital Plan: Assets by Class and Department Report

photocopiers	2016	\$3,685.00	\$526.00	\$3,159.00	\$526.00
Pump Station 13 Control Panel	2020	\$11,500.00	\$1,150.00	\$2,300.00	\$9,200.00
Pump Station 13 Generator	2020	\$31,747.00	\$3,175.00	\$6,349.00	\$25,398.00
Pump Station 13 Generator	2020	\$16,270.00	\$1,627.00	\$3,254.00	\$13,016.00
Replace 6 Air Relief Valves in Sewer Lines	2020	\$5,210.00	\$521.00	\$1,042.00	\$4,168.00
Rorary Lobe Pump	2013	\$12,982.00	\$1,298.00	\$11,684.00	\$1,298.00
Sewer Pellett Boiler	2012	\$10,000.00	\$0.00	\$10,000.00	\$0.00
Sludge Pump Tank #1	2020	\$6,646.00	\$665.00	\$1,329.00	\$5,317.00
Steel Electrical Panel	2013	\$5,433.00	\$0.00	\$5,433.00	\$0.00
SubTotal		\$412,346.00	\$27,742.00	\$328,391.00	\$83,955.00

		\$412,346.00	\$27,742.00	\$328,391.00	\$83,955.00
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Vehicles

Sewer

2012 Addition dump truck	2012	\$49,423.00	\$4,942.00	\$49,423.00	\$0.00
2019 Ford F550 Utility / With Plow	2019	\$76,000.00	\$15,200.00	\$45,600.00	\$30,400.00
Ford F350	2020	\$43,410.00	\$6,201.00	\$12,403.00	\$31,007.00
Hews utility truck	2010	\$74,029.00	\$0.00	\$74,029.00	\$0.00
JD Loader	1997	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Truck #59 Chevy Tahoe SUV	2020	\$42,000.00	\$6,000.00	\$12,000.00	\$30,000.00
SubTotal		\$309,862.00	\$32,343.00	\$218,455.00	\$91,407.00

		\$309,862.00	\$32,343.00	\$218,455.00	\$91,407.00
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Total		\$32,188,190.00	\$1,105,896.00	\$13,512,289.00	\$18,675,901.00
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