

# TOWN OF KITTERY



## CAPITAL IMPROVEMENT PROGRAM 2021-2025

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### CIP Committee

Town Councilor – Charles Denault

School Committee Member - Nicholas Chalupa

Citizen Representative - Jeff Clifford

Citizen Representative - Chris Perkins

School Superintendent - Eric Waddell

Town Manager - Kendra Amaral

Finance Director/Assistant Town Manager – Patricia Moore

200 ROGERS ROAD  
KITTERY, ME 03904

## EXECUTIVE SUMMARY

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

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

The Fiscal Year 2021 to Fiscal Year 2025 Capital Improvement Plan (FY21-FY25 CIP) reflects a continuing effort to refine the data and analysis used to develop the CIP. The amount of detail and forethought being applied to the replacement schedules affords the CIP Committee and the Town an enhanced ability to manage annual capital funding needs and plan for future projects.

Since 2012, the Capital Improvement Program has supported the completion of \$20.9M of projects through capital appropriation and bonding. The Town currently holds \$2M for planned and unplanned future needs associated with roadways, equipment, buildings, technology, and land improvements. This "reserve" approach to funding capital has allowed the Town to make large purchases like a pumper truck in FY19 for \$550,000, and make approximately \$500,000 in annual investments in the roads without requiring debt, or deferring other equally important capital projects each year.

The proposed funding for capital and reserves in FY21 is \$1,986,517, representing a decrease of \$2,000 over the previous year. The prior year's published plan was developed with a direct focus on stabilizing the capital plan and projecting future needs with better certainty. Though some variation to reflect actual conditions and shifting focus is expected, the CIP Committee has refined the plan to a point where the out-years of each five-year plan reflect anticipated needs and funding availability.

Existing Town and School debt service decreases \$32,375. New debt for the Rice Public Library expansion and renovation is expected to add approximately \$350,000 to the FY21 debt service costs. The property-tax supported portion of the combined capital and debt allocation increases \$330,625 in FY21.

The annual funding requirements for the CIP is at a point of stabilization, due in large part to the incorporation of detailed, long-range asset management plans established for each category of asset. The CIP Committee is recommending stabilizing the capital reserve and project allocation to \$1.95M. Funding at this level should be sufficient for the management of existing town assets for at least the next five years. This figure excludes any funding needs for larger projects such as new buildings, rebuilding or replacement of school buildings, or significant unforeseen projects that would likely require debt service to support. The stabilization of the capital budget is beneficial to the annual operating budget and work plan development.

The FY21-FY25 CIP projection is driven by two major projects; one reflected in the capital allocation and the other in the debt service projection. The FY21 capital plan includes \$300,000 for the Emery Field Phase 2 build out. The funds will serve as the 1:1 match for the recently awarded Land and Water Conservation Fund grant. The other major project is the implementation of the Rice Public Library renovation and expansion. The project is expected to break ground in summer of 2020, with an anticipated ribbon cutting in fall/winter of 2021. On this timeframe, the debt service for the \$5M bond will be due in FY21. Having anticipated the debt service, the CIP Committee planned the FY21 capital allocation to remain flat over the prior year. This allows the addition of debt to be manageable for the FY21 budget.

Funding for Holding Accounts is proposed to increase \$30,000 from the prior fiscal year. The Five-Year Pavement Management Plan includes approximately \$450,000 in projects for FY21. The five-year pavement plan includes the repaving of Route 1 in FY23, which will be accomplished by combining CIP funding with Compact Road funding (Other Funds) and TIF funding. This is the second year the CIP has a detailed Facility Management plan incorporated into it; and serves as the basis for the Municipal Facility Reserve account requests. The plan includes replacement schedules for heating and cooling, building envelope (windows and roofs), interior finishes, electrical systems, life safety systems, and parking lots.

The Capital Reserve Accounts are projected to increase \$308,000 in FY21. The DPW Vehicle reserve was increased \$150,000 over the prior year. A number of reserve accounts were not funded in FY20 to accommodate major project needs. The reserve approach served the Town well, affording the Town the ability to repair and replace capital assets as needed, despite the one-year gap in reserve funding. This is reflected in the approximate \$800,000 reduction in the capital reserve on hand.

Capital Projects are decreasing by \$340,000. The Emery Field Phase 2 project will expand the existing parking lot, finish the walking path, and add a new playground, resurfaced basketball court, and new pickleball courts. Total project cost is \$706,872 exclusive of design costs. The Town was awarded a grant to fund \$300,000 of the project cost. The CIP request will cover the majority of the remaining costs, with additional funds being accessible through the June Warrant Article approval to make undersigned reserve funds available for grant match purposes.

The Town is also starting to track potential projects and expenditures “on the horizon” that could impact the unassigned reserve fund, the capital plan, or debt. These projects reflect ideas identified by the Town Council and CIP Committee, but not yet vetted, prioritized, or approved.

The Capital Improvement Plan process commenced with a review of the Town’s Capital Improvement Program policy. Changes in the policy reflect corrective editing. There are no changes in general policy proposed at this time.

Department heads submitted their FY21-FY25 requests and presented them to the CIP Committee. Through this process, the CIP Committee asked questions, sought additional information, and proposed amendments to the requests. The CIP Committee then reviewed all of the requests as an assembled plan. They evaluated the projects requested based on justification, priority, need, and impact on the Town's ability to deliver core services to both residents and businesses. This report represents the culmination of their work and the proposed five-year capital improvement plan.

In summary, the FY21-FY25 CIP includes:

- Stabilizing capital funding levels for the foreseeable future, and is consistent with the prior year’s plan FY21 projection.
- “Projects on the horizon” to enhance long-term planning for use of unassigned reserve, capital funds, and debt.
- Emery Field Phase 2 implementation funding;

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 and school officials 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, control of its tax rate, and avoid 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.

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.

## 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, one (1) School Committee representative, two (2) citizen representatives for three (3) year staggered terms, the School Superintendent or designee, 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 and the School Committee 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	<b>Status of Previously Approved Projects</b> CIP Committee reviews status of previously approved projects.
Nov – Jan	<b>Solicitation, Compilation and Evaluation of Project Requests</b> Department Managers prepare and submit project requests.
Dec - Jan	<b>Town's Financial Capacity</b> Town Manager prepares financial analysis.  <b>Financing Plan</b> Town Manager assembles project list and supporting data; Reserve and depreciation account requests to CIP Committee with preliminary funding source recommendations.
Jan – Feb	<b>Project Prioritization</b> CIP Committee reviews and ranks requests.  <b>Capital Improvements Program Development</b> CIP Committee prepares five-year schedule of projects and makes recommendations on method of financing based upon financial analysis.
Feb	<b>Capital Improvement Program Presentation and Approval</b> 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	<b>Election</b> Voter approval of upcoming year's capital budget warrants and review of capital plan, followed by department head preparation for acquisition and development activities on July .

## **CAPITAL IMPROVEMENT POLICIES**

- The town will make all capital improvements in accordance with an adopted capital improvement program, except as may be necessary under the emergency provisions of the town charter.
- The town will develop and enact an annual capital budget based on the multi-year capital improvement program.
- The town will maintain all its assets at a level adequate to protect the town's capital investment and to minimize future maintenance and replacement costs.
- The town will 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 materiel 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 for 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 should 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, Finance Director, and School Superintendent or designee, the Committee should analyze the town's ability to afford major expenditures. This analysis should examine recent and anticipated trends in revenues, expenditures, debt and unfunded liabilities such as pension costs. The analysis should be included with the Committee's presentation of the capital budget and program to the Council.

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

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

### **Project Prioritization**

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

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

### **Capital Improvement Program Financing Plan**

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

#### **Long-Term Financing:**

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

#### **Short-Term Financing and other Service Provision options:**

1. Appropriation of current revenue or reserves such as free cash.
2. Short-term debt such as bond anticipation notes and grant anticipation notes.
3. Capital outlay expenditure exclusions
4. Contracting/leasing provisions authorized by ordinance and Maine General Laws.

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

### **Capital Improvement Program Recommendation**

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

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

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

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

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

### **Monitoring Approved Projects**

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

### **Capital Improvement Program Updates**

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

## **CAPITAL PROJECT REQUESTS SUMMARY**



CAP YEAR	FUND TYPE	FUND CODE	FUND DEPT	Project Name		TYPE	FY20 Approved	Balance as of 12-31-19	FY21 Plan	FY22 Plan	FY23 Plan	FY24 Plan	FY25 Plan	5 YR Totals
CAPITAL HOLDING ACCOUNTS														
	HLDG	CP	4002	DPW	Right of Way Reserve	Infrastructure	\$ 500,000	\$ 318,623	\$ 450,000	\$ 500,000	\$ 600,000	\$ 550,000	\$ 600,000	\$ 2,700,000
	HLDG	CP	4013	FD	Fire Apparatus & Vehicle Reserve	Vehicles & Equip	165,850	70,782	165,850	193,000	200,000	225,000	250,000	1,033,850
	HLDG	CP	2057	GG	Open Space Reserve	Land Improv	-	6,890	-	25,000	25,000	25,000	25,000	100,000
	HLDG	CP	4027	GG	Municipal Facility Reserve	Buildings	-	145,158	80,000	105,000	160,000	185,000	150,000	680,000
	HLDG	CP	2078	GG	Athletic Field Master Plan	Land Improv	-	2,142	-	-	-	-	-	-
CAPITAL HOLDING ACCOUNTS TOTAL							\$ 665,850	543,595	\$ 695,850	\$ 823,000	\$ 985,000	\$ 985,000	\$ 1,025,000	\$ 4,513,850
CAPITAL RESERVE ACCOUNTS														
	RES	CP	4012	DPW	DPW Vehicles & Equipment Reserve	Vehicles & Equip	\$ 300,000	\$ 97,836	\$ 450,000	\$ 500,000	\$ 350,000	\$ 300,000	\$ 300,000	\$ 1,900,000
	RES	CP	4017	DPW	MS4 Compliance Reserve	Infrastructure	10,000	45,893	10,000	40,000	40,000	40,000	40,000	170,000
	RES	CP	4043	DPW	Parks Reserve	Land Improv	40,000	37,850	40,000	60,000	60,000	60,000	60,000	280,000
	RES	CP	SCH	ED	School Facility Reserve	Buildings	50,000	6,623	50,000	50,000	50,000	50,000	50,000	250,000
	RES	CP	SCH	ED	School Vehicle Reserve	Vehicles & Equip	10,000	37,719	10,000	10,000	10,000	10,000	10,000	50,000
	RES	CP	SCH	ED	School Equipment Reserve	Vehicles & Equip	40,000	131,659	40,000	40,000	40,000	40,000	40,000	200,000
	RES	CP	SCH	ED	School Technology Reserve	Technology	40,000	38,206	40,000	40,000	40,000	40,000	40,000	200,000
	RES	CP	4056	FD	Fire Equipment Reserve	Vehicles & Equip	57,667	187,817	57,667	57,667	57,667	57,667	57,667	288,335
	RES	CP	4020	TM	Municipal Technology Reserve	Technology	25,000	53,608	45,000	70,000	70,000	70,000	70,000	325,000
	RES	CP	4011	KCC	KCC Vehicle Reserve	Vehicles & Equip	-	25,121	-	-	-	-	-	-
	RES	CP	4019	KCC	KCC Equipment Reserve	Vehicles & Equip	-	7,463	25,000	30,000	30,000	30,000	35,000	150,000
	RES	CP	4051	KCC	KCC Facility Reserve	Buildings	-	33,396	20,000	30,000	25,000	25,000	25,000	125,000
	RES	CP	4018	KPA	KPA Boat Reserve	Vehicles & Equip	-	18,637	-	10,000	20,000	20,000	20,000	70,000
	RES	CP	4055	KPA	KPA Equipment Reserve	Vehicles & Equip	15,000	75,082	25,000	30,000	35,000	45,000	45,000	180,000
	RES	CP	4116	KPA	KPA Facility Reserve	Infrastructure	-	22,731	-	10,000	15,000	10,000	10,000	45,000
	RES	CP	4022	PD	Police Vehicle Reserve	Vehicles & Equip	95,000	129,420	147,000	140,000	110,000	157,000	113,000	667,000
	RES	CP	NEW	PD	Police Equipment Reserve	Vehicles & Equip	-	-	7,500	12,000	12,000	12,000	12,000	55,500
	RES	CP	4100	FD	Fire Facility Reserve	Buildings	-	319	13,500	23,500	25,000	25,000	25,000	112,000
	RES	CP	4026	GG	Town Hall Records Preservation	Regulatory	-	10	10,000	10,000	10,000	10,000	10,000	50,000
CAPITAL RESERVE ACCOUNTS TOTAL							\$ 682,667	\$ 949,390	\$ 990,667	\$ 1,163,167	\$ 999,667	\$ 1,001,667	\$ 962,667	\$ 5,117,835
CAPITAL PROJECTS														
2018	PRJ	CP	4122	GG	Zoning Recodification and GIS Upgrade	Regulatory	\$ -	\$ 33,340	\$ -	\$ -	\$ -	\$ -	\$ -	-
	PRJ	CP	4053	KPA	Paving and Pump Out Station - Pepperrell Cove	Infrastructure	-	57,462	-	-	-	-	-	-
2019	PRJ	CP	4060	GG	Rice Rehab and Expansion Design	Buildings	400,000	339,157	-	-	-	-	-	-
2020	PRJ	CP	NEW	GG	LED Lighting Conversion	Infrastructure	240,000	44,764	-	-	-	-	-	-
NEW	PRJ	CP	NEW	DPW	Stevenson Sidewalk to Rte 236	Infrastructure	-		-	-	-	-	-	-
2018	PRJ	CP	2094	DPW	Emery Field Phase 2	Infrastructure	-	43,830	300,000	-	-	-	-	300,000
CAPITAL PROJECTS TOTAL							\$ 640,000	\$ 518,552	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
TOTAL ALL CAPITAL														
							\$ 1,988,517	2,011,537	\$ 1,986,517	\$ 1,986,167	\$ 1,984,667	\$ 1,986,667	\$ 1,987,667	\$ 9,931,685
							Total Increase(Decrease) from Prior Year		\$ (2,000)	\$ (25,370)	\$ (1,850)	\$ 500	\$ 3,000	
							Proposed Fort Foster Fees							
							\$ (50,000)		\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (35,000)	\$ (175,000)
TOTAL ALL CAPITAL ADJUSTED							\$ 1,938,517	\$ 2,011,537	\$ 1,951,517	\$ 1,951,167	\$ 1,949,667	\$ 1,951,667	\$ 1,952,667	\$ 9,756,685
							Increase (Decrease) from Prior Year		\$ 13,000	\$ (350)	\$ (1,500)	\$ 2,000	\$ 1,000	

YEAR	CAP TYPE	FUND TYPE	FUND CODE	DEPT	Project Name	TYPE	FY20 Approved	Balance as of 12-31-19	FY21 Plan	FY22 Plan	FY23 Plan	FY24 Plan	FY25 Plan	5 YR Totals
DEBT SERVICE														
2016	TWN	DEBT		FD	Fire Stations (refinanced 2006 Bonds)	Buildings	\$ 132,400		\$ 130,100	\$ 127,800	\$ 125,500	\$ 118,250	\$ 116,050	\$ 617,700
2010	TWN	DEBT		DPW	Public Works Department	Buildings	49,400		48,503	47,563	46,556	45,484	44,369	232,475
2012	TWN	DEBT		KCC	Community Center	Buildings	363,275		357,775	352,275	346,775	341,275	335,088	1,733,188
2014	TWN	DEBT		KLT	KLT Rustlewood	Other	10,315		10,315	10,315	10,315	10,315	10,315	51,575
2016	TWN	DEBT		KLT	KLT Braveboat	Other	18,090		18,090	18,090	18,090	18,090	18,090	90,450
2016	TWN	DEBT		DPW	Road Improvements	Infrastructure	146,900		144,300	141,700	139,100	136,500	133,900	695,500
2016	TWN	DEBT		KCC	Community Center Annex	Buildings	107,350		105,450	103,550	101,650	99,750	97,850	508,250
2021	TWN	DEBT	NEW	GG	Rice Proposed Expansion/Renovation <sup>1</sup>	Buildings	-		350,000	340,269	340,269	340,269	340,269	1,711,076
2013	SCH	DEBT		SCH	Mitchell School (refinanced 2002 bonds)	Buildings	224,700		220,500	216,300	212,100	-	-	648,900
2010	SCH	DEBT		SCH	Mitchell & Shapleigh	Buildings	469,000		460,672	451,938	442,594	432,641	422,281	2,210,125
2016	SCH	DEBT		SCH	School Various	Buildings	95,450		88,800	87,200	85,600	84,000	82,400	428,000
TOTAL DEBT SERVICE							\$ 1,616,880	\$ -	\$ 1,934,505	\$ 1,896,999	\$ 1,868,549	\$ 1,626,574	\$ 1,600,612	\$ 8,927,239
Total Town and School Debt Service Increase(Decrease)									\$ 317,625	\$ (37,506)	\$ (28,450)	\$ (241,975)	\$ (25,962)	
TOTAL CAPTIAL + DEBT							\$ 3,555,397		\$ 3,886,022	\$ 3,848,166	\$ 3,818,216	\$ 3,578,241	\$ 3,553,279	\$ 18,858,924
VARIANCE FROM PRIOR YEAR									\$ 330,625	\$ (37,856)	\$ (29,950)	\$ (239,975)	\$ (24,962)	
SEWER DEBT							\$ 767,499		\$ 767,499	\$ 765,954	\$ 764,270	\$ 763,738	\$ 691,937	\$ 3,753,398

Notes:

<sup>1</sup> Assumes \$5M, 20 years, 3%. Includes estimated issuance costs.

<sup>2</sup> Policy compares FY21 CIP to FY20 budget projections.

<sup>3</sup> School Undesignated Reserve was zeroed out in FY19 lowering the Unassigned Fund Balance total.

POLICY <sup>2</sup>	FY20	FY21
FY2020 Combined Town & School Operating Budget	\$ 33,037,618	
FY2020 Combined Town, School and Sewer Operating Budget	\$ 35,479,437	
Capital as a % of Combined Budget (Town and School)		6.01%
Debt as a % of Combined Budget (Town and School)	Policy: 10%	5.86%
Capital & Debt as a % of Combined Budget (Town, School & Sewer)	Policy: 15%	13.12%
Capital & Debt as a % of Combined Budget (Town and School)		11.76%
Unassigned Reserve Fund Requirement for 2.5 Months (Town & School)	\$ 6,882,837	
Unassigned Fund Balance as of 6/30/2019	\$ 6,313,900	
Surplus/(Deficit) Unassigned Reserve Fund:	(\$568,937)	

## **DETAILED CAPITAL PROJECT REQUESTS**

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4002):



<b>Date:</b>	DECEMBER 18, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery Public Works	<b>Est. Funding Request:</b>	\$ 450,000
<b>Project Title:</b>	Right of Way Reserve	<b>Est. Useful Life (Years):</b>	
<b>Contact:</b>	David Rich	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## 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 type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Replace Worn-out Equipment	<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 town has 65 miles of roadway, 12 miles of sidewalk, 5 miles of guard rails, 6 signalized intersections, 883 drainage basins and 26 miles of drainage pipe. The 5-year pavement management plan projects over \$2.6M in needs, (excluding sidewalk, drainage, and intersection improvements), and covers only 1/3 of the town's road miles. FY20 projects included \$420,000 in paving, \$40,000 in drainage, \$38,000 in sidewalk repairs, and \$38,000 in fence, guard rails, and engineering for ROW work.

Additional funding has been added to the FY23 through FY25 years to provide additional opportunities for right of way/roadway improvements in addition to what is provided for in the Pavement Management plan and support for the sidewalk management plan.



## Project Financing:

Total Project Cost:	\$2,700,000	Town Funding Needed:	\$ 450,000
Amount and Type of Outside Funding Sources:	\$	Comments:	State Compact Funds (for state roads only)
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?	Pavement Management Plan and condition study
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	Yes

FY21	FY22	FY23	FY24	FY25	Total
\$ 450,000	\$ 500,000	\$ 600,000	\$ 550,000	\$ 600,000	\$ 2,700,000

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
REMICKS LN-01	CUTTS RD	CUTTS RIDGE LN	Accepted	0.28	4,035.93	46.27	1/2" Shim & 11/2"Overlay	\$12.50	\$50,449.14	\$0.00	\$0.00	\$0.00	\$0.00	\$50,449.00
REMICKS LN-02	CUTTS RIDGE LN	CLAYTON LN	Accepted	0.07	980.04	75.27	1/2" Shim & 11/2"Overlay	\$12.50	\$12,250.47	\$0.00	\$0.00	\$0.00	\$0.00	\$12,250.00
REMICKS LN-03	CLAYTON LN	STONERIDGE WAY	Accepted	0.26	3,818.37	43.27	1/2" Shim & 11/2"Overlay	\$12.50	\$47,729.65	\$0.00	\$0.00	\$0.00	\$0.00	\$47,730.00
REMICKS LN-04	STONERIDGE WAY	HERITAGE WAY	Accepted	0.05	677.68	55.27	1/2" Shim & 11/2"Overlay	\$12.50	\$8,470.96	\$0.00	\$0.00	\$0.00	\$0.00	\$8,471.00

\$118,900.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
NORTON RD-01	HALEY RD	MILLER RD	Accepted	0.47	6585.89	48.31	1" Shim	\$6.00	\$39,515.34	\$0.00	\$0.00	\$0.00	\$0.00	\$39,515.00
NORTON RD-02	MILLER RD	OLD FARM RD	Accepted	0.46	6,450.00	70.31	1/2" Shim & 11/2"Overlay	\$12.50	\$80,625.01	\$0.00	\$0.00	\$0.00	\$0.00	\$80,625.00
NORTON RD-03	OLD FARM RD	HIGHPOINTE CIR	Accepted	0.15	2,080.62	70.31	1/2" Shim & 11/2"Overlay	\$12.50	\$26,007.73	\$0.00	\$0.00	\$0.00	\$0.00	\$26,008.00
NORTON RD-04	HIGHPOINTE CIR	LEWIS RD	Accepted	0.20	2,848.45	65.31	1/2" Shim & 11/2"Overlay	\$12.50	\$35,605.65	\$0.00	\$0.00	\$0.00	\$0.00	\$35,606.00
NORTON RD-05	LEWIS RD	DEAD END	Accepted	0.15	2,071.86	72.31	1/2" Shim & 11/2"Overlay	\$12.50	\$25,898.29	\$0.00	\$0.00	\$0.00	\$0.00	\$25,898.00

\$207,652.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
HIGHPOINTE CIR	NORTON RD	KITTREE LN	Accepted	0.32	4,720.40	87.27	1" Shim	\$6.00	\$28,322.40	\$0.00	\$0.00	\$0.00	\$0.00	\$28,322.00

\$28,322.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
LEWIS RD-01	NORTON RD	HILL CREEK DR	Accepted	0.16	1,865.15	70.31	1" Shim	\$6.00	\$11,190.88	\$0.00	\$0.00	\$0.00	\$0.00	\$11,191.00
LEWIS RD-02	HILL CREEK DR	KITTREE LN	Accepted	0.18	2,150.39	78.31	1" Shim	\$6.00	\$12,902.32	\$0.00	\$0.00	\$0.00	\$0.00	\$12,902.00
LEWIS RD-03	KITTREE LN	BLUEBERRY LN	Accepted	0.11	1,314.69	86.31	1" Shim	\$6.00	\$7,888.12	\$0.00	\$0.00	\$0.00	\$0.00	\$7,888.00
LEWIS RD-04	BLUEBERRY LN	DAHLIA DR	Accepted	0.08	891.25	78.31	1" Shim	\$6.00	\$5,347.50	\$0.00	\$0.00	\$0.00	\$0.00	\$5,348.00
LEWIS RD-05	DAHLIA DR	JEFFERSON LN	Accepted	0.05	621.41	78.31	1" Shim	\$6.00	\$3,728.46	\$0.00	\$0.00	\$0.00	\$0.00	\$3,728.00
LEWIS RD-06	JEFFERSON LN	ZAKAYLA LN	Accepted	0.16	1,852.87	67.31	1" Shim	\$6.00	\$11,117.22	\$0.00	\$0.00	\$0.00	\$0.00	\$11,117.00
LEWIS RD-07	ZAKAYLA LN	RT 1	Accepted	0.29	3,414.42	76.31	1" Shim	\$6.00	\$20,486.52	\$0.00	\$0.00	\$0.00	\$0.00	\$20,487.00

\$72,661.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
ROSELLEN DR	HALEY RD	CUL DE SAC	Accepted	0.10	1,409.82	84.27	1" Shim	\$6.00	\$8,458.92	\$0.00	\$0.00	\$0.00	\$0.00	\$8,459.00

\$8,459.00

Total Year 2021 \$435,994.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
BRAVE BOAT HARBOR RD-01	GERRISH ISLAND LN	CUTTS ISLAND LN	State Aid	0.13	1,620.23	79.31	11/2"Overlay	\$9.25	\$14,987.11	\$0.00	\$0.00	\$0.00	\$0.00	\$14,987.00
BRAVE BOAT HARBOR RD-02	CUTTS ISLAND LN	KIMBALL LN	State Aid	0.43	5,539.30	57.31	11/2"Overlay	\$9.25	\$51,238.55	\$0.00	\$0.00	\$0.00	\$0.00	\$51,239.00
BRAVE BOAT HARBOR RD-03	KIMBALL LN	EVENTIDE DR	State Aid	0.07	870.99	70.31	11/2"Overlay	\$9.25	\$8,056.63	\$0.00	\$0.00	\$0.00	\$0.00	\$8,057.00
BRAVE BOAT HARBOR RD-04	EVENTIDE DR	SHEPHERDS WAY	State Aid	0.19	2,492.52	65.31	11/2"Overlay	\$9.25	\$23,055.78	\$0.00	\$0.00	\$0.00	\$0.00	\$23,056.00
BRAVE BOAT HARBOR RD-05	SHEPHERDS WAY	SHORT FARM RD	State Aid	0.18	2,377.42	70.31	11/2"Overlay	\$9.25	\$21,991.17	\$0.00	\$0.00	\$0.00	\$0.00	\$21,991.00
BRAVE BOAT HARBOR RD-06	SHORT FARM RD	GAILEY FARM LN	State Aid	0.32	4,108.57	60.31	11/2"Overlay	\$9.25	\$38,004.32	\$0.00	\$0.00	\$0.00	\$0.00	\$38,004.00
BRAVE BOAT HARBOR RD-07	GAILEY FARM LN	SALT MARSH LN	State Aid	0.28	3,581.74	52.31	11/2"Overlay	\$9.25	\$33,131.11	\$0.00	\$0.00	\$0.00	\$0.00	\$33,131.00
BRAVE BOAT HARBOR RD-08	SALT MARSH LN	YORK TL	State Aid	0.26	3,362.78	33.31	11/2"Overlay	\$9.25	\$31,105.75	\$0.00	\$0.00	\$0.00	\$0.00	\$31,106.00

\$221,571.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate
PEPPERRELL RD-01	CHAUNCEY CREEK RD	KEEN AVE	State Aid	0.06	865.42	73.00	11/2"Overlay	\$9.25	\$8,005.17	\$0.00	\$0.00	\$0.00	\$3,000.00	\$8,005.00
PEPPERRELL RD-02	KEEN AVE	HALEY RD	State Aid	0.17	2,408.11	55.31	11/2"Overlay	\$9.25	\$22,275.05	\$0.00	\$0.00	\$0.00	\$0.00	\$22,275.00
PEPPERRELL RD-03	HALEY RD	MOORES ISLAND LN	State Aid	0.18	2,604.70	64.31	11/2"Overlay	\$9.25	\$24,093.43	\$0.00	\$0.00	\$0.00	\$0.00	\$24,093.00
PEPPERRELL RD-04	MOORES ISLAND LN	BELLAMY LN	State Aid	0.19	2,624.48	60.31	11/2"Overlay	\$9.25	\$24,276.44	\$0.00	\$0.00	\$0.00	\$0.00	\$24,276.00
PEPPERRELL RD-05	BELLAMY LN	COLEMAN AVE	State Aid	0.13	1,835.83	65.31	11/2"Overlay	\$9.25	\$16,981.45	\$0.00	\$0.00	\$0.00	\$0.00	\$16,981.00
PEPPERRELL RD-06	COLEMAN AVE	CROCKETTS NECK RD	State Aid	0.22	3,165.87	51.31	11/2"Overlay	\$9.25	\$29,284.31	\$0.00	\$0.00	\$0.00	\$0.00	\$29,284.00
PEPPERRELL RD-07	CROCKETTS NECK RD	LAWRENCE LN	State Aid	0.26	3,687.51	45.31	11/2"Overlay	\$9.25	\$34,109.47	\$0.00	\$0.00	\$0.00	\$0.00	\$34,109.00
PEPPERRELL RD-08	SPARHAWK LN	FOLLETT LN	State Aid	0.09	1,218.33	49.32	11/2"Overlay	\$9.25	\$11,269.52	\$0.00	\$0.00	\$0.00	\$0.00	\$11,270.00
PEPPERRELL RD-09	FOLLETT LN	SPARHAWK LN	State Aid	0.09	1,276.10	49.32	11/2"Overlay	\$9.25	\$11,803.94	\$0.00	\$0.00	\$0.00	\$0.00	\$11,804.00
PEPPERRELL RD-10	SPARHAWK LN	DUNCAN WAY	State Aid	0.05	699.11	48.32	11/2"Overlay	\$9.25	\$6,466.80	\$0.00	\$0.00	\$0.00	\$0.00	\$6,467.00

\$188,564.00

Street Segment	From Street	To Street	Status	Miles	Square Yards	RSR	Repair	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Estimate	Supplemental Estimate	Police Estimate	Project Estimate
TENNEY HILL RD -01	CHAUNCEY CREEK RD	FOG HOLLOW LN	State Aid	0.42	5,395.52	50.31	11/2"Overlay	\$9.25	\$49,908.54	\$0.00	\$0.00	\$0.00	\$0.00	\$49,909.00
TENNEY HILL RD -02	FROG HOLLOW LN	GERRISH ISLAND LN	State Aid	0.10	1,267.88	65.31	11/2"Overlay	\$9.25	\$11,727.92	\$0.00	\$0.00	\$0.00	\$0.00	\$11,728.00

\$61,637.00

Total Year 2022 \$471,772.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
ROUTE 1-03	RT 95 RAMP	RIPLEY RD	State Aid	0.11	3,240.24	75.32	1/2" Shim & 11/2"Overlay	\$12.50	\$40,503.00	0.00	\$0.00	\$0.00	\$0.00	\$40,503.00
ROUTE 1-04	RIPLEY RD	WILSON RD	State Aid	0.05	1,662.61	74.32	1/2" Shim & 11/2"Overlay	\$12.50	\$20,782.63	0.00	\$0.00	\$0.00	\$0.00	\$20,783.00

ROUTE 1-05	WILSON RD	COTTAGE WAY	State Aid	0.09	2,640.56	69.31	1/2" Shim & 11/2"Overlay	\$12.50	\$33,007.00	0.00	\$0.00	\$0.00	\$0.00	\$33,007.00
ROUTE 1-06	COTTAGE WAY	DEXTER LN	State Aid	0.41	12,412.46	69.31	1/2" Shim & 11/2"Overlay	\$12.50	\$155,155.75	0.00	\$0.00	\$0.00	\$0.00	\$155,156.00
ROUTE 1-07	DEXTER LN	HALEY RD	State Aid	0.26	7,902.50	68.31	1/2" Shim & 11/2"Overlay	\$12.50	\$98,781.25	0.00	\$0.00	\$0.00	\$0.00	\$98,781.00
ROUTE 1-08	HALEY RD	CUTTS RD	State Aid	0.22	6,686.62	46.31	1/2" Shim & 11/2"Overlay	\$12.50	\$83,582.75	0.00	\$0.00	\$0.00	\$0.00	\$83,583.00
ROUTE 1-09	CUTTS RD	LEWIS RD	State Aid	0.30	9,047.71	59.31	1/2" Shim & 11/2"Overlay	\$12.50	\$113,096.38	0.00	\$0.00	\$0.00	\$0.00	\$113,096.00
ROUTE 1-10	LEWIS RD	LEDGEWOOD DR	State Aid	0.41	12,590.36	80.31	1/2" Shim & 11/2"Overlay	\$12.50	\$157,379.50	0.00	\$0.00	\$0.00	\$0.00	\$157,380.00
ROUTE 1-11	LEDGEWOOD DR	IDLEWOOD LN	State Aid	0.25	7,629.50	80.31	1/2" Shim & 11/2"Overlay	\$12.50	\$95,368.75	0.00	\$0.00	\$0.00	\$0.00	\$95,369.00
ROUTE 1-12	IDLEWOOD LN	YORK TL	State Aid	0.34	10,387.40	80.31	1/2" Shim & 11/2"Overlay	\$12.50	\$129,842.50	0.00	\$0.00	\$0.00	\$0.00	\$129,843.00

\$927,501.00

Total Year 2023 \$927,501.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
GRAY LODGE RD-01	RT 103	WALKER AVE	Accepted	0.02	319.41	83.00	1" Shim	\$6.00	\$1,916.46	0.00	\$0.00	\$0.00	\$0.00	\$1,916.00
GRAY LODGE RD-02	WALKER AVE	HARRIS AVE	Accepted	0.10	1,230.72	77.00	1" Shim	\$6.00	\$7,384.32	0.00	\$0.00	\$0.00	\$0.00	\$7,384.00
GRAY LODGE RD-03	HARRIS AVE	BRIDGEVIEW TER	Accepted	0.07	952.61	66.00	1" Shim	\$6.00	\$5,715.66	0.00	\$0.00	\$0.00	\$0.00	\$5,716.00

\$15,016.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
LEMONT LN	WOODLAWN AVE	PHILBRICK RD	Accepted	0.13	1,253.97	73.00	1" Shim	\$6.00	\$7,523.82	0.00	\$0.00	\$0.00	\$0.00	\$7,524.00

\$7,524.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
PINKHAM AVE	RT 103	HARRIS AVE	Accepted	0.09	1,090.79	76.00	1" Shim	\$6.00	\$6,544.74	0.00	\$0.00	\$0.00	\$0.00	\$6,545.00
														\$6,545.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
SCHOOL LN	RT 103	HAYLEY RD	Accepted	0.08	479.51	72.00	1" Shim	\$6.00	\$2,877.06	0.00	\$0.00	\$0.00	\$0.00	\$2,877.00
SCHOOL LN	RT 103	HAYLEY RD	Accepted	0.14	2,471.69	73.00	1" Shim	\$6.00	\$14,830.14	0.00	\$0.00	\$0.00	\$0.00	\$14,830.00

\$17,707.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
GERRISH ISLAND LANE-01	ROUTE 103	CHAUNCEY CREEK ROAD	Accepted	0.21	2,836.98	56.27	1/2" Shim & 11/2"Overlay	\$12.50	\$35,462.25	0.00	\$0.00	\$0.00	\$0.00	\$35,462.25

\$35,462.25

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
HARRIS AVE	GRAY LODGE RD	PINKHAM AVE	Accepted	0.06	773.08	70.00	1/2" Shim & 11/2"Overlay	\$12.50	\$9,663.50	0.00	\$0.00	\$0.00	\$0.00	\$9,664.00
														\$9,664.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
JONES AVE-01	GOVERNMENT ST	RT 103	Accepted	0.05	571.85	56.00	1/2" Shim & 11/2"Overlay	\$12.50	\$7,148.13	0.00	\$0.00	\$0.00	\$0.00	\$7,148.00
JONES AVE-02	RT 103	MAIN ST	Accepted	0.08	952.32	66.00	1/2" Shim & 11/2"Overlay	\$12.50	\$11,904.00	0.00	\$0.00	\$0.00	\$0.00	\$11,904.00
JONES AVE-03	MAIN ST	CENTRAL AVE	Accepted	0.04	442.16	82.00	1/2" Shim & 11/2"Overlay	\$12.50	\$5,527.00	0.00	\$0.00	\$0.00	\$0.00	\$5,527.00

\$24,579.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
MAIN ST-01	GOVERNMENT ST	E ST	Accepted	0.05	617.37	63.00	1/2" Shim & 11/2"Overlay	\$12.50	\$7,717.13	0.00	\$0.00	\$0.00	\$0.00	\$7,717.00
MAIN ST-02	E ST	RT 103	Accepted	0.05	618.83	58.00	1/2" Shim & 11/2"Overlay	\$12.50	\$7,735.38	0.00	\$0.00	\$0.00	\$0.00	\$7,735.00
MAIN ST-03	RT 103	OTIS AVE	Accepted	0.12	1,535.76	68.00	1/2" Shim & 11/2"Overlay	\$12.50	\$19,197.00	0.00	\$0.00	\$0.00	\$0.00	\$19,197.00
MAIN ST-04	OTIS AVE	JONES AVE	Accepted	0.03	356.93	87.00	1/2" Shim & 11/2"Overlay	\$12.50	\$4,461.63	0.00	\$0.00	\$0.00	\$0.00	\$4,462.00
														\$39,111.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
WHIPPLE RD-04	SHAPELEIGH RD RT 236	FRIEND ST	State Aid	0.10	1,968.90	67.00	1/2" Shim & 11/2"Overlay	\$12.50	\$24,611.25	0.00	\$0.00	\$0.00	\$0.00	\$24,611.00
WHIPPLE RD-05	FRIEND ST	WYMAN AVE	State Aid	0.05	1,033.51	62.00	1/2" Shim & 11/2"Overlay	\$12.50	\$12,918.88	0.00	\$0.00	\$0.00	\$0.00	\$12,919.00
WHIPPLE RD-06	WYMAN AVE	PHILBRICK RD	State Aid	0.10	2,092.43	67.00	1/2" Shim & 11/2"Overlay	\$12.50	\$26,155.38	0.00	\$0.00	\$0.00	\$0.00	\$26,155.00
WHIPPLE RD-07	PHILBRICK RD	WYMAN AVE	State Aid	0.05	997.12	65.00	1/2" Shim & 11/2"Overlay	\$12.50	\$12,464.00	0.00	\$0.00	\$0.00	\$0.00	\$12,464.00
WHIPPLE RD-08	WYMAN AVE	TILTON AVE	State Aid	0.12	2,342.98	62.00	1/2" Shim & 11/2"Overlay	\$12.50	\$29,287.25	0.00	\$0.00	\$0.00	\$0.00	\$29,287.00
WHIPPLE RD-09	TILTON AVE	NEWSON AVE	State Aid	0.20	3,954.86	70.00	1/2" Shim & 11/2"Overlay	\$12.50	\$49,435.75	0.00	\$0.00	\$0.00	\$0.00	\$49,436.00
WHIPPLE RD-10	NEWSON AVE	OLD FERRY LN	State Aid	0.15	2,965.48	54.00	1/2" Shim & 11/2"Overlay	\$12.50	\$37,068.50	0.00	\$0.00	\$0.00	\$0.00	\$37,069.00
WHIPPLE RD-11	OLD FERRY LN	TUDOR DR	State Aid	0.09	1,779.09	63.00	1/2" Shim & 11/2"Overlay	\$12.50	\$22,238.63	0.00	\$0.00	\$0.00	\$0.00	\$22,239.00
WHIPPLE RD-12	TUDOR DR	BOWEN RD	State Aid	0.11	2,198.07	59.00	1/2" Shim & 11/2"Overlay	\$12.50	\$27,475.88	0.00	\$0.00	\$0.00	\$0.00	\$27,476.00

\$241,656.00

Total Year 2024 \$397,264.25

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
MANSON AVE-01	MEAD ST	MACDOUGAL ST	Accepted	0.15	2,561.57	74.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$32,019.63	\$0.00	\$0.00	\$0.00	\$0.00	\$32,020.00
MANSON AVE-02	MACDOUGAL ST	HALSTEAD ST	Accepted	0.10	1,750.57	58.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$21,882.14	\$0.00	\$0.00	\$0.00	\$0.00	\$21,882.00
MANSON AVE-03	HALSTEAD ST	GOODRICH ST	Accepted	0.04	645.80	69.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,072.45	\$0.00	\$0.00	\$0.00	\$0.00	\$8,072.00
MANSON AVE-04	GOODRICH ST	DISMUKES ST	Accepted	0.04	690.30	90.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,628.79	\$0.00	\$0.00	\$0.00	\$0.00	\$8,629.00
MANSON AVE-05	DISMUKES ST	CROMWELL ST	Accepted	0.05	914.86	66.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$11,435.80	\$0.00	\$0.00	\$0.00	\$0.00	\$11,436.00
MANSON AVE-06	CROMWELL ST	BOUSH ST	Accepted	0.03	494.71	81.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,183.84	\$0.00	\$0.00	\$0.00	\$0.00	\$6,184.00
MANSON AVE-07	BOUSH ST	RT 236	Accepted	0.19	3,259.60	54.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$40,745.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,745.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
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WHIPPLE RD-01	WENTWORTH ST RT 103	WILLIAMS AVE	State Aid	0.14	2,784.80	59.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$34,809.95	\$0.00	\$0.00	\$0.00	\$0.00	\$34,810.00
WHIPPLE RD-02	WILLIAMS AVE	WILLIAMS AVE	State Aid	0.07	1,376.01	67.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$17,200.07	\$0.00	\$0.00	\$0.00	\$0.00	\$17,200.00
WHIPPLE RD-03	WILLIAMS AVE	SHAPELEIGH RD RT 236	State Aid	0.06	1,213.34	63.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$15,166.73	\$0.00	\$0.00	\$0.00	\$0.00	\$15,167.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
WOODLAWN AVE-01	RT 236	FRIEND ST	Accepted	0.08	1,151.63	54.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$14,395.34	\$0.00	\$0.00	\$0.00	\$0.00	\$14,395.00
WOODLAWN AVE-02	FRIEND ST	LEMONT LN	Accepted	0.10	1,554.11	54.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$19,426.36	\$0.00	\$0.00	\$0.00	\$0.00	\$19,426.00
WOODLAWN AVE-03	LEMONT LN	CROSS ST	Accepted	0.05	818.34	59.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$10,229.24	\$0.00	\$0.00	\$0.00	\$0.00	\$10,229.00
WOODLAWN AVE-04	CROSS ST	WAINWRIGHT AVE	Accepted	0.05	730.07	68.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$9,125.86	\$0.00	\$0.00	\$0.00	\$0.00	\$9,126.00
WOODLAWN AVE-05	WAINWRIGHT AVE	BICKNELL ST	Accepted	0.04	580.82	70.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$7,260.23	\$0.00	\$0.00	\$0.00	\$0.00	\$7,260.00
WOODLAWN AVE-06	BICKNELL ST	COLE ST	Accepted	0.04	593.79	70.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$7,422.37	\$0.00	\$0.00	\$0.00	\$0.00	\$7,422.00
WOODLAWN AVE-07	COLE ST	DISMUKES ST	Accepted	0.04	629.81	65.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$7,872.59	\$0.00	\$0.00	\$0.00	\$0.00	\$7,873.00
WOODLAWN AVE-08	DISMUKES ST	GOODRICH ST	Accepted	0.04	658.85	68.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,235.62	\$0.00	\$0.00	\$0.00	\$0.00	\$8,236.00
WOODLAWN AVE-09	GOODRICH ST	HALSTEAD ST	Accepted	0.04	542.23	69.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,777.85	\$0.00	\$0.00	\$0.00	\$0.00	\$6,778.00
WOODLAWN AVE-10	HALSTEAD ST	MANSON AVE	Accepted	0.05	734.58	73.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$9,182.21	\$0.00	\$0.00	\$0.00	\$0.00	\$9,182.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
OLD DENNETT RD-01	DENNETT RD	SILVER LAKE DR	Accepted	0.15	1,999.79	61.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$24,997.43	\$0.00	\$0.00	\$0.00	\$0.00	\$24,997.00
OLD DENNETT RD-02	SILVER LAKE DR	SPINNEY WAY	Accepted	0.29	3,683.72	56.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$46,046.52	\$0.00	\$0.00	\$0.00	\$0.00	\$46,047.00
OLD DENNETT RD-03	SPINNEY WAY	EMERY LN	Accepted	0.06	797.44	68.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$9,968.03	\$0.00	\$0.00	\$0.00	\$0.00	\$9,968.00

Total Year 2025\$377,084.00

5 Year Total\$2,609,615.25

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
WILSON RD-01	RT 104	RYLE WAY	State Aid	0.27	5,304.30	51.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$66,303.81	\$0.00	\$0.00	\$0.00	\$0.00	\$66,304.00
WILSON RD-02	RYLE WAY	MANSON RD	State Aid	0.15	2,953.16	58.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$36,914.53	\$0.00	\$0.00	\$0.00	\$0.00	\$36,915.00
WILSON RD-03	MANSON RD	PETTIGREW RD	State Aid	0.15	2,820.63	69.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$35,257.84	\$0.00	\$0.00	\$0.00	\$0.00	\$35,258.00
WILSON RD-04	PETTIGREW RD	DEVON WOODS DR	State Aid	0.52	9,987.26	54.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$124,840.74	\$0.00	\$0.00	\$0.00	\$0.00	\$124,841.00
WILSON RD-05	DEVON WOODS DR	PICKERNELL LN	State Aid	0.24	4,599.39	60.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$57,492.32	\$0.00	\$0.00	\$0.00	\$0.00	\$57,492.00
WILSON RD-06	PICKERNELL LN	ELIOT TL	State Aid	0.58	11,187.35	55.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$139,841.93	\$0.00	\$0.00	\$0.00	\$0.00	\$139,842.00

Total Year 2026\$460,652.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
SPINNEY WAY	DENNETT RD	OLD DENNETT RD	Accepted	0.12	1,653.40	54.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$20,667.55	\$0.00	\$0.00	\$0.00	\$0.00	\$20,668.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
DUNCAN WAY	RT 103	DEAD END	Accepted	0.10	1,355.67	10.92	Reclamation	\$32.00	\$43,381.49	\$0.00	\$0.00	\$0.00	\$0.00	\$43,381.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
PAYNE RD-01	BARTLETT RD	DEACON DR	Accepted	0.24	2,998.32	18.94	Reclamation	\$32.00	\$95,946.09	\$0.00	\$0.00	\$0.00	\$0.00	\$95,946.00
PAYNE RD-02	DEACON AVE	MEADOW VIEW LN	Accepted	0.09	1,057.55	47.94	Reclamation	\$32.00	\$33,841.65	\$0.00	\$0.00	\$0.00	\$0.00	\$33,842.00
PAYNE RD-03	MEADOW VIEW LN	YORK TL	Accepted	0.23	2,809.11	11.94	Reclamation	\$32.00	\$89,891.53	\$0.00	\$0.00	\$0.00	\$0.00	\$89,892.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
FERNALD RD-01	MARTIN RD	WHITE BIRCH LN	Accepted	0.20	2,642.88	45.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$33,036.04	\$0.00	\$0.00	\$0.00	\$0.00	\$33,036.00
FERNALD RD-02	WHITE BIRCH LN	RT 236	Accepted	0.25	3,259.20	47.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$40,739.99	\$0.00	\$0.00	\$0.00	\$0.00	\$40,740.00
FERNALD RD-03	RT 236	EVERGREEN DR	Accepted	0.19	2,401.91	69.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$30,023.83	\$0.00	\$0.00	\$0.00	\$0.00	\$30,024.00
FERNALD RD-04	EVERGREEN DR	ELIOT TL	Accepted	0.05	692.56	83.90	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,656.94	\$0.00	\$0.00	\$0.00	\$0.00	\$8,657.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
PHILBRICK AVE-01	WILNER ST	PHELPS ST	Accepted	0.03	365.61	73.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$4,570.13	\$0.00	\$0.00	\$0.00	\$0.00	\$4,570.00
PHILBRICK AVE-02	PHELPS ST	WATTS ST	Accepted	0.04	501.33	64.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,266.67	\$0.00	\$0.00	\$0.00	\$0.00	\$6,267.00
PHILBRICK AVE-03	WATTS ST	MOORE ST	Accepted	0.04	531.34	65.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,641.77	\$0.00	\$0.00	\$0.00	\$0.00	\$6,642.00
PHILBRICK AVE-04	MOORE ST	MEAD ST	Accepted	0.06	783.12	55.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$9,788.96	\$0.00	\$0.00	\$0.00	\$0.00	\$9,789.00
PHILBRICK AVE-05	MEAD ST	HALSTEAD ST	Accepted	0.10	1,368.69	65.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$17,108.58	\$0.00	\$0.00	\$0.00	\$0.00	\$17,109.00
PHILBRICK AVE-06	HALSTEAD ST	GOODRICH ST	Accepted	0.04	531.58	60.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,644.72	\$0.00	\$0.00	\$0.00	\$0.00	\$6,645.00
PHILBRICK AVE-07	GOODRICH ST	DISMUKES ST	Accepted	0.05	682.61	59.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,532.65	\$0.00	\$0.00	\$0.00	\$0.00	\$8,533.00
PHILBRICK AVE-08	DISMUKES ST	COLE ST	Accepted	0.03	491.46	62.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$6,143.25	\$0.00	\$0.00	\$0.00	\$0.00	\$6,143.00
PHILBRICK AVE-09	COLE ST	BICKNELL ST	Accepted	0.04	592.70	56.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$7,408.70	\$0.00	\$0.00	\$0.00	\$0.00	\$7,409.00
PHILBRICK AVE-10	BICKNELL ST	WAINWRIGHT AVE	Accepted	0.03	478.45	62.96	1/2" Shim & 1 1/2" Overlay	\$12.50	\$5,980.61	\$0.00	\$0.00	\$0.00	\$0.00	\$5,981.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
WAINWRIGHT AVE-01	WOODLAWN AVE	PHILBRICK LN	Accepted	0.08	1,046.62	53.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$13,082.74	\$0.00	\$0.00	\$0.00	\$0.00	\$13,083.00
WAINWRIGHT AVE-02	PHILBRICK LN	WYMANS AVE	Accepted	0.07	864.15	50.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$10,801.84	\$0.00	\$0.00	\$0.00	\$0.00	\$10,802.00

Total Year 2027\$499,159.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
DENNETT RD-01	OLD POST RD	RT 1A	State Aid	0.06	1,344.10	50.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$16,801.26	\$0.00	\$0.00	\$0.00	\$0.00	\$16,801.00

DENNETT RD-02	RT 1A	ELIOT RD	State Aid	0.10	2,373.80	76.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$29,672.51	\$0.00	\$0.00	\$0.00	\$0.00	\$29,673.00
DENNETT RD-03	ELIOT RD	RANGER DR	State Aid	0.06	1,496.08	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$18,701.94	\$0.00	\$0.00	\$0.00	\$0.00	\$18,701.00
DENNETT RD-04	RANGER DR	RT 95 RAMP	State Aid	0.16	3,791.40	38.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$47,392.44	\$0.00	\$0.00	\$0.00	\$0.00	\$47,392.00
DENNETT RD-05	RT 95 RAMP	SPINNEY WAY	State Aid	0.17	3,914.23	28.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$48,927.93	\$0.00	\$0.00	\$0.00	\$0.00	\$48,928.00
DENNETT RD-06	SPINNEY WAY	RT 95 RAMP	State Aid	0.04	1,011.12	28.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$12,639.03	\$0.00	\$0.00	\$0.00	\$0.00	\$12,639.00
DENNETT RD-07	RT 95 RAMP	OLD DENNETT RD	State Aid	0.37	8,707.20	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$108,840.01	\$0.00	\$0.00	\$0.00	\$0.00	\$108,840.00
DENNETT RD-08	OLD DENNETT RD	NORDIA LN	State Aid	0.03	733.28	80.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$9,166.01	\$0.00	\$0.00	\$0.00	\$0.00	\$9,166.00
DENNETT RD-09	NORDIAN LN	ROSEBERRY LN	State Aid	0.03	820.34	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$10,254.23	\$0.00	\$0.00	\$0.00	\$0.00	\$10,254.00
DENNETT RD-10	ROSEBERRY LN	SUNSET DR	State Aid	0.10	2,261.48	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$28,268.53	\$0.00	\$0.00	\$0.00	\$0.00	\$28,269.00
DENNETT RD-11	SUNSET DR	DENNETT RD EXT	State Aid	0.07	1,552.28	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$19,403.51	\$0.00	\$0.00	\$0.00	\$0.00	\$19,404.00
DENNETT RD-12	DENNETT RD EXT	ESTUARY DR	State Aid	0.13	2,997.87	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$37,473.32	\$0.00	\$0.00	\$0.00	\$0.00	\$37,473.00
DENNETT RD-13	ESTUARY DR	LEACH RD	State Aid	0.08	1,778.46	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$22,230.78	\$0.00	\$0.00	\$0.00	\$0.00	\$22,231.00
DENNETT RD-14	LEACH RD	ELIOT TL	State Aid	0.08	1,868.64	74.95	1/2" Shim & 1 1/2" Overlay	\$12.50	\$23,357.96	\$0.00	\$0.00	\$0.00	\$0.00	\$23,358.00

Total Year 2028\$433,129.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
BARTLETT RD-01	HALEY RD	HIGH PASTURE RD	State Aid	0.22	2,792.22	50.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$34,902.70	\$0.00	\$0.00	\$0.00	\$0.00	\$34,903.00
BARTLETT RD-02	HIGH PASTURE RD	CHARLES HILL RD	State Aid	0.36	4,642.02	66.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$58,025.29	\$0.00	\$0.00	\$0.00	\$0.00	\$58,025.00
BARTLETT RD-03	CHARLES HILL RD	ABES WAY	State Aid	0.38	4,881.33	53.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$61,016.61	\$0.00	\$0.00	\$0.00	\$0.00	\$61,017.00
BARTLETT RD-04	ABES WAY	PINKHAMS LN	State Aid	0.12	1,561.82	72.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$19,522.69	\$0.00	\$0.00	\$0.00	\$0.00	\$19,523.00
BARTLETT RD-05	PINKHAMS WAY	SHAYDON LN	State Aid	0.05	651.27	78.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$8,140.85	\$0.00	\$0.00	\$0.00	\$0.00	\$8,141.00
BARTLETT RD-06	SHAYDON LN	LYNCH LN	State Aid	0.39	5,078.60	63.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$63,482.54	\$0.00	\$0.00	\$0.00	\$0.00	\$63,483.00
BARTLETT RD-07	LYNCH LN	CRANBERRY LN	State Aid	0.10	1,328.37	65.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$16,604.62	\$0.00	\$0.00	\$0.00	\$0.00	\$16,605.00
BARTLETT RD-08	CRANBERRY LN	YORK TL	State Aid	0.61	7,844.87	54.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$98,060.89	\$0.00	\$0.00	\$0.00	\$0.00	\$98,061.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
MILLER RD-01	BARTLETT RD	HIGH PASTURE RD	Accepted	0.16	2,004.59	54.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$25,057.35	\$0.00	\$0.00	\$0.00	\$0.00	\$25,057.00
MILLER RD-02	HIGH PASTURE RD	NORTON RD	Accepted	0.38	4,657.94	50.94	1/2" Shim & 1 1/2" Overlay	\$12.50	\$58,224.23	\$0.00	\$0.00	\$0.00	\$0.00	\$58,224.00

Total Year 2029\$443,039.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
CUTTS ISLAND LN	RT 103	CHAUNCEY CREEK LN	Accepted	0.31	3,677.66	38.91	Reclamation	\$32.00	\$117,685.25	\$0.00	\$0.00	\$0.00	\$0.00	\$117,685.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
SEAPOINT RD-01	CUTTS ISLAND LN	THAXTER LN	Accepted	0.64	7,905.39	32.94	Reclamation	\$32.00	\$252,972.52	\$0.00	\$0.00	\$0.00	\$0.00	\$252,973.00
SEAPOINT RD-02	THAXTER LN	DEAD END	Accepted	0.16	2,000.25	54.94	Reclamation	\$32.00	\$64,008.09	\$0.00	\$0.00	\$0.00	\$0.00	\$64,008.00

Total Year 2030\$434,666.00

Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
ELIZABETH LN	HIGH PASTURE RD	HIGH PASTUER RD	Accepted	0.32	5,199.97	24.91	Reclamation	\$32.00	\$166,399.11	\$0.00	\$0.00	\$0.00	\$0.00	\$166,399.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
HIGH PASTURE RD-01	BARTLETT RD	ELIZABETH LN	Accepted	0.40	6,033.17	46.91	1/2" Shim & 1 1/2" Overlay	\$12.50	\$75,414.60	\$0.00	\$0.00	\$0.00	\$0.00	\$75,415.00
HIGH PASTURE RD-02	ELIZABETH LN	ELIZABETH LN	Accepted	0.09	1,315.60	67.91	1/2" Shim & 1 1/2" Overlay	\$12.50	\$16,444.95	\$0.00	\$0.00	\$0.00	\$0.00	\$16,445.00
HIGH PASTURE RD-03	ELIZABETH LN	MILLER RD	Accepted	0.15	2,244.38	46.91	1/2" Shim & 1 1/2" Overlay	\$12.50	\$28,054.80	\$0.00	\$0.00	\$0.00	\$0.00	\$28,055.00
Segment Name	From Street	To Street	Status	Miles	Square Yards	RSR	Repair Method	Unit Cost	Repair Estimate	Contingency Estimate	Sidewalk Cost	Supplemental Cost	Police Estimate	Project Estimate
WYMAN AVE	RT 103	WAINWRIGHT AVE	Accepted	0.28	3,401.40	22.95	Reclamation	\$32.00	\$108,844.72	\$0.00	\$0.00	\$0.00	\$0.00	\$108,845.00

Total Year 2031\$395,159.00

6 Year Total\$2,665,804.00



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4013):



<b>Date:</b>	08 NOVEMBER 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	FIRE DEPARTMENT	<b>Est. Funding Request:</b>	\$165,850
<b>Project Title:</b>	Fire Apparatus Reserve	<b>Est. Useful Life (Years):</b>	25
<b>Contact:</b>	Chief David O'Brien	<b>If Yes, when? (FY):</b>	ANNUALLY
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<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 fire apparatus reserve funds the purchase and replacement fire apparatus based on a 25-year life span. Due to a potential costly repairs Engine 1 was replaced a year early. The new truck was delivered in October, 2019. The amortization schedule reflects the 50% upfront payment for the truck during the FY19 period and also shows the balance amount of \$284,883 paid upon delivery. FY20 also has an estimated \$40K being applied towards Engine 5 for a mid-range refurbishment of the truck. The refurbishment started the last week of October 2019 and will finish before the end of the calendar year. Estimated FY20 expenditures total \$324,993 leaving a balance of \$30,782 in the Fire Apparatus Reserve Fund. The next major apparatus replacement is planned for FY26.

## Photo (click image to insert):



Photo by John Gallia www.firenews.org

## Project Financing:

Total Project Cost:	\$ 1,033,850	Town Funding Needed:	\$ 165,850
Amount and Type of Outside Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$ 20,000	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:	ONGOING
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

FY21	FY22	FY23	FY24	FY25	Total
\$ 165,850	\$193,000	\$ 200,000	\$ 225,000	\$ 250,000	\$1,033,850

								FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34
								2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%
Start of Year Balance								\$ 300,612	\$ 194,993	\$ 35,960	\$ 201,810	\$ 394,810	\$ 594,810	\$ 819,810	\$ 1,069,810	\$ 514,163	\$ 798,163	\$ 1,082,163	\$ 1,299,977	\$ 895,054	\$ 1,179,054	\$ 921,017	\$ 1,205,017
Add: CY CIP								\$ 175,900	\$ 165,850	\$ 165,850	\$ 193,000	\$ 200,000	\$ 225,000	\$ 250,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000	\$ 284,000
Total Available								\$ 476,512	\$ 360,843	\$ 201,810	\$ 394,810	\$ 594,810	\$ 819,810	\$ 1,069,810	\$ 1,353,810	\$ 798,163	\$ 1,082,163	\$ 1,366,163	\$ 1,583,977	\$ 1,179,054	\$ 1,463,054	\$ 1,205,017	\$ 1,489,017
Unit #	Year	Features	Value	Deprec.	Years	Annual Reserve	Reserve Needed																
				Years	Left	straight line																	
Engine 5	2019	Pumper	\$566,402	25	25	\$ 22,656	\$ -	\$281,519	\$284,883														
Rescue 3	2001	Heavy Rescue	\$675,000	25	6	\$ 27,000	\$ 513,000								\$773,674								
Command	2018	Command	\$55,000	8	6	\$ 6,875	\$ 13,750								\$65,973								\$79,136
Utility 8	2016	Pickup	\$28,000	20	16	\$ 1,400	\$ 5,600																
Forestry 4	2008	Pickup	\$46,000	20	14	\$ 2,300	\$ 13,800											\$66,186					
Engine 1	2005	Pumper	\$566,402	25	10	\$ 22,656	\$ 339,841		\$40,000										\$688,923				
Tank 6	2007	3000 Gallon Tank	\$307,000	25	12	\$ 12,280	\$ 159,640														\$542,037		
Ladder 2	2009	75 foot Qunit	\$750,000	25	14	\$ 30,000	\$ 330,000																\$ 1,324,195
\$ 125,167																							
Projected Expenditures								\$ 281,519	\$ 324,883	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 839,647	\$ -	\$ -	\$ 66,186	\$ 688,923	\$ -	\$ 542,037	\$ -	\$ 1,403,331
Excess (Shortfall)								\$ 194,993	\$ 35,960	\$ 201,810	\$ 394,810	\$ 594,810	\$ 819,810	\$ 1,069,810	\$ 514,163	\$ 798,163	\$ 1,082,163	\$ 1,299,977	\$ 895,054	\$ 1,179,054	\$ 921,017	\$ 1,205,017	\$ 85,686

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (2057):



<b>Date:</b>	November 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	3
<b>Department:</b>	Administration	<b>Est. Funding Request:</b>	\$ 0
<b>Project Title:</b>	Open Space Reserve	<b>Est. Useful Life (Years):</b>	NA
<b>Contact:</b>	Kendra Amaral, Town Manager	<b>If Yes, when? (FY):</b>	Ongoing
<b>Previously Presented?</b>	<input checked="" 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 type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>
Health and Life 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 and/or improve open space. There are no anticipated open space acquisition or improvement projects anticipated in the next few years.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 100,000	Town Funding Needed:	\$ 0
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$ 0	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4027):



<b>Date:</b>	NOVEMBER 8, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Administration	<b>Est. Funding Request:</b>	\$ 80,000
<b>Project Title:</b>	Municipal Facility Reserve	<b>Est. Useful Life (Years):</b>	10-30
<b>Contact:</b>	Kendra Amaral, Town Manager	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

This reserve is for municipal facility repairs, equipment replacements, and facility rehabs. Projects will include major replacements such as roofs, HVAC/MEP systems, energy efficient upgrades, and expansion as needed. Phase 1 of a facility assessment has been completed and includes a replacement schedule for many of the building envelope, interior, MEP, Life Safety and exterior systems. Utilizing the reserve system, it is anticipated that the buildings will be able to be maintained on an ongoing basis without bonding. This plan does not include full building replacement or expansions.

FY20 has included rehab of the KPD Radio and Server Room A/C units, and exterior wall repairs at the KRRF. Additional work is being done on Town Hall Offices in FY20. FY21 will focus on replacing the heating systems at Town Hall and rebuilding the reserve for expected projects in the out years.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$680,000	Town Funding Needed:	\$80,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$80,000	\$105,000	\$160,000	\$185,000	\$150,000	\$680,000

TOWN OF KITTERY, MAINE  
TOP LEVEL - ANNUAL RESERVE ESTIMATES  
2021-2025 FACILITY MAINTENANCE RESERVE

Sum of EST REPLACEMENT COST ESCALATED																							
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2037	2038	2039	2040	2041	2042	2051	Grand Total
AIR CONDITIONING			\$ 84,413									\$ 58,741	\$ 166,385		\$ 20,861						\$ 31,577		\$ 361,978
COMMUNICATION SYSTEMS																							
EMERGENCY POWER		\$ 92,882																					\$ 92,882
EXTERIOR WALLS			\$ 30,951					\$ 15,005															\$ 45,956
FLOOR COVERINGS								\$ 32,685									\$ 45,034						\$ 77,719
HEATING SYSTEM	\$ 6,682		\$ 6,155					\$ 28,705		\$ 4,568		\$ 35,245	\$ 18,907		\$ 96,282	\$ 7,234	\$ 33,140	\$ 108,367				\$ 193,131	\$ 538,416
INTERIOR WALLS			\$ 24,761																				\$ 24,761
POWER DISTRIBUTION																							
ROOF SYSTEMS					\$ 5,320		\$ 36,073		\$ 7,407	\$ 158,540			\$ 9,699	\$ 111,998	\$ 64,666	\$ 466,360			\$ 803,999	\$ 207,489	\$ 55,152		\$ 1,961,703
SITE UTILITIES																							
VEHICULAR & PEDESTRIAN MOVEMENT			\$ 50,423			\$ 143,846																	\$ 194,269
VENTILATION UNITS			\$ 3,658															\$ 2,850		\$ 3,024			\$ 9,532
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									\$ 315,000
FIRE PROTECTION						\$ 32,637																	\$ 32,637
Grand Total	\$ 26,682	\$ 112,882	\$ 220,362	\$ 20,000	\$ 25,320	\$ 196,483	\$ 56,073	\$ 96,394	\$ 27,407	\$ 183,108	\$ 20,000	\$ 113,986	\$ 214,992	\$ 131,998	\$ 181,809	\$ 473,594	\$ 78,174	\$ 111,217	\$ 803,999	\$ 210,512	\$ 86,729	\$ 193,131	\$ 3,654,852
Beginning Balance	\$ 125,158	\$ 178,476	\$ 170,594	\$ 110,232	\$ 275,232	\$ 399,913	\$ 353,430	\$ 447,357	\$ 500,962	\$ 623,556	\$ 590,447	\$ 720,447	\$ 756,461	\$ 691,470	\$ 709,471	\$ 677,662	\$ 645,853	\$ 717,679	\$ 756,462	\$ 102,463	\$ 41,951	\$ 105,221	
CIP Allocation	\$ 80,000	\$ 105,000	\$ 160,000	\$ 185,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 3,230,000
Est Projects	\$ 26,682	\$ 112,882	\$ 220,362	\$ 20,000	\$ 25,320	\$ 196,483	\$ 56,073	\$ 96,394	\$ 27,407	\$ 183,108	\$ 20,000	\$ 113,986	\$ 214,992	\$ 131,998	\$ 181,809	\$ 181,809	\$ 78,174	\$ 111,217	\$ 803,999	\$ 210,512	\$ 86,729	\$ 193,131	
Ending Balance	\$178,476	\$170,594	\$110,232	\$275,232	\$399,913	\$353,430	\$447,357	\$500,962	\$623,556	\$590,447	\$720,447	\$756,461	\$691,470	\$709,471	\$677,662	\$645,853	\$717,679	\$756,462	\$102,463	\$41,951	\$105,221	\$62,090	

**TOWN OF KITTERY, MAINE**  
**TOP LEVEL - ANNUAL RESERVE ESTIMATES**  
**2021-2025 FACILITY MAINTENANCE RESERVE**  
**Inflation Assumption**

<b>NEW PROJECT ADDED</b>
<b>PROJECT COMPLETED w/NEW USEFUL LIFE ADDED</b>
<b>END LIFE DATE MODIFIED</b>
<b>3%</b>

CATEGORY	SYSTEM	ANTICIPATED END LIFE	ESTIMATED REPLACEMENT COST TODAY	EST REPLACEMENT COST ESCALATED
AIR CONDITIONING	POLICE DEPT RADIO ROOM DMS-3	2035	\$ 6,500	\$ 10,431
AIR CONDITIONING	POLICE DEPT SERVER ROOM DMS-4	2035	\$ 6,500	\$ 10,431
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-2	2032	\$ 10,000	\$ 14,685
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-3	2032	\$ 10,000	\$ 14,685
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-4	2032	\$ 10,000	\$ 14,685
AIR CONDITIONING	COMMUNITY CENTER CONDENSING UNIT CU-5	2032	\$ 10,000	\$ 14,685
AIR CONDITIONING	MUNICIPAL COMPLEX CU-1 POLICE DEPT	2023	\$ 40,000	\$ 45,020
AIR CONDITIONING	MUNICIPAL COMPLEX CU-2 POLICE DISPATCH	2023	\$ 35,000	\$ 39,393
AIR CONDITIONING	MUNICIPAL COMPLEX CU-3 SCHOOL DEPT	2033	\$ 35,000	\$ 52,941
AIR CONDITIONING	MUNICIPAL COMPLEX CU-4 COUNCIL CHAMBERS	2033	\$ 35,000	\$ 52,941
AIR CONDITIONING	MUNICIPAL COMPLEX CU-5 TOWN HALL	2033	\$ 40,000	\$ 60,504
AIR CONDITIONING	TOWN HALL SERVER ROOM DMS-1	2042	\$ 8,000	\$ 15,789
AIR CONDITIONING	COUNCIL CHAMBERS A / V ROOM DMS-2	2042	\$ 8,000	\$ 15,789
AIR CONDITIONING	DUCTLESS MINI SPLIT SYSTEMS			
COMMUNICATION SYSTEMS	SERVERS			
COMMUNICATION SYSTEMS	ANTENNAS			
EMERGENCY POWER	TOWN HALL CONNECTION PROJECT	2022	\$ 85,000	\$ 92,882
EMERGENCY POWER	POLICE DEPT.			
EMERGENCY POWER	TRANSFER SWITCHES			
EMERGENCY POWER	TRANSFORMERS			
EMERGENCY POWER	SERVICE WIRING			
EXTERIOR WALLS	TRANSFER STATION - HOUSEHOLD WASTE	2069	\$ 50,000	\$ 219,195
EXTERIOR WALLS	TOWN HALL REAR EXIT DOOR # 102	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	TOWN HALL REAR EXIT DOOR # 103	2023	\$ 5,500	\$ 6,190
EXTERIOR WALLS	SCHOOL DEPT REAR EXIT # 104	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	POLICE DEPT REAR EXIT # 107	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	POLICE DEPT SALLY PORT # 108	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	POLICE DEPT SALLY PORT OVERHEAD # 109	2023	\$ 500	\$ 563
EXTERIOR WALLS	POLICE DEPT SALLY PORT OVERHEAD # 111	2023	\$ 500	\$ 563
EXTERIOR WALLS	POLICE DEPT FRONT VESTIBULE # 113	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	POLICE DEPT FRONT VESTIBULE # 114	2023	\$ 3,500	\$ 3,939
EXTERIOR WALLS	MECHANICAL ROOM REAR ACCESS # 106	2028	\$ 5,500	\$ 7,176
EXTERIOR WALLS	POLICE DEPT GENERATOR SHED # 110	2028	\$ 2,500	\$ 3,262
EXTERIOR WALLS	POLICE DEPT TRAINING ROOM # 112	2028	\$ 3,500	\$ 4,567

CATEGORY	SYSTEM	ANTICIPATED END LIFE	ESTIMATED REPLACEMENT COST TODAY		EST REPLACEMENT COST ESCALATED	
EXTERIOR WALLS	WINDOWS					
EXTERIOR WALLS	SCREENS					
EXTERIOR WALLS	LOUVERS					
FLOOR COVERINGS	MUNICIPAL COMPLEX-CARPETING	2028	\$	25,050	\$	32,685
FLOOR COVERINGS	MUNICIPAL COMPLEX-VCT	2038	\$	25,683	\$	45,034
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P1-B	2021	\$	3,149	\$	3,341
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P2-B	2021	\$	3,149	\$	3,341
HEATING SYSTEM	POLICE DEPT SALLY PORT UH-1	2023	\$	2,735	\$	3,078
HEATING SYSTEM	POLICE DEPT SALLY PORT UH-2	2023	\$	2,735	\$	3,078
HEATING SYSTEM	PUBLIC WORKS - TOWN GARAGE (SHOP)	2028	\$	22,000	\$	28,705
HEATING SYSTEM	MUNICIPAL COMPLEX BOILER CIRC B-2	2030	\$	1,100	\$	1,523
HEATING SYSTEM	MUNICIPAL COMPLEX DHW HEATING P-3	2030	\$	1,100	\$	1,523
HEATING SYSTEM	MUNICIPAL COMPLEX DHW RECIRC BWP-1	2030	\$	1,100	\$	1,523
HEATING SYSTEM	COMMUNITY CENTER P-3 BOILER PRIMARY	2032	\$	8,000	\$	11,748
HEATING SYSTEM	COMMUNITY CENTER P-1 BUILDING DISTRIBUTION	2032	\$	8,000	\$	11,748
HEATING SYSTEM	COMMUNITY CENTER P-2 BUILDING DISTRIBUTION	2032	\$	8,000	\$	11,748
HEATING SYSTEM	PUBLIC WORKS - OFFICE BUILDING	2033	\$	12,500	\$	18,907
HEATING SYSTEM	MUNICIPAL COMPLEX - BOILER B-1	2035	\$	30,000	\$	48,141
HEATING SYSTEM	MUNICIPAL COMPLEX - BOILER B-2	2035	\$	30,000	\$	48,141
HEATING SYSTEM	MUNICIPAL COMPLEX BOILER CIRC B-1	2037	\$	1,100	\$	1,873
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P2-A	2037	\$	3,149	\$	5,361
HEATING SYSTEM	TRANSFER STATION - HOUSEHOLD WASTE	2038	\$	7,875	\$	13,809
HEATING SYSTEM	TRANSFER STATION - BALER BUILDING	2038	\$	7,875	\$	13,809
HEATING SYSTEM	MUNICIPAL COMPLEX LOOP HEAT CIRC P1-A	2038	\$	3,149	\$	5,522
HEATING SYSTEM	COMMUNITY CENTER - EASTWING BOILER B-1	2039	\$	30,000	\$	54,183
HEATING SYSTEM	COMMUNITY CENTER - EASTWING BOILER B-2	2039	\$	30,000	\$	54,183
HEATING SYSTEM	COMMUNITY CENTER - MAIN BUILDING	2051	\$	75,000	\$	193,131
INTERIOR WALLS	PAINT - TOWN HALL & SCHOOL DEPT	2023	\$	22,000	\$	24,761
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					
POWER DISTRIBUTION	POWER DISTRIBUTION PANELS					
POWER DISTRIBUTION	ELECTRICAL RECEPTACLES					
POWER DISTRIBUTION	LIGHT SWITCHES					
POWER DISTRIBUTION	CIRCUIT BREAKERS					

CATEGORY	SYSTEM	ANTICIPATED END LIFE	ESTIMATED REPLACEMENT		EST REPLACEMENT COST	
				COST TODAY		ESCALATED
ROOF SYSTEMS	TRANSFER STATION - BALER BUILDING	2019	\$	35,000	\$	35,000
ROOF SYSTEMS	MEMORIAL FIELD - PARKS GARAGE	2025	\$	4,455	\$	5,320
ROOF SYSTEMS	PUBLIC WORKS - STORAGE GARAGE 3 BAY	2027	\$	28,477	\$	36,073
ROOF SYSTEMS	NEW FREEBIE BARN	2029	\$	2,499	\$	3,358
ROOF SYSTEMS	OLD FREEBIE BARN	2029	\$	3,012	\$	4,048
ROOF SYSTEMS	TRANSFER STATION - HOUSEHOLD WASTE	2030	\$	114,533	\$	158,540
ROOF SYSTEMS	FORT FOSTER - NEW RESTROOM	2033	\$	6,413	\$	9,699
ROOF SYSTEMS	TRANSFER STATION - UNIVERSAL WASTE BUILDING	2034	\$	48,195	\$	75,086
ROOF SYSTEMS	PUBLIC WORKS - OFFICE BUILDING	2034	\$	23,693	\$	36,912
ROOF SYSTEMS	PUBLIC WORKS - SALT / SAND BUILDING	2035	\$	35,438	\$	56,867
ROOF SYSTEMS	PUBLIC WORKS - FRONT STORAGE GARAGE	2035	\$	4,860	\$	7,799
ROOF SYSTEMS	COMMUNITY CENTER - MAIN BUILDING	2037	\$	210,938	\$	359,107
ROOF SYSTEMS	COMMUNITY CENTER - GYMNASIUM	2037	\$	48,000	\$	81,717
ROOF SYSTEMS	COMMUNITY CENTER - FITNESS	2037	\$	15,000	\$	25,536
ROOF SYSTEMS	MUNICIPAL COMPLEX	2040	\$	212,625	\$	395,545
ROOF SYSTEMS	PUBLIC WORKS - TOWN GARAGE (SHOP)	2040	\$	104,004	\$	193,478
ROOF SYSTEMS	TRANSFER STATION - BALER BUILDING	2040	\$	115,560	\$	214,976
ROOF SYSTEMS	COMMUNITY CENTER - EASTWING	2041	\$	108,287	\$	207,489
ROOF SYSTEMS	FORT FOSTER - PAVILION #1	2042	\$	3,240	\$	6,394
ROOF SYSTEMS	FORT FOSTER - PAVILION #2	2042	\$	10,125	\$	19,983
ROOF SYSTEMS	FORT FOSTER - STORAGE GARAGE 2 BAY	2042	\$	7,290	\$	14,387
ROOF SYSTEMS	PUBLIC WORKS - REAR SIGN STORAGE GARAGE	2042	\$	7,290	\$	14,387
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	2023	\$	44,800	\$	50,423
VEHICULAR & PEDESTRIAN MOVEMENT	PARKING LOT PAVING DPW	2026	\$	63,760	\$	78,417
VEHICULAR & PEDESTRIAN MOVEMENT	PARKING LOT PAVING COMMUNITY CENTER	2026	\$	53,200	\$	65,429
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					



CATEGORY	SYSTEM	ANTICIPATED END LIFE	ESTIMATED REPLACEMENT		EST REPLACEMENT COST	
			COST TODAY		ESCALATED	
VENTILATION UNITS	AHU-2-BLOWER MOTOR	2023	\$	1,000	\$	1,126
VENTILATION UNITS	AHU-3-BLOWER MOTOR	2023	\$	1,250	\$	1,407
VENTILATION UNITS	AHU-4 -BLOWER MOTOR	2023	\$	1,000	\$	1,126
VENTILATION UNITS	AHU-5-BLOWER MOTOR	2039	\$	1,578	\$	2,850
VENTILATION UNITS	AHU-1 POLICE DEPT-BLOWER MOTOR	2041	\$	1,578	\$	3,024
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					
<b>FIRE PROTECTION</b>	<b>MUNICIPAL BUILDING FIRE ALARM SYSTEM</b>	<b>2026</b>	<b>\$</b>	<b>26,537</b>	<b>\$</b>	<b>32,637</b>
UNPLANNED PROJECTS		2019	\$	15,000	\$	15,000
UNPLANNED PROJECTS		2020	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2021	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2022	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2023	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2024	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2025	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2026	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2027	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2028	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2029	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2030	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2031	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2032	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2033	\$	20,000	\$	20,000
UNPLANNED PROJECTS		2034	\$	20,000	\$	20,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4012):



<b>Date:</b>	DECEMBER 18, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery Public Works	<b>Est. Funding Request:</b>	\$ 450,000
<b>Project Title:</b>	Vehicles and Equipment Reserve	<b>Est. Useful Life (Years):</b>	10 – 25 years
<b>Contact:</b>	David Rich	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<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:

This fund is for replacement of DPW equipment and vehicles. Attached is the inventory and the projected replacement schedule.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$1,900,000	Town Funding Needed:	\$450,000
Amount and Type of Outside Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	Varies

## 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	Yes

FY21	FY22	FY23	FY24	FY25	Total
\$450,000	\$ 500,000	\$ 350,000	\$300,000	\$300,000	\$1,900,000

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	2021 Replacement	2022 Replacement	2023 Replacement	2024 Replacement	2025 Replacement	2026 Replacement	2027 Replacement	2028 Replacement	2029 Replacement	2030 Replacement	2031 Replacement	2032 Replacement	2033 Replacement	2034 Replacement	2035 Replacement
402	2001	95,000	Freightliner	8 cy dump plow, wing, sander													239,680		
403	2001	95,000	Freightliner	8 cy dump, plow, wing, sander													239,680		
404	2001	95,000	Freightliner	8 cy dump, plow, wing, sander		200,000													
405	2005	60,000	Ford	550, 4WD, 3cy, SS dump, 9' plow							105,000								
417	2001	95,000	Freightliner	8 cy dump, plow, wing, sander															
407	2005	70,000	Ford	550, 4WD, 3cy, SS dump, 10' plow, wing							138,200								
409	2001	95,000	Freightliner	8 cy dump, plow, wing, sander													239,680		
410	2014	59,000	Ford	350, 4wd, pick up utility body, 9' plow				82,345											
411	2012	20,000	Ford	F150 4WD Pickup				50,000											
411A	2007	17,719	Kia	Rondo LX	35,000														
412	2001	95,000	Freightliner	8 cy dump, plow, wing, sander		200,000													
413	2005	60,000	Ford	550, 4WD, 3cy, SS dump, 10' plow							105,000								
415	2006	185,000	Elgin	sweeper, basin cleaner															
416	2005	25,000	Ford	F250, 4wd, , 8' plow															
406	1994	95,000	International	8 cy dump, plow, wing, sander													239,680		
419	2012	10,000	Load Max	Low Pro trailer							11,500								
422	2014	103,000	Cat	4wd, loader/backhoe, 1 3/4 cy			121,750												
427	2008	121,900	CAT	4wd,loader 3 cy															
429	2006	108,000	Trackless	MT, sidewalk plow															
430	2007	2,400	Sweepster	Sidewalk Sweeper walk behind							4,980								
431	2007	2,400	Sweepster	Sidewalk Sweeper walk behind							4,980								
432	2000	15,000	Maclean	MV2 Sidewalk Plow Sander/Ribbon Blower												185,250			
438	2001	40,000	Sewer Equipment	Culvert Cleaning Trailer, Diesel														100,000	
440	1994	4,000	Lincoln	Welder with Trailer			4,620												
441	1987	2,500	Low Bed	Roller Trailer															
444	1994	10,000	Ingersoll Rand	69000															
445	1995	10,700	Wacker	Paving Roller															
448	1980	1,000	Homemade	Form Trailer 6000 lbs				5,000											
449	1962	5,000	GEN	Equipment Trailer 20 ton															
453	1996	1,600	Wacker	Plate Compactor															
457	2002	9,225	Salco	Mini Paver Sidewalks		16,800													
458	2001	3,400	Wacker	Reversible Plate Compactor															
491	1997	2,500	Sawtec	Pavement Cutter												5,000			
529	2012	3,800	Line Lazer	Line Striping Machine												4,160			
533	2017	8,137	Bosch	Vehicle Diagnostic Tool		11,980					12,230								
561	2002	1,500	Emglo	Air Compressor			9,370												
579	2007	Unknown	Reznor	Waste Oil Furnace		7,820													
591	1992	1,200	Jet	Gantry Hoist															
591A	1992	Unknown	Bridge Crane	Bridge Crane Support															
592	1994	2,421	Dip-Pak	Welder															
594	1994	Unknown	Vehicle Lift	Vehicle Lift															
595	2010	23,000	Kohler 60KW	Generator-Dielsel 60KW															29,620
597	Unknown	Unknown	Dynamic 40 amp	Plasma Cutter															
598	1993	3,500	Landa	Pressure Washer 3500 psi												5,400			
599	2017	Unknown	Sander Racks	(4) Sander Racks															
			Salt Shed	Doors	40,000														
			Storage Shed	New/Replacement Schedule and Estimated Costs	35,000														
610 (25)	Unknown	Unknown	(25 units)Vehical Radios	(25 units)Vehical Radios	450	2,250													
In-Town Parks and Fort Foster Division:																			
401	2005	60,500	Ford	550, 4wd, 3cy, ss dump, 10' plow							135,400								
414	2005	60,000	Ford	550 4wd 3 cy, SS dump, 9' plow							99,000								
408	2004	14,500	Chevy	4WD Pickup															
420	2006	12,000	John Deere	Z-Track															
421	2010	38,000	Kubota	B3030 loader,mower,sweeper, tiller					53,000										
426	1999	14,000	Jacobsen	4wd fr mower (Bagger)												19,575			
428	2013	15,000	Kubota	2wd Zero Turn Mower (Bagger)								22,500							
436/477	1996	4,000	Billy Goat	Leaf loader												12,000			
446	1982	466	Hayes	Trailer															
450	2000	5,000	Welsh	trailer	8,100														
478	2011	1,260	Billy Goat	Leaf loader					3,722							12,000			
Solid Waste																			
423	2003	92,500	John Deere	S44H, loader															
424	2011	46,428	New Holland	L185, skid steer						92,900									
425	2007	40,000	New Holland	L185, skid steer		77,500													
437	1994	58,000	Read	RD-40B, screen all			119,040												
439	2002	45,000	Manac	trailer												89,700			
442	1990	15,000	Morbark	290, chipper			48,330												
488	2012	800	Homemade	Enclosed Trailer	6,000														
500	2015	310,530	International	TR-10N-75 Auto Baler															502,530
501	1991	41,000	MACHINEX	baler conveyor	165,000														
502	1998	10,000	Stecc	Trash Trailer/sold no longer needed Removed															
503	2004	70,000	Stecc	trash compactor					110,020										
504	1995	15,000	ACCURATE	air															

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4017):



<b>Date:</b>	DECEMBER 18, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	2
<b>Department:</b>	Kittery Public Works	<b>Est. Funding Request:</b>	\$ 10,000
<b>Project Title:</b>	MS4 Compliance	<b>Est. Useful Life (Years):</b>	10-20
<b>Contact:</b>	David Rich	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input checked="" type="checkbox"/>
Replace Worn-out Equipment	<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:

Through MS4 stormwater permitting requirements, the town is expected to evaluate stormwater infrastructure and track and remediate illicit discharges to the MS4. Evaluation of our infrastructure requires camera inspections of drainage lines, and sampling of outflows. Modifications to the infrastructure or new drainage infrastructure are developed if the stormwater collection and flows are found to be inadequate. FY20 projects include the sampling and camera inspection of storm drains and pipes, and replacing basin insert cartridges.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 170,000	Town Funding Needed:	\$10,000
Amount and Type of Outside Funding Sources:	\$	Comments:	319, Healthy Community, PREP, Coastal Resiliency grants.
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	

FY21	FY22	FY23	FY24	FY25	Total
\$ 10,000	\$40,000	\$ 40,000	\$40,000	\$ 40,000	\$170,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4043):



<b>Date:</b>	DECEMBER 18, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	2
<b>Department:</b>	Kittery Public Works	<b>Est. Funding Request:</b>	\$ 40,000
<b>Project Title:</b>	Parks Reserve	<b>Est. Useful Life (Years):</b>	10-20
<b>Contact:</b>	David Rich	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>
Present Equipment Obsolete	<input type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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:

Allocated funds are used for replacement/rehabilitation of field irrigation systems, fences, park buildings etc. as well as Fort Foster infrastructure including the pier, playground, tower bathroom roof, invasive plan, and supplemental reserve funding for future projects. Day pass rates were increased to offset the added capital costs. FY20 projects include \$30,000 for continuation of the Fort Foster Pier re-decking and \$10,000 for toilet replacements.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 280,000	Town Funding Needed:	\$ 40,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$ 40,000	\$ 60,000	\$ 60,000	\$ 60,000	\$60,000	\$280,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (SCH):



<b>Date:</b>	November 13, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery School District	<b>Est. Funding Request:</b>	<b>\$ 50,000</b>
<b>Project Title:</b>	<b>School Facility Reserve</b>	<b>Est. Useful Life (Years):</b>	10-30 years
<b>Contact:</b>	Eric Waddell, Superintendent of Schools	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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:

This is a request for the annual allocation for facility needs which may include unanticipated repairs and/or replacement of outdated infrastructure. All purchases through the CIP Facilities Reserve Fund are recommended to the Facilities, Finance, & Safety Committee by the Facilities Director and the Superintendent of Schools and require approval of the Kittery School Committee. Purchases from FY19 and FY20 have included a glass wall system for the Traip Academy library to facilitate small group work without disturbing other library patrons. New cafeteria fixtures at Shapleigh School and Traip Academy were funded through this CIP reserve fund. Other reserve fund projects include: Traip Academy roof repair, cafeteria sound abatement at MPS, and upgrades to the science laboratories at Traip Academy. FY21 CIP Facilities Reserve Fund projects will be presented to the Facilities, Finance, & Safety Committee by the superintendent and facilities director and recommended for approval to the full School Committee. Projects will be prioritized using the District's newly developed Maintenance, Facilities, and Equipment Inventory.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 250,000	Town Funding Needed:	\$50,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$ 50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (SCH):



<b>Date:</b>	November 13, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery School District	<b>Est. Funding Request:</b>	\$ 10,000
<b>Project Title:</b>	School Vehicle Reserve	<b>Est. Useful Life (Years):</b>	5 years
<b>Contact:</b>	Eric Waddell, School Superintendent	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

**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 type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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):

This is a request for the annual allocation from CIP funding to replace the school maintenance vehicle and the 7-passenger school van at the end of their useful life. The maintenance vehicle is a 2014 Ford F-250 purchased in November, 2013. Current mileage is 24,424. The anticipated trade date will be eight to ten years from date of purchase (2023).

The 7-passenger van is a 2015 Toyota Sienna All-Wheel Drive. It was purchased in August, 2015. Current mileage is 60,500, and the anticipated trade year will be 2022 or approximately 120,000 miles.



**Project Financing:**

Total Project Cost:	\$ 50,000	Town Funding Needed:	\$10,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (SCH):



<b>Date:</b>	November 13, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery School District	<b>Est. Funding Request:</b>	\$ 40,000
<b>Project Title:</b>	School Equipment Reserve	<b>Est. Useful Life (Years):</b>	5-10 Years
<b>Contact:</b>	Eric Waddell, Superintendent of Schools	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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):

This is a request for the annual allocation from CIP funding to maintain an account that is available for replacing equipment, as needed. The account is used to replace or upgrade equipment needs on an as-needed basis as recommended by the District's Facilities, Finance, & Safety Committee. Recent purchases through the CIP Equipment Reserve Fund included kitchen equipment, replacement curtains for the Traip Academy stage, grounds keeping equipment (the District stopped contracting out the work of property maintenance in the spring of 2019), large maintenance equipment like backpack vacuums and floor scrubbers, bleacher repairs, and a sophisticated badge maker to integrate proximity cards and photo ID credentials within the District for heightened security and safety. The FY21 equipment purchases through the CIP Equipment Reserve Fund will be thoughtfully recommended to the School Committee using a newly developed facilities and equipment inventory managed by the Facilities Director and Superintendent of Schools.



## Project Financing:

Total Project Cost:	\$ 200,000	Town Funding Needed:	\$40,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (SCH):



<b>Date:</b>	November 13, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery School District	<b>Est. Funding Request:</b>	\$ 40,000
<b>Project Title:</b>	School Technology Reserve	<b>Est. Useful Life (Years):</b>	5 years
<b>Contact:</b>	Eric Waddell, School Superintendent	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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):

This is a request for the annual allocation from CIP funding to maintain an account which is available for unanticipated and/or essential technology needs which may include unanticipated repairs and/or replacement of outdated infrastructure or equipment. Technology projects funded through the CIP Technology Reserve Fund are presented by the Director of Technology and the Superintendent of Schools to the Facilities, Finance, & Safety Committee who then makes recommendations for funding to the full School Committee which must approve CIP Reserve Fund projects. FY19 and FY20 projects focused on equipment purchases (ipads, interactive white boards) and infrastructure improvements/upgrades (switches, network hardware, etc).



## Project Financing:

Total Project Cost:	\$200,000	Town Funding Needed:	\$40,000
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$ 40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4056):



<b>Date:</b>	08 NOVEMBER 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	FIRE DEPARTMENT	<b>Est. Funding Request:</b>	\$57,667
<b>Project Title:</b>	Fire Equipment Reserve	<b>Est. Useful Life (Years):</b>	10
<b>Contact:</b>	Chief David O'Brien	<b>If Yes, when? (FY):</b>	ANNUALLY
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<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 Fire Equipment Reserve account is in place to fund the routine replacement of firefighter protective clothing, firefighter self-contained breathing apparatus (SCBA) and other, large dollar equipment as needed. The estimated cost to replace the SCBAs in FY23 is approaching \$235,000. In previous years, protective clothing has been replaced on an as needed basis with an NFPA requirement of ten-year replacement. However, at the start of FY20 we have been purchasing protective clothing so that all active firefighters are outfitted with two sets of gear. This will continue into next year in order to fulfill the requirements of the presumptive cancer recommendations.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 288,335	Town Funding Needed:	\$ 57,667
Amount and Type of Outside Funding Sources:	\$ 0	Comments:	
Salvage Value of Existing Equipment?	\$ 0	Comments:	

## Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$ 3,500	Comments:	ANNUAL TEST AND CERTIFICATION AND REPAIRS
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$	Comments:	

## Project Planning:

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

FY21	FY22	FY23	FY24	FY25	Total
\$ 57,667	\$57,667	\$ 57,667	\$ 57,667	\$ 57,667	\$ 288,335

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4020):



**Date:** NOVEMBER 7, 2019  
**Department:** Administration  
**Project Title:** Technology Reserve  
**Contact:** Kendra Amaral, Town Manager  
**Previously Presented?** ☒ YES ☐ NO

**Dept. Priority (1 of 3, etc.):** 1  
**Est. Funding Request:** \$ 45,000  
**Est. Useful Life (Years):** 5-7  
**If Yes, when? (FY):** Annually

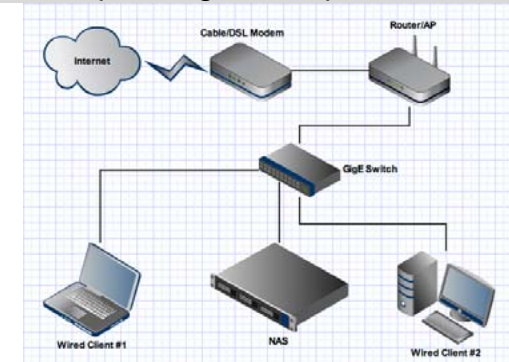
## Project Type: Check All That Apply -

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"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

This fund is for replacement of aging, failing, or obsolete hardware such as servers, desktops, firewalls, switches and routers, and cabling, replacement of software systems and licenses, and expansion of technology tools used in delivery of service. The Technology Reserve also supports upgrades that improve efficiency and/or functionality and one-time setup/initiation costs for new productivity software. In FY20, the fund is helping transition from unsupported Windows 7 machines, and a network rebuild for public safety. FY21 is expected to get the Town back on track to convert to VOIP. Funding for this reserve needs to increase over time to support the transition to a more robust and secure technology infrastructure.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$325,000	Town Funding Needed:	\$45,000
Amount and Type of Outside Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

## Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$	Comments:	Replacements are typically more energy efficient
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$	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 \_\_\_\_\_

FY21	FY22	FY23	FY24	FY25	Total
\$ 45,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$325,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4019):



Date: November 7, 2019

Department: Kittery Community Center

Project Title: KCC Equipment Reserve

Contact: Jeremy Paul

Previously Presented? ☒ YES ☐ NO

Dept. Priority (1 of 3, etc.): 2

Est. Funding Request: \$25,000

Est. Useful Life (Years): 5-20

If Yes, when? (FY): Annually

## 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 checked="" type="checkbox"/>
Replace Worn-out Equipment	<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 checked="" type="checkbox"/>		

## Project Description:

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

The following projects are being considered for the next five years: Fitness room replacement machines and equipment; STAR Theatre upgrade/expansion of sound capacity and upgrades to the theatrical light system; kitchen equipment replacement including 60" stainless steel range, 2 convection ovens, walk-in cooler and walk-in freezer; gymnasium sound system to expand its capabilities for events; and an all building intercom system to coincide with emergency management plans.

## Photo (click image to insert):



## Project Financing:

Total Project Cost: \$150,000 Town Funding Needed: \$ 25,000

Amount and Type of Outside Funding Sources: 0

Salvage Value of Existing Equipment?

Comments:

Comments: To be determined

## Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance

\$

Comments:

would be added to routine maintenance schedule

Estimated Net Effect on Operating Cost, Revenues, Staffing?

\$

Comments:

Updated equipment will attract more rentals and revenue

## 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

FY21	FY22	FY23	FY24	FY25	Total
\$25,000	\$30,000	\$30,000	\$30,000	\$35,000	\$150,000



**Kittery Community Center**  
120 Rogers Road, Kittery, ME 03904  
(p) 207-439-3800 • (f) 207-439-1780  
[www.kitterycommunitycenter.org](http://www.kitterycommunitycenter.org)

Director  
Assistant Director  
Recreation Supervisor  
Early Childhood Supervisor

Jeremy Paul  
Todd Henley  
Valerie Lachapelle  
Jess Labbe

TO: Kendra Amaral, Town Manager  
FROM: Jeremy Paul, Director Kittery Community Center  
DATE: November 7, 2019  
RE: FY2021-FY2025 Capital Improvement Plan

Please find the FY2021-FY2025 Capital Improvement Plan update and requests from the Kittery Community Center.

### **FY20 Project Updates**

#### **KCC Vehicle Reserve (CIP FUND 4011)**

As with the previous year's request, we will not be requesting any funds for the Vehicle Reserve account.

#### **KCC EQUIPMENT RESERVE (CIP FUND 4019)**

This past year we were able to reupholster a number of fitness machines that needed new padding. In addition, we purchased a new recumbent bicycle to replace a failing machine. We are also researching possible ways to sell equipment that we are phasing out. Unfortunately, due to the age of most of the equipment, there isn't a big market right now.

In addition to the fitness equipment, we were able to purchase two swings and a face to face glider swing for the playground. Our maintenance staff was able to repair the super tube slide to satisfactory condition allowing us to defer replacement of the slide for a while.

#### **KCC FACILITY RESERVE (CIP FUND 4051)**

As mentioned above, the STAR Theatre floor was an unexpected project that has taken priority and will have a major impact on the FY21-FY25 facility reserve request.

As the year has progressed, a major project presented itself in the need to replace the STAR Theater flooring. We noticed small issues in early April 2019 when removing floor tape. The tape would also strip off some of the stain that had been applied earlier in the year. The theater schedule did not allow us to notice the severity of the issue until mid-August. At that point we also found damage to the floor that included chipping of the wood, some breaking and buckling of boards and overall unsatisfactory floor conditions. It is an old floor and have been advised that it cannot be sanded further without resulting in more damage than good.

This floor replacement has become our top priority. We have a scheduling window from January 20 to February 10, 2020 that would allow for a potential project to be completed. The cost of the repair is estimated to be over \$30,000 and would basically use the entire current KCC Facility Reserve Fund balance.

## **FY21-FY25 Project 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 we have received pricing information from in the past and are still waiting for some updated prices from some of them.

**Fitness Equipment:** A number of fitness machines in the fitness suite were donated by York Hospital and are over 20 years and nearing the end of their usefulness. Replacement cost for the equipment in our fitness suite is roughly \$85,000.

As mentioned in the update portion, this past year, we were able to reupholster a number of machines that needed padding improvements. In addition, we purchased a new recumbent bicycle to replace a worn-out machine, as well as two treadmill belts.

**Kitchen Equipment:** We are continually trying to increase our program offerings in our kitchen. With that increased use, we are working to anticipate any possible replacement costs of essential equipment. That would include a stove, convection ovens, and the walk-in refrigerator/freezer unit. The cost to replace those pieces of equipment is roughly \$20,000.

**STAR Theater Equipment:** The STAR is the crown jewel of the KCC and continues to host a wide variety of events and productions. With over seven years of use, we are aware of the need to upgrade and expand the sound capacity and lighting system. The cost for those items would be approximately \$72,000, but can be phased in over time. The priority, LED fixtures, would be \$24,000. We are working to develop a better theatre management/preventive maintenance program.

**Playground Equipment:** We were able to purchase some replacement equipment for the playground. In addition, maintenance staff were able repair the super tube slide. Most of the equipment currently on the playground was installed when that playground was constructed around 2000. This playground serves the public as well as our daycare programs. As our Board of Directors looks into an overall campus master plan, the location of the playground may change, but that may be years down the road. With our state licensed daycare programs using the playground, we need to make sure the playground is safe and meets current standards.

**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 theater could be held in the gymnasium without skipping a beat. We have had to make due with bringing in a portable speaker with microphone for some events. The cost to have a new sound system put in is approximately \$48,000.

**Building Wide Intercom:** The KCC currently does not have a building-wide intercom system to make announcements, alert the public to any safety issues, etc. Any room that has a phone has the ability to be heard thru the system, but any rooms, hallways, common areas, etc., that do not have a phone will not be able to hear any announcements being made. In today's day and age, 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 \$14,000.

Based on the unexpected project involving the STAR floor, we have reevaluated and reprioritized the other projects in this section.

**Replacement of Exterior Doors:** The KCC has 22 exterior doors throughout the building. For safety and security reasons, there is a need to replace exterior doors #6 and #7. In addition, the three exterior doors to the theatre will need to be replaced. The costs range from \$9,000 to \$11,000.

**Increased Parking at KCC:** With the number of events at the KCC continuing to grow, there is a dire need to expand/increase parking on site. Larger voting turnouts often result in damage to the field, and there are some conferences we are unable to have back due to the concerns over parking. The KCC BOD is working on a campus master plan that will include expanded parking. As the plan

and suggested locations for the additional parking are still in the works, we don't see an immediate parking project coming forward and can afford to wait for more information.

### **East Wing Projects**

There are two projects in the East Wing that we are including with our requests, and, like the parking project, realize there will be some time before these projects will be planned and completed.

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 the East Wing. More specific details are being worked on and allows us to keep our focus on the STAR floor as our priority at this time.

*East Wing Heating System:* In reviewing the heating system of the East Wing, we found the current one pump system is in poor condition. The cost to install two new heating system pumps is \$19,000. Two pump systems are now the standard in these types of buildings. This will maintain redundancy so that we will always have circulation and will help save energy.

*Insulation of the East Wing:* 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 meet that goal. We need to undertake some further investigation to determine the feasibility and cost of the project.

**Insulation in the attic at KCC:** 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 HVAC systems.



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4051):



<b>Date:</b>	NOVEMBER 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Kittery Community Center	<b>Est. Funding Request:</b>	\$ 20,000
<b>Project Title:</b>	KCC Facility Reserve	<b>Est. Useful Life (Years):</b>	10-20
<b>Contact:</b>	Jeremy Paul	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" 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 checked="" type="checkbox"/>
Present Equipment Obsolete	<input checked="" type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

This account is for larger projects/maintenance of the KCC and the East Wing. Project needs include: replacement of some exterior doors; blown-in insulation in the annex; and insulation in the attic at KCC. In addition, an evaluation of the heating system in the East Wing has led us to look into installing a heat pump system to replace the current pump system that is in poor condition and not efficiently meeting the needs of the space.

The priority for FY20 is the replacement of the floor in the STAR Theater. Other potential projects have taken a backseat and reprioritized to accommodate the floor being replaced.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$125,000	Town Funding Needed:	\$ 20,000
Amount and Type of Outside Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	0	Comments:	

## Future Costs & Operating Expenses:

Estimated Annual Cost of Operation & Maintenance	\$ 3000	Comments:	part of PM program in east wing for heating system
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$ TBD	Comments:	insulation will increase heating efficiency, Proper doors increase security

## 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	

FY21	FY22	FY23	FY24	FY25	Total
\$20,000	\$30,000	\$25,000	\$25,000	\$25,000	\$125,000



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4018):



<b>Date:</b>	DECEMBER 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Harbormaster	<b>Est. Funding Request:</b>	\$ 0
<b>Project Title:</b>	Kittery Port Authority Boat Reserve	<b>Est. Useful Life (Years):</b>	7-10
<b>Contact:</b>	John Brosnihan	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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 type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input checked="" type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

This fund covers replacement of the Harbormaster boats which are needed approximately every 7-10 years to reduce the cost of excessive maintenance and ensure maximum productivity and safety. The main Harbormaster Boat was purchased used in FY17 and is a 21' Surfside center console. The other boat is a 16' Carolina skiff used for shallow water patrols and assistance. In 2018, the Carolina Skiff had restoration work on the hull and service work on the engine. This work will continue in order to lengthen the useful life of the boat. A vehicle is also being assigned to the Harbormaster for towing, transport of equipment and tools, and response to emergencies during prime boating season. The vehicle is being transferred from another department, having reached its end of useful life for that department's needs.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$70,000	Town Funding Needed:	\$ 0
Amount and Type of Outside Funding Sources:	\$	Comments:	As needed
Salvage Value of Existing Equipment?	\$ 10,000	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	yes

FY21	FY22	FY23	FY24	FY25	Total
\$0	\$10,000	\$20,000	\$20,000	\$20,000	\$70,000

Town of Kittery																		
Harbormaster																		
BOATS AND VEHICLES			2019 Escalation Factor: 3.0%															
Harbormaster																		
Property	Year Purchased	Model Year	Cost	Replacement Year	Make	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
21' Boat	2017	2013	\$35,000	2025	Surfside Hull	21 foot					41,792							
Outboard	2017	2013	\$11,000	2025	Evinrude E-Tech 115	115 HP Outboard					13,135							
Electronics Pkg	2020	UNK	\$5,000	2025							5,970							
16' Boat	UNK	UNK	\$8,000	2021	Carolina Skiff	16 foot	8,487											
Outboard	2015	2015	\$2,800	2021	Yamaha	25 HP Outboard	2,971											
21' Trailer	2017	2013	\$4,000	2023	Came with Surfside				4,502			4,919						
HM Truck	2019	2014	\$20,000	2025	Dodge Quad Cab	Used			22,510									
Account Balance							\$22,098	\$13,140	\$23,140	\$18,628	\$38,628	\$2,731	\$5,312	\$12,812	\$20,312	\$27,812	\$35,312	\$42,812
Cost							11,458	-	27,012	-	60,897	4,919	-	-	-	-	-	-
Trade-In							\$2,500	\$0	\$2,500	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Funding							\$0	\$10,000	\$20,000	\$20,000	\$20,000	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Remaining Account Balance							\$13,140	\$23,140	\$18,628	\$38,628	\$2,731	\$5,312	\$12,812	\$20,312	\$27,812	\$35,312	\$42,812	\$50,312

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4055):



<b>Date:</b>	DECEMBER 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Harbormaster	<b>Est. Funding Request:</b>	\$25,000
<b>Project Title:</b>	Kittery Port Authority Equipment Reserve	<b>Est. Useful Life (Years):</b>	Varies
<b>Contact:</b>	John Brosnihan	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<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 fund supports replacement and/or rehab of equipment that has reached the end of its service life. The KPA/Harbormaster maintain 25 floats and 5 ramps, all of varying ages and level of wear. The capital management plan has evolved to focus on annual re-decking of floats to extend their useful life.

In FY20 the Frisbee Float is the priority. The float was originally scheduled for replacement at a cost of \$60,000 however further investigation has indicated that re-decking may extend the useful life for a number of years. The cost to re-deck the float is significantly less, coming in at approximately \$20,000.

The KPA is recommending adding kayak racks in FY21 to enhance service for recreational boating at the Traip launch.



## Project Financing:

Total Project Cost:	\$ 180,000	Town Funding Needed:	\$ 25,000
Amount and Type of Outside Funding Sources:	\$ 0	Comments:	
Salvage Value of Existing Equipment?	\$ 0	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	Yes

FY21	FY22	FY23	FY24	FY25	Total
\$25,000	\$30,000	\$35,000	\$45,000	\$45,000	\$180,000

Town of Kittery Harbor Master EQUIPMENT	Escalation Factor:	3.0%
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Property	Year Purchased	Cost	Replacement Year	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
PEPPERRELL COVE																
Float Replacement	Various	\$40,000	Annual	Various						49,195	50,671	52,191	53,757	55,369	57,030	58,741
Float Redeck	Various	\$20,000	Annual	Various	21,218	21,855	22,510	23,185								
Transient Utilities	2014	\$78,000	As Needed	H20+Electricity												
Mooring Replacement	Various	\$5,000	Annual	Various	5,305		5,628		5,970		6,334					
TRAIP																
Float Replacement	UNK	\$10,000	Annual	Various									13,439	13,842		
Float Redeck	UNK	\$10,000	Annual	Various			11,255	11,593								
Kayak Rack System	NEW	\$6,000	NA	NEW	6,000											
GOV ST																
Wharf	2019	\$500,000	2049													
MISC																
Hoist Replacement (2)	Various	\$4,000	As Needed			4,371		4,637				5,219				

	Account Balance	\$45,082	\$37,560	\$41,334	\$36,941	\$42,526	\$81,556	\$82,361	\$75,356	\$67,946	\$50,750	\$31,539	\$24,508
	Cost	\$32,523	\$26,225	\$39,393	\$39,415	\$5,970	\$49,195	\$57,005	\$57,410	\$67,196	\$69,212	\$57,030	\$58,741
	Trade-In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Cost	\$32,523	\$26,225	\$39,393	\$39,415	\$5,970	\$49,195	\$57,005	\$57,410	\$67,196	\$69,212	\$57,030	\$58,741
	CIP Funding	\$25,000	\$30,000	\$35,000	\$45,000	\$45,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$45,000
	Remaining Account Balance	\$37,560	\$41,334	\$36,941	\$42,526	\$81,556	\$82,361	\$75,356	\$67,946	\$50,750	\$31,539	\$24,508	\$10,767

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4016):



<b>Date:</b>	December 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	HARBORMASTER	<b>Est. Funding Request:</b>	\$0
<b>Project Title:</b>	Kittery Port Authority Facility Reserve	<b>Est. Useful Life (Years):</b>	Various
<b>Contact:</b>	John Brosnihan	<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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 checked="" type="checkbox"/>
Replace Worn-out Equipment	<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 checked="" type="checkbox"/>		

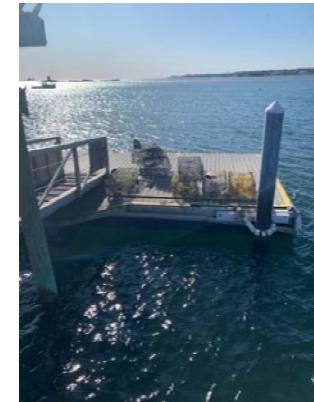
## Project Description:

Photo (click image to insert):

This fund covers replacement and additions to the Kittery working and recreational waterfront facilities, including: wharf repair, pier replacement/repair, and buildings and utilities replacement and repair. Rider piles have been added to the capital plan to address pile replacement needs for the facilities.

FY20 will focus on rehabilitating/repurposing a storage shed at Traip to serve as a work space for the HM Staff that monitor and operate the Traip ramp.

The Frisbee ramp is planned for replacement in FY22. The ramp has received repeated repairs and welds to extend the useful life as long as possible. It is not ADA compliant and needs to be upgraded.



## Project Financing:

Total Project Cost:	\$45,000	Town Funding Needed:	\$0
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$0	\$10,000	\$15,000	\$10,000	\$10,000	\$45,000

Town of Kittery Harbor Master FACILITIES																
2019 Escalation Factor: 3.0%																
Property	Year Purchased	Cost	Replacement Year	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
PEPPERRELL COVE																
Pepperrell Pier	1996	\$58,500	2036	East Pier												
Transient Ramp	2014	\$35,000	2034													
Frisbee Pier	2012	\$450,000	2052	West Pier												
Frisbee Ramp1	UNK	\$18,000	2022			19,669										
Frisbee Ramp2	2012	\$18,000	2032													26,434
Frisbee Ramp 3	UNK	\$13,000	2029										17,471			
HM Office	1997	\$47,000	2040													
Wharf Utilities	2014	\$83,400	2040													
Rider Piling Replacem	Various		Various				7,500			7,500			7,500			
TRAIP																
HM Shed	2020	\$6,500	NEW													
GOV ST																
Govt.St. Pier	2019	\$500,000	2059													
RICE AVE																
Storage Bldg	Unk	\$25,000	2025						29,851							
				Account Balance	\$15,231	\$15,231	\$5,562	\$13,062	\$23,062	\$3,211	\$5,711	\$15,711	\$25,711	\$10,740	\$20,740	\$40,740
		Cost			\$0	\$19,669	\$7,500	\$0	\$29,851	\$7,500	\$0	\$0	\$24,971	\$0	\$0	\$26,434
		Trade-In			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		CIP Funding			\$0	\$10,000	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$20,000
				Remaining Account Balance	\$15,231	\$5,562	\$13,062	\$23,062	\$3,211	\$5,711	\$15,711	\$25,711	\$10,740	\$20,740	\$40,740	\$34,306

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4022):



**Date:** NOVEMBER 7, 2019  
**Department:** Kittery Police Department  
**Project Title:** Police Vehicle Reserve  
**Contact:** Chief Robert Richter  
**Previously Presented?** ☒ YES ☐ NO

**Dept. Priority (1 of 3, etc.):** 1  
**Est. Funding Request:** \$147,000  
**Est. Useful Life (Years):** 3 - 5  
**If Yes, when? (FY):** Annually

## 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 type="checkbox"/>	New Operation	<input type="checkbox"/>	Regulatory Requirement	<input type="checkbox"/>
Replace Worn-out Equipment	<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:

This fund ensures the Police Dept is able to replace front-line cruisers and special assignment vehicles on a regular schedule. FY20 has two front line vehicles scheduled for replacement, and include up-fits, and in-car computer replacements. With these purchases our fleet will be maintained at 13.

Total cost of a full vehicle up-fit (prisoner cage, lights, siren, computer, lettering, etc.) is approximately \$48,000. The rotation of the vehicles is based upon mileage and vehicle age.

FY22 projection includes the purchase of a police motorcycle, to be used for traffic enforcement and other assignments.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 667,000	Town Funding Needed:	\$147,000
Amount and Type of Outside Funding Sources:	\$ 0	Comments:	
Salvage Value of Existing Equipment?	\$ 0	Comments:	Auction of 4 vehicles

## 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:	7/1/2018
What Planning Has Been Done for Project?	
Is Funding Necessary for Further Plans/Estimating?	Yes
Can the Project be Phased? If yes, expenditure by year	

FY21	FY22	FY23	FY24	FY25	Total
\$147,000	\$140,000	\$110,000	\$157,000	\$113,000	\$ 667,000

**KPD Vehicle Fleet Mapping / Replacement - Purchase**

FY2021			FY2022			FY2023			FY2024			FY2025		
Vehicle#	Assigned to:	Type:	Vehicle#	Assigned to:	Type:	Vehicle #	Assigned to:	Type:	Vehicle #	Assigned to:	Type:	Vehicle#	Assigned to:	Type:
31*	Supervisor	SUV	31	Supervisor	SUV	31	Supervisor	SUV	37*	Supervisor	SUV	36	Supervisor	SUV
23	line	SUV	32*	line	SUV	32	line	SUV	32	line	SUV	39*	line	SUV
29*	line	SUV	29	line	SUV	29	line	SUV	36*	line	SUV	37	line	SUV
28*	line	SUV	28	line	SUV	34*	line	SUV	38*	line	SUV	38	line	SUV
26	line	SUV	33*	line	SUV	33	line	SUV	33	line	SUV	41*	line	SUV
27	line	SUV	27	line	SUV	35*	line	SUV	35	line	SUV	35	line	SUV
17	Detective	SUV	26	Detective	SUV	26	Detective	SUV	26	Detective	SUV	26	Detective	SUV
5	Detective	SUV	23	Detective	SUV	23	Detective	SUV	27	Detective	SUV	273	Detective	SUV
19	SRO	SUV	19	SRO	SUV	19	SRO	SUV	29	SRO	SUV	32	SRO	SUV
24	LT	Sedan	24	LT	SUV	24	LT	SUV	24	LT	SUV	33	LT	SUV
2	ACO	PU	2	ACO	PU	2	ACO	PU	2	ACO	PU	2	ACO	PU
25	Chief	SUV	25	Chief	SUV	25	Chief	SUV	25	Chief	SUV	25	Chief	SUV
			NEW	Traffic	Motorcycle									
22	Line BU	SUV	22	Marked BU		27	Marked BU		31	Marked BU		6	Line Backup	SUV
21	Unmarked BU	SUV	21	unMarked BU		28	Marked BU		34	Marked BU		5	Detective	SUV
Purchase 3 SUVs / Cars 28*, 29*, 31*			Purchase 2 SUVs / Cars 32*,33*			Purchase 2 SUV's / Cars 34*,35*			Purchase 3 SUV's / Cars 36*,37*,38*			Purchase 2 SUVs / Cars 39*,41*		
Cost3 Cars, 3 upfits, 2 computers			Costs, 2 Cars, 1 Motorcycle, computers, up			Cost 2 Cars, 2 upfits, 2 computers, 2 radars			Cost 3 Cars, 3 upfits, 2 computers			Cost 2 cars, 2 Upfits, 2 computers		
<b>Approx:</b>	<b>\$147,000</b>		<b>Approx.</b>	<b>\$140,000</b>		<b>Approx.</b>	<b>\$110,000</b>		<b>Approx.</b>	<b>\$157,000</b>		<b>Approx:</b>	<b>\$113,000</b>	
Trade/Auc 3 vehicles 4,6,18)			Trade/Auc: 21,5			Trade/Auc: 22,21,			Trade/Auc: 19,22,23			Trade/Auc: 26,27		



# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (NEW):



<b>Date:</b>	NOVEMBER 7, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	2
<b>Department:</b>	POLICE DEPARTMENT	<b>Est. Funding Request:</b>	\$7,500
<b>Project Title:</b>	Police Equipment Reserve	<b>Est. Useful Life (Years):</b>	VARIES
<b>Contact:</b>	Chief Robert Richter	<b>If Yes, when? (FY):</b>	FY19
<b>Previously Presented?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<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:

Police utilize a variety of equipment in the course of conducting public safety work. Equipment that is maintained and replaced by the department include finger print machine, firearms and firearm storage equipment, cameras, radios, flashlights, and cruiser equipment. Historically, the Town has not planned for the capital costs of replacing this equipment; resulting in the use of outdated equipment with inconsistent performance.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$55,500	Town Funding Needed:	\$7,500
Amount and Type of Outside 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	

FY21	FY22	FY23	FY24	FY25	Total
\$7,500	\$12,000	\$12,000	\$ 12,000	\$ 12,000	\$55,500

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP CODE (4100):



<b>Date:</b>	08 NOVEMBER 2019	<b>Dept. Priority (1 of 3, etc.):</b>	2
<b>Department:</b>	FIRE DEPARTMENT	<b>Est. Funding Request:</b>	\$13,500
<b>Project Title:</b>	Fire Department Facility Reserve	<b>Est. Useful Life (Years):</b>	100
<b>Contact:</b>	Chief David O'Brien	<b>If Yes, when? (FY):</b>	ANNUAL
<b>Previously Presented?</b>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

The two fire stations were built in 2006-2007, and designed to last 100-years. The Gorges Road Station is facing repair work to the concrete ramp in front of the apparatus bays and both stations will be in need of apparatus floor repair work in the near future. The projected reserve ensures the department can correct deficiencies, repair the facilities and plan for future energy efficiency projects. The reserve will need to grow in later years as the buildings get older and items such as roof replacement, paving, and other large dollar projects become due.

I foresee a time in the near future where the Fire Department becomes a career entity with full-time personnel requiring living accommodations at the Gorges Road Station. I believe there is a way to fund this project without a bond or having to drain funds from the reserve account. The Town Manager stands ready to provide information on this.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$112,000	Town Funding Needed:	\$13,500
Amount and Type of Outside Funding Sources:	\$ 0	Comments:	
Salvage Value of Existing Equipment?	\$ 0	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:	Annual
What Planning Has Been Done for Project?	Planned maintenance schedule
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	YES

FY21	FY22	FY23	FY24	FY25	Total
\$13,500	\$ 23,500	\$25,000	\$25,000	\$25,000	\$112,000

# 2021 CAPITAL IMPROVEMENT PROGRAM - PROJECT REQUEST FORM

CIP FUND (4026):



<b>Date:</b>	DECEMBER 16, 2019	<b>Dept. Priority (1 of 3, etc.):</b>	1
<b>Department:</b>	Administration	<b>Est. Funding Request:</b>	\$ 10,000
<b>Project Title:</b>	Records Preservation	<b>Est. Useful Life (Years):</b>	200-300 years
<b>Contact:</b>		<b>If Yes, when? (FY):</b>	Annually
<b>Previously Presented?</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

## 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"/>
Replace Worn-out Equipment	<input type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

## Project Description:

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

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

The request for FY20 was zeroed out to shift funding to other priority projects. The plan is to resume preservation efforts in FY21.

## Photo (click image to insert):



## Project Financing:

Total Project Cost:	\$ 50,000	Town Funding Needed:	\$ 10,000
Amount and Type of Outside Funding Sources:	\$	Comments:	
Salvage Value of Existing Equipment?	\$	Comments:	

## Future Costs & Operating Expenses:

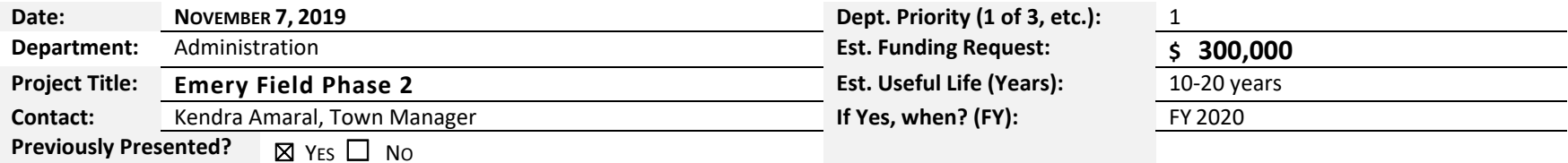
Estimated Annual Cost of Operation & Maintenance	\$	Comments:	
Estimated Net Effect on Operating Cost, Revenues, Staffing?	\$	Comments:	

## 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	Yes – In the past we have phased the project over 5 years at \$10,000 per year

FY21	FY22	FY23	FY24	FY25	Total
\$10,000	\$ 10,000	\$10,000	\$ 10,000	\$ 10,000	\$ 50,000

**CIP FUND (2094):**



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"/>
Replace Worn-out Equipment	<input checked="" type="checkbox"/>	Improved Efficiency/Procedures	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>
Health and Life Safety	<input type="checkbox"/>	New Revenue	<input type="checkbox"/>		

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

[illegible]

Total Project Cost:	\$ 706,872	Town Funding Needed:	\$ <b>300,000</b>
Amount and Type of Outside Funding Sources:	\$ 300,000	Comments:	Land and Water Conservation Fund
Salvage Value of Existing Equipment?	\$	Comments:	

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

Proposed Start Date of Project:	4/1/2021
What Planning Has Been Done for Project?	Athletic Fields Master Plan
Is Funding Necessary for Further Plans/Estimating?	
Can the Project be Phased? If yes, expenditure by year	

55



# Emery Field

# Phase 2 Concept



**Emery Field Phase 2**  
**Preliminary Estimate**

**Estimated Project Costs**

Engineering (design, bid, resident)	\$	85,500	
Design Costs To Date (paid in prior year)	\$	(30,055)	
<i>Subtotal</i>	\$	55,445	
Demolition and Site Prep		50,000	
Walkways and Parking Lot		128,883	
Playground		230,000	VE Options available
Courts		124,823	
Landscaping		53,700	
Furniture		33,000	
Fencing		21,750	
<b>Subtotal</b>		<b>642,156</b>	
Contingency 10%		64,216	
<b>Total Construction Cost (Excludes design)</b>	<b>\$</b>	<b>706,372</b>	
LWCF Share (50% up to \$300K)		300,000	
Town Share (excluding design)		406,372	

**Funds Available for Town Share Match as of Nov 1, 2019**

Emery Field Phase 2 (2094)	54,945
Total Available for Match	54,945
<b>Variance</b>	<b>351,427</b>

**All Possible Addlt Sources**

CIP 2020 Allocation <sup>2</sup>	\$	300,000
Unencumbered for Match 2020 <sup>3</sup>	Up to \$100,000	

Notes:

1. Design costs are not part of the LWCF grant. The town has allocated funds for the design costs.
2. CIP 2020 Allocation based on FY20 - FY24 CIP. May be adjusted through the development of the FY21 - FY25 plan.
3. Unencumbered for Match available per Town Article approved June 2019, and proposed for Town Article in June 2020.

## **PROJECTS ON THE HORIZON**

**PROJECTS IMPACTING FINANCIAL POSITION**  
**CAPITAL IMPROVEMENT PLAN**  
**FY21 - FY25**

FY19 Unassigned Fund Balance (Undesignated Reserve)	\$6,313,900
Policy Requirement (2.5 months of Town and School operating budgets)	<u>\$6,882,837</u>
Surplus/(Deficit)	<b>(\$568,937)</b>

Planned	Funded Year	COST	Unassigned Fund	Capital	Annual Debt	Grants
Emery Field - Phase 2	2021	\$706,872	\$ 100,000	\$ 300,000	\$ -	\$ 300,000
Senior Tax Circuit Breaker	Ongoing	\$50,000 annually	\$ 50,000	\$ -	\$ -	\$ -
Compensated Absences	Ongoing	Varies annually	\$ 125,000	\$ -	\$ -	\$ -
<b>In Evaluation Phase</b>						
Ambulance Relocation <sup>1</sup>	2021	\$400,000	\$ 400,000	\$ -	\$ -	\$ -
Memorial Field <sup>2</sup> - Phase 1	TBD	\$1,000,000		To Be Determined		
Stevenson Sidewalk <sup>3</sup>	TBD	\$1,000,000		To Be Determined		
Removal of Cole Street Bldg	TBD	\$80,000	\$ 80,000	\$ -	\$ -	\$ -
<b>TOTAL</b>			<b>\$ 755,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>

**Notes:**

1. Proceeds from the sale of Walker Street Station could replenish reserves allocated to the project. Requires a warrant article.
2. Memorial Field Phase 1 includes field renovation, lighting, and parking lot expansion.
3. Estimate based on length and anticipated complexity.



## **APPENDIX A - DEBT SCHEDULE**

Town of Kittery  
Debt Schedule  
UPDATED:  
2/2/2020

Year Issued Project Total Bonded	Municipal Debt - Tax Funds												Tax Funds Municipal Total
	2006/2016 Refund Fire Stations		2010 PWD 675,000		2012 Frisbee - Com Ctr 5,500,000		2016 CIP- Roads/KCC Annex 2,258,000		2014A KLT Rustlewood 150,000		2016 KLT Braveboat 275,000		
	Princ	Interest	Princ	Interest	Princ	Interest	Princ	Interest					
2004													0
2005													0
2006													0
2007		83,742											83,742
2008	155,000	114,469											269,469
2009	155,000	107,881											262,881
2010	155,000	101,294											256,294
2011	155,000	94,706		11,675	0	0							261,381
2012	155,000	88,119		19,825	0	0							262,944
2013	155,000	81,338	35,000	19,475	275,000	126,775							692,588
2014	155,000	74,363	35,000	18,775	275,000	121,275							679,413
2015	155,000	67,388	35,000	18,075	275,000	115,775				4,034			670,272
2016	155,000	60,413	35,000	17,375	275,000	110,275		28,350	6,043	4,272			691,728
2017	125,000	42,213	35,000	16,675	275,000	104,775	233,000	42,830	6,076	4,239		6,318	891,126
2018	125,000	22,100	35,000	15,975	275,000	99,275	225,000	38,250	6,127	4,188	11,352	6,738	864,004
2019	115,000	19,700	35,000	15,231	275,000	93,775	225,000	33,750	6,199	4,116	11,463	6,627	840,861
2020	115,000	17,400	35,000	14,400	275,000	88,275	225,000	29,250	6,292	4,023	11,592	6,498	827,729
2021	115,000	15,100	35,000	13,503	275,000	82,775	225,000	24,750	6,407	3,907	11,741	6,349	814,532
2022	115,000	12,800	35,000	12,563	275,000	77,275	225,000	20,250	6,545	3,770	11,910	6,180	801,292
2023	115,000	10,500	35,000	11,556	275,000	71,775	225,000	15,750	6,701	3,614	12,101	5,989	787,986
2024	110,000	8,250	35,000	10,484	275,000	66,275	225,000	11,250	6,874	3,441	12,314	5,776	769,664
2025	110,000	6,050	35,000	9,369	275,000	60,088	225,000	6,750	7,063	3,252	12,550	5,540	755,661
2026	110,000	3,713	35,000	8,100	275,000	53,900	225,000	2,250	7,271	3,044	12,807	5,282	741,367
2027	110,000	1,238	35,000	6,700	275,000	47,025			7,502	2,813	13,088	5,001	503,367
2028			30,000	5,400	275,000	40,150			7,757	2,558	13,404	4,685	378,954
2029			30,000	4,200	275,000	32,588			8,032	2,283	13,763	4,327	370,192
2030			30,000	3,000	275,000	25,025			8,326	1,988	14,158	3,931	361,429
2031			30,000	1,800	275,000	16,913			8,642	1,672	14,585	3,504	352,117
2032			30,000	600	275,000	8,663			8,981	1,334	15,043	3,047	342,667
2033									9,338	977	15,531	2,558	28,404
2034									9,715	600	16,050	2,040	28,404
2035									10,111	203	16,597	1,493	28,404
2036											17,172	918	18,090
2037											17,779	311	18,090
2038													0
TOTAL	2,660,000	1,032,774	675,000	254,756	5,500,000	1,442,650	2,258,000	253,430	150,000	60,328	275,000	93,111	14,655,050

Town of Kittttery  
Debt Schedule  
UPDATED:  
2/2/2020

Year Issued Project Total Bonded	School Debt - Tax Funds						Tax Funds School Total
	2002/2013 Refund MITCHELL 4,220,000		2010 MITCHELL & SHAPLEIGH		2016 CIP Schools 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	135,672	80,000	8,800	769,972
2022	210,000	6,300	325,000	126,938	80,000	7,200	755,438
2023	210,000	2,100	325,000	117,594	80,000	5,600	740,294
2024			325,000	107,641	80,000	4,000	516,641
2025			325,000	97,281	80,000	2,400	504,681
2026			325,000	85,500	80,000	800	491,300
2027			325,000	72,500			397,500
2028			330,000	59,400			389,400
2029			330,000	46,200			376,200
2030			330,000	33,000			363,000
2031			330,000	19,800			349,800
2032			330,000	6,600			336,600
2033							0
2034							0
2035							0
2036							0
2037							0
2038							0
TOTAL	4,220,000	1,638,120	6,525,000	2,561,934	821,000	91,118	15,857,173

Town of Kitttery  
Debt Schedule  
UPDATED:  
2/2/2020

Year Issued Project Total Bonded	Sewer Debt - Other Funds						Other Funds Sewer Total	All Funds Grand Total
	1992, 2003		2010		2016			
	SEWER SRF Refunded		SEWER SRF		SEWER SRF			
	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	2,350,458
2022	70,474	1,859	165,623	24,573	395,086	106,655	764,270	2,321,000
2023	70,646	1,155	167,279	22,917	399,057	102,684	763,738	2,292,017
2024			168,952	21,244	403,067	98,674	691,937	1,978,242
2025			170,642	19,555	573,589	102,072	865,858	2,126,200
2026			172,348	17,848	579,354	96,308	865,858	2,098,525
2027			174,072	16,125	585,177	90,485	865,859	1,766,726
2028			175,812	14,384	591,058	84,604	865,858	1,634,212
2029			177,571	12,626	596,998	78,663	865,858	1,612,250
2030			179,346	10,850	602,999	72,663	865,859	1,590,288
2031					609,058	66,603	675,661	1,377,578
2032					615,179	60,482	675,661	1,354,928
2033					621,362	54,299	675,662	704,066
2034					627,608	48,053	675,661	704,065
2035					633,915	41,747	675,662	704,066
2036					640,286	35,376	675,662	693,751
2037							0	18,090
2038							0	0
TOTAL	1,381,208	92,254	3,268,766	566,145	10,393,077	1,804,721	17,506,171	48,018,394

## **APPENDIX B - TAX ASSET DETAIL**

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**Town of Kittery**  
**Capital Plan: Assets by Class and Department**  
 Fiscal Year End: 6/30/2019

Asset Class/Dept	Total Original Cost	Total Replacement Cost	Annual Depreciation	Accumulated Depreciation
<b>Building Improvements</b>				
Fire	\$388,408.00	\$0.00	\$15,319.00	\$138,499.00
General Government	\$183,606.00	\$0.00	\$4,857.00	\$23,379.00
Harbormaster	\$27,226.00	\$0.00	\$908.00	\$13,613.00
Health and Sanitation	\$34,183.00	\$0.00	\$1,709.00	\$18,801.00
Public Works	\$119,833.00	\$0.00	\$2,450.00	\$61,810.00
Recreation	\$156,965.00	\$0.00	\$5,590.00	\$63,274.00
School	\$806,945.00	\$0.00	\$38,249.00	\$211,418.00
Sewer	\$12,879,024.00	\$8,890,972.00	\$359,860.00	\$3,899,259.00
<b>Subtotals</b>	<b>\$14,596,190.00</b>	<b>\$8,890,972.00</b>	<b>\$428,942.00</b>	<b>\$4,430,053.00</b>
<b>Buildings</b>				
Fire	\$2,289,800.00	\$0.00	\$61,667.00	\$823,133.00
General Government	\$2,727,000.00	\$0.00	\$90,900.00	\$1,999,800.00
Harbormaster	\$482,000.00	\$0.00	\$0.00	\$0.00
Health and Sanitation	\$24,000.00	\$0.00	\$800.00	\$17,600.00
Police	\$84,458.00	\$0.00	\$0.00	\$84,458.00
Public Works	\$2,137,245.00	\$811,479.00	\$55,509.00	\$1,521,461.00
Recreation	\$8,831,102.00	\$2,899,969.00	\$131,644.00	\$3,889,418.00
School	\$24,832,441.00	\$6,522,528.00	\$367,272.00	\$17,908,116.00
Sewer	\$6,537,300.00	\$0.00	\$217,907.00	\$4,982,637.00
<b>Subtotals</b>	<b>\$47,945,346.00</b>	<b>\$10,233,976.00</b>	<b>\$925,699.00</b>	<b>\$31,226,623.00</b>
<b>Construction in Progress</b>				
School	\$5,313.00	\$0.00	\$0.00	\$0.00
<b>Subtotals</b>	<b>\$5,313.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Infrastructure</b>				
Harbormaster	\$825,777.00	\$442,276.00	\$30,392.00	\$189,428.00
Health and Sanitation	\$15,000.00	\$0.00	\$1,500.00	\$9,000.00
Public Works	\$11,269,775.00	\$31,376,083.00	\$261,909.00	\$9,225,751.00
Sewer	\$11,691,686.00	\$0.00	\$466,063.00	\$935,991.00
<b>Subtotals</b>	<b>\$23,802,238.00</b>	<b>\$31,818,359.00</b>	<b>\$759,864.00</b>	<b>\$10,360,170.00</b>

**Land**

Fire	\$353,200.00	\$0.00	\$0.00	\$0.00
Public Works	\$8,579,000.00	\$0.00	\$0.00	\$0.00
Recreation	\$1,989,284.00	\$0.00	\$0.00	\$0.00
School	\$29,422.00	\$0.00	\$0.00	\$0.00
Sewer	\$285,980.00	\$0.00	\$0.00	\$0.00
<b>Subtotals</b>	<b>\$11,236,886.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Land Improvements**

General Government	\$9,485.00	\$0.00	\$474.00	\$5,217.00
Harbormaster	\$134,103.00	\$0.00	\$6,705.00	\$73,757.00
Public Works	\$1,559,878.00	\$400,000.00	\$73,227.00	\$743,479.00
Recreation	\$132,114.00	\$74,725.00	\$2,870.00	\$106,289.00
School	\$368,054.00	\$84,683.00	\$12,915.00	\$321,266.00
<b>Subtotals</b>	<b>\$2,203,634.00</b>	<b>\$559,408.00</b>	<b>\$96,191.00</b>	<b>\$1,250,008.00</b>

**Machinery & Equipment**

Fire	\$467,865.00	\$225,226.00	\$35,041.00	\$334,663.00
General Government	\$377,129.00	\$178,023.00	\$24,381.00	\$308,135.00
Harbormaster	\$61,763.00	\$0.00	\$6,822.00	\$18,147.00
Health and Sanitation	\$22,700.00	\$22,700.00	\$0.00	\$22,700.00
Police	\$595,632.00	\$194,487.00	\$55,103.00	\$275,888.00
Public Works	\$2,101,525.00	\$1,064,215.00	\$141,650.00	\$790,742.00
Recreation	\$85,121.00	\$5,000.00	\$0.00	\$85,121.00
School	\$633,661.00	\$199,875.00	\$13,267.00	\$506,782.00
School Lunch	\$136,235.00	\$0.00	\$5,411.00	\$97,688.00
Sewer	\$302,205.00	\$120,675.00	\$23,980.00	\$238,546.00
<b>Subtotals</b>	<b>\$4,783,836.00</b>	<b>\$2,010,201.00</b>	<b>\$305,655.00</b>	<b>\$2,678,412.00</b>

**Vehicles**

Fire	\$1,967,967.00	\$1,529,713.00	\$76,034.00	\$1,601,241.00
Police	\$295,153.00	\$212,235.00	\$54,096.00	\$123,743.00
Public Works	\$1,740,309.00	\$739,756.00	\$218,966.00	\$883,952.00
Recreation	\$117,180.00	\$36,824.00	\$8,601.00	\$108,579.00
School	\$89,325.00	\$0.00	\$9,103.00	\$61,724.00
Sewer	\$224,452.00	\$74,029.00	\$13,167.00	\$133,625.00
<b>Subtotals</b>	<b>\$4,434,386.00</b>	<b>\$2,592,557.00</b>	<b>\$379,967.00</b>	<b>\$2,912,864.00</b>

<b>Totals for Report</b>	<b>\$109,007,829.00</b>	<b>\$56,105,473.00</b>	<b>\$2,896,318.00</b>	<b>\$52,858,130.00</b>
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