

Proposed 2/27/2020

**PROPOSED
CAPITAL IMPROVEMENTS
PROGRAM**

FY 2021-FY 2025

FREEPORT, MAINE

**Town of Freeport
Summary of Funding Sources
FY 2021 Capital Program**

	FY 2020	FY 2021			Funding Source				
	Council Approved	Manager Proposed	Council Approved	Council Appropriated	Reserve	Bond	Fund Balance	TIF	Other
Police	110,000	50,000	-	-	-				
Fire	-	858,000	-	-	-				
Rescue	285,000	13,000	-	-	-				
Public Works	150,000	80,000	-	-	-				
Solid Waste	17,000	155,000	-	-	-				
Comprehensive Town Imp.	236,000	640,000	-	-	-				
Municipal Facilities (1)	83,550	170,500	-	-	-				
Cable	58,600	24,000	-	-	-				
Other (2)	27,575	160,000	-	-	-				
Destination Freeport TIF	239,000	220,000	-	-	-			-	
Winslow Park	-	50,000	-	-	-				-
Total	1,206,725	2,420,500	-	-	-	-	-	-	-

Unaudited	Benchmarks	
12/31/2019 Reserve Balances	Low Benchmark	High Benchmark
328,347	329,800	456,000
1,204,343	736,500	2,144,500
716,120	362,200	428,000
1,035,064	743,000	858,400
156,846	115,000	360,000
1,977,740	1,908,000	2,500,000
571,395	611,000	1,149,500
502,925	Not Benchmarked	
467,303	Not Benchmarked	
416,528	Not Benchmarked	
547,047	Not Benchmarked	

Town Legal Debt Limit

2019 State Valuation	\$ 1,763,950,000
Limitation %	15%
Debt Limit	264,592,500

Town Debt Outstanding

	<u>6/30/2019</u>	<u>6/30/2018</u>	<u>6/30/2017</u>	<u>6/30/2016</u>	<u>6/30/2015</u>	<u>6/30/2014</u>
Town and School	1,425,000	1,930,000	2,490,000	3,200,000	3,915,000	4,630,000

Note 1: The Municipal Facilities CIP is taken from both the general administration and building maintenance reserves; these are summed above.

Note 2: The "Other" projects are Board and Committee requests, and will be taken from the appropriate reserves based upon the project.

POLICE DEPARTMENT

ARTICLE I

FY 2020 Adopted

Department	Manager	Council
<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>

FY 2020

1	New K-9 SUV and Changeover Equipment	45,000	45,000	45,000
3	New Patrol SUV and Changeover Equipment	50,000	50,000	50,000
4	Special Enforcement Boat & Motor	5,000	5,000	5,000
5	Replace Bullet-Proof Vests	10,000	10,000	10,000
Total FY 2020		110,000	110,000	110,000

FY 2021-2025 Proposed

<u>FY20</u>	<u>Manager</u>	<u>Council</u>	<u>Council</u>
<u>Projection</u>	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>

FY 2021

1	New Patrol SUV and Changeover Equipment	50,000	50,000		
Total FY 2021		50,000	50,000	-	-

FY 2022

1	New Patrol SUV and Changeover Equipment	50,000			
2	K9 Recruitment & Training	12,000			
Total FY 2022		62,000	-		-

FY 2023

1	New Patrol SUV and Changeover Equipment	50,000			
2	HarborMaster Boat	120,000			
Total FY 2023		170,000	-		-

FY 2024

1	New Patrol SUV and Changeover Equipment	50,000			
Total FY 2024		50,000	-		-

FY 2025

1	Audio Recording Equipment	24,000			
2	Bullet Proof Vests (5 Year Replacement Plan)	20,000			
3	Audio/Video Car Cameras	30,000			
4	New Patrol SUV and Changeover Equipment	50,000			
Total FY 2025		124,000	-		-

12/31/2019 Reserve Balances	328,347
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FIRE DEPARTMENT

ARTICLE II

FY 2020 Adopted

Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
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FY 2020

1	No Capital Purchases Requested At This Time	-	-	-
	Total FY 2020	-	-	-

FY 2021-2025 Proposed

<u>FY20</u> <u>Projection</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
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<u>FY 2021</u>				
1	Replace Chief's Vehicle	-	45,000	
2	Engine Refurbishment	-	13,000	
3	Engine/Tanker Apparatus Replacement - MOVED FROM FY23	-	800,000	
	Total FY 2021	-	858,000	-

FY 2022

1	SCBA Bottle Replacement	86,500	-	-
	Total FY 2022	86,500	-	-

FY 2023

1	No Capital Purchases Requested At This Time	-	-	-
	Total FY 2023	-	-	-

FY 2024

1	No Capital Purchases Requested At This Time	-	-	-
	Total FY 2024	-	-	-

FY 2025

1	Ladder 1 Replacement	1,200,000	-	-
	Total FY 2025	1,200,000	-	-

12/31/2019 Reserve Balances	1,204,343
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RESCUE UNIT ARTICLE III

FY 2020 Adopted		Department <u>Proposed</u>	Manager <u>Proposed</u>	Council <u>Adopted</u>
<u>FY 2020</u>				
1	Rescue Replacement (2012) - Rescue 5	250,000	250,000	250,000
2	Office/Dormitory Improvements	35,000	35,000	35,000
Total FY 2020		285,000	285,000	285,000

FY 2021-2025 Proposed

	<u>FY20 Projection</u>	<u>Manager Proposed</u>	<u>Council Approved</u>	<u>Council Appropriated</u>
<u>FY 2021</u>				
1	Diesel Emmission Equipment Replacement	-	13,000	-
Total FY 2021		-	13,000	-

<u>FY 2022</u>				
1	No Capital Purchases Requested At This Time	-	-	-
FY 2022		-	-	-

<u>FY 2023</u>				
1	No Capital Purchases Requested At This Time	-	-	-
FY 2023		-	-	-

<u>FY 2024</u>				
1	Rescue Replacement (2014) - Rescue 3	275,000	-	-
FY 2024		275,000	-	-

<u>FY 2025</u>				
1	Rescue Equipment - Cardiac Monitor Replacement	140,000	-	-
FY 2025		140,000	-	-

12/31/2019 Reserve Balances	716,120
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PUBLIC WORKS

ARTICLE IV

FY 2020 Adopted

	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2020</u>			
1 Wood Chipper	-	-	-
2 Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 9)	150,000	150,000	150,000
Total FY 2020	150,000	150,000	150,000

FY 2021-2025 Proposed

	<u>FY20</u> <u>Projection</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2021</u>				
1 Snowblower/Loader (Shared with TIF - 50%)	60,000	-	-	-
2 Excavator Rails & Pads Replacement	-	10,000		
3 Oil/Water Separator Replacement	-	60,000		
4 Rebuild of Two Boom Flail Mowers	-	10,000		
Total FY 2021	60,000	80,000	-	-
<u>FY 2022</u>				
1 Sweeper (Shared with TIF - 50%)		125,000		
Total FY 2022		125,000	-	-
<u>FY 2023</u>				
1 Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 6)		160,000		
Total FY 2023		160,000	-	-
<u>FY 2024</u>				
1 Truck Chassis Replacement (Single Axle), Plow & Wing (Truck 7)		163,000		
Total FY 2024		163,000	-	-
<u>FY 2025</u>				
1 Truck Chassis Replacement (Dual Axle), Plow & Wing (Truck 14)		215,000		
Total FY 2025		215,000	-	-
12/31/2019 Reserve Balances		1,035,064		

SOLID WASTE/RECYCLING

ARTICLE V

FY 2020 Adopted

	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2020</u>			
1 Bulky Waste Containers	17,000	17,000	17,000
Total FY 2020	17,000	17,000	17,000

FY 2021-2025 Proposed

	<u>FY20</u> <u>Projection</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2021</u>				
1 Loader	125,000	95,000		
2 Retaining Wall and Concrete Pad Repairs	-	60,000		
Total FY 2021	125,000	155,000	-	-
<u>FY 2022</u>				
1 Skid Steer		55,000		
2 Generator		30,000		
Total FY 2022		85,000	-	-
<u>FY 2023</u>				
1 One-Ton Pickup Truck		45,000		
Total FY 2023		45,000	-	-
<u>FY 2024</u>				
1 No Capital Purchases Requested At This Time		-	-	-
Total FY 2024		-	-	-
<u>FY 2025</u>				
1 Scales		75,000	-	-
Total FY 2025		75,000	-	-
12/31/2019 Reserve Balances		156,846		

COMPREHENSIVE TOWN IMPROVEMENTS

ARTICLE VI

FY 2020 Adopted

Department	Manager	Council
<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>

FY 2020

1	Public Works Rear Parking Area Paving	40,000	40,000	40,000
2	Concord Gully Brook Watershed Restoration	50,000	50,000	50,000
3	Percy, Pownal, Pratt Road Reconstruction	75,000	75,000	75,000
4	Culvert Replacement (2 culverts)	55,000	55,000	55,000
5	Greenspace Project	-	-	16,000
Total FY 2020		220,000	220,000	236,000

FY 2021-2025 Proposed

<u>FY20</u>	<u>Manager</u>	<u>Council</u>	<u>Council</u>
<u>Projection</u>	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>

FY 2021

1	Grant Road Paving	440,000	440,000	
2	Cousin's River Bridge - Local Share	-	TBD	
3	Cousin's River Bridge - Bike/Ped Connector to OSF Road	-	150,000	
4	Concord Gully Brook Watershed Restoration	25,000	50,000	
Total FY 2021		465,000	640,000	-

FY 2022

1	Mallett Drive Pavement Preservation and sidewalk Extension - PACTS	300,000		
2	Exit 20/22 Bridge - Local Share	TBD		
3	Train Station Building and Platform ReDesign	150,000		
4	Concord Gully Brook Watershed Restoration	50,000		
Total FY 2022		500,000	-	-

FY 2023

1	Pine Street - S Freeport Rd end for 4200 Feet	320,000		
2	Exit 20/22 Bridge Local Share	TBD		
3	Concord Gully Brook Watershed Restoration	50,000		
Total FY 2023		370,000	-	-

FY 2024

1	Spar Cove Rebuild	440,000		
2	Desert Road Sidewalk Extension	150,000		
3	Concord Gully Brook Watershed Restoration	50,000		
Total FY 2024		640,000	-	-

FY 2025

1	Lambert Road Rebuild	300,000		
2	Concord Gully Brook Watershed Restoration	50,000		
Total FY 2025		350,000	-	-

12/31/2019 Reserve Balances

1,977,740

**MUNICIPAL FACILITIES
ARTICLE VII**

FY 2020 Adopted

	Department	Manager	Council
	<u>Proposed</u>	<u>Proposed</u>	<u>Adopted</u>
<u>FY 2020</u>			
1 Computer Upgrades -Townwide	28,300	28,300	28,300
3 Furniture-Townwide	15,000	15,000	15,000
7 Voting Booths	15,250	15,250	15,250
8 Digitization of Files	10,000	10,000	10,000
9 Exterior - Stain/Paint Library Siding	10,000	10,000	10,000
10 Revaluation Reserve Fund	5,000	5,000	5,000
Total FY 2020	83,550	83,550	83,550

FY 2021-2025 Proposed

	<u>FY20</u> <u>Projection</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2021</u>				
1 Computer Upgrades -Townwide	25,000	45,000		
2 Windows/Doors - Town wide	40,000	-		
3 Town Wide Fencing	-	21,000		
4 File Digitization	20,000	10,000		
5 Flooring - Townwide	50,000	27,000		
6 Library Design Study	30,000	10,000		
7 Copiers	15,000	15,000		
8 Network Phone System Upgrade - Townwide	-	30,000		
9 Town Wharf Repairs	-	7,500		
10 Revaluation Reserve Fund	5,000	5,000		
Total FY 2021	185,000	170,500	-	-

FY 2022

1 Computer Upgrades -Townwide	30,000		
2 Repoint TH/PS Brick Foundation	10,000		
3 Maintenance Tractor/Snow Plow/Mower	30,000		
4 Library Public Computers	8,500		
5 Air Compressor System	30,000		
6 Town Wharf Repairs	7,500		
7 File Digitization	25,000		
8 Revaluation Reserve Fund	7,500		
Total FY 2022	148,500	-	-

FY 2023

1 Computer Upgrades -Townwide	30,000		
2 Dunning Boat Yard	10,000		
3 Furniture	15,000		
3 Public Works Expansion Study	10,000		
4 Heating & Cooling Upgrades to Town Buildings	120,000		
5 Town Wharf - Steel Piling	100,000		
6 Revaluation Reserve Fund	7,500		
Total FY 2023	292,500	-	-

FY 2024

1 Computer Upgrades -Townwide	30,000		
2 Harbormaster Building Upgrade	30,000		
3 Public Works Expansion Project	125,000		
4 Flooring_Townwide	15,000		
5 PD Carport Design Study	10,000		
6 Revaluation Reserve Fund	7,500		
Total FY 2024	217,500	-	-

FY 2025

1 Computer Upgrades -Townwide	30,000		
2 Security Cameras - Townwide	50,000		
3 Furniture	15,000		
4 PD Carport Shelter	200,000		
5 Maintenance Tractor/SnowPlow/Mower	9,000		
6 Library Public Computers	9,000		
7 Revaluation Reserve Fund	7,500		
Total FY 2025	320,500	-	-

12/31/2019 Reserve Balances

571,395

CABLE ARTICLE VIII

FY 2020 Adopted

<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
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FY 2020

1 HD Equipment Replacement - LED Lighting	54,600	54,600	54,600	54,600
2 Equipment and other improvements (Channel 14)	4,000	4,000	4,000	4,000
Total FY 2020	58,600	58,600	58,600	58,600

FY 2021-2025 Proposed

<u>FY20</u> <u>Projection</u>	<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
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FY 2021

1 Equipment Replacement (Channel 3)	30,000	20,000		
2 Equipment and other improvements (Channel 14)	4,000	4,000		
Total FY 2021	34,000	-	-	-

FY 2022

1 HD Equipment Replacement (Channel 3)	20,000			
2 Equipment and other improvements (Channel 14)	45,000			
Total FY 2022	65,000	-	-	-

FY 2023

1 Equipment and other improvements (Channel 14)	40,000			
Total FY 2023	40,000	-	-	-

FY 2024

1 Equipment and other improvements (Channel 14)	4,000			
Total FY 2024	4,000	-	-	-

FY 2025

1 Equipment and other improvements (Channel 14)	4,000			
Total FY 2025	4,000	-	-	-

12/31/2019 Reserve Balances	502,925
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**BOARDS, COMMITTEES,
COMMUNITY GROUPS AND OTHER REQUESTS
ARTICLE IX**

FY 2020 Adopted	<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved CIP</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2020</u>				
1 Florida Lake Bog Bridge Replacement	12,575	12,575	12,575	12,575
2 Historical Society_Parking Loss	-	-	15,000	15,000
Total FY 2020	12,575	12,575	27,575	27,575

FY 2021-2025 Proposed

	<u>FY20</u> <u>Projected</u>	<u>Committee</u> <u>Proposed</u>	<u>Manager</u> <u>Proposed</u>	<u>Council</u> <u>Approved</u>	<u>Council</u> <u>Appropriated</u>
<u>FY 2021</u>					
1 Speed Control Signage (Boards & Commissions - Complete Streets)	-	15,000	15,000	-	-
2 Hunter Road Fields Parking Lot (Municipal Parking Lot Reserve)	-	60,000	60,000	-	-
3 Quiet Zone Supplemental Safety Measures (Boards & Commissions)	-	60,000	60,000	-	-
4 Comprehensive Plan Update (Boards & Commissions)	-	25,000	25,000	-	-
Total FY 2021	-	160,000	160,000	-	-
<u>FY 2022</u>					
1 Comprehensive Plan Update (Boards & Commissions)		25,000	-	-	-
Total FY 2022		25,000	-	-	-
<u>FY 2023</u>					
1 Comprehensive Plan Update (Boards & Commissions)		75,000			
2 Library Parking Lot Paving (Municipal Parking Lot Reserve)		60,000	-	-	-
Total FY 2023		135,000	-	-	-
<u>FY 2024</u>					
1 Recycling Parking Lot Paving (Municipal Parking Lot Reserve)		60,000	-	-	-
Total FY 2024		60,000	-	-	-
<u>FY 2025</u>					
1 Parking Lot Resurfacing (Municipal Parking Lot Reserve)		35,000	-	-	-
Total FY 2025		35,000	-	-	-
12/31/2019 Reserve Balances		467,303			

**DESTINATION TIF VILLAGE IMPROVEMENTS
FY 2021 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2020 Adopted

	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>
<u>FY 2020</u>			
1 Sidewalk ramp detectable panel replacement (8)	6,000	6,000	6,000
2 Sidewalk-School St-SW Side, Main to Middle St (4500 sq.ft)	45,000	-	-
3 ACAF Performing Arts Center	-	133,000	133,000
4 Freeport Economic Development Corporation	100,000	100,000	100,000
Total FY 2020	151,000	239,000	239,000

FY 2021-2025 Proposed

	<u>FY20</u>	<u>Manager</u>	<u>Council</u>	<u>Council</u>
	<u>Projected</u>	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>
<u>FY 2021</u>				
1 Sidewalk-School St-SW Side, Main to Middle St (4500 sq.ft)	45,000	45,000		
2 Snowblower/Loader (Shared with TIF - 50%)	60,000	-		
3 Town Hall Site Beautification	-	75,000		
4 Freeport Economic Development Corporation	100,000	100,000		
Total FY 2021	205,000	220,000	-	-
<u>FY 2022</u>				
1 Sidewalk-Main St. - NW Side, Key Bank to Post Office (4500 sq.ft)		45,000		
2 Sweeper (Shared with PWR - 50%)		125,000		
3 Freeport Economic Development Corporation		100,000		
Total FY 2022		270,000	-	-
<u>FY 2023</u>				
1 Sidewalk - West St.- N. Side, Main St. to Depot St. (4500 sq.ft)		45,000		
2 Freeport Economic Development Corporation		100,000		
Total FY 2023		145,000	-	-
<u>FY 2024</u>				
1 Sidewalk - Park St. from Bow St. to Hilton (4500 sq.ft)		45,000		
2 Freeport Economic Development Corporation		100,000		
Total FY 2024		145,000	-	-
<u>FY 2025</u>				
1 Sidewalk Improvement Reserve		100,000		
2 Freeport Economic Development Corporation		100,000		
Total FY 2025		200,000	-	-
<u>TIF Funds Available:</u>				
Unobligated Balance 6/30/19		\$ 389,528		
Property Taxes Raised FY20		\$ 286,000		
FY 2020 Projects		\$ (139,000)		
Economic Development		\$ (100,000)		
Funds Committed for Theater Payment - Contract thru FY22		\$ (20,000)		
Available 07/01/2019		\$ 416,528		

**WINSLOW PARK IMPROVEMENTS
FY 2021 BUDGET and FIVE-YEAR CAPITAL PROGRAM**

FY 2020 Adopted

<u>Manager</u>	<u>Council</u>	<u>Council</u>
<u>Proposed</u>	<u>Approved CIP</u>	<u>Appropriated</u>

FY 2020

1	No Capital Purchases Requested	-	-	-
Total FY 2020		-	-	-

FY 2021-2025 Proposed

<u>FY20</u>	<u>Manager</u>	<u>Council</u>	<u>Council</u>
<u>Projected</u>	<u>Proposed</u>	<u>Approved</u>	<u>Appropriated</u>

FY 2021

1	Handicap Access Improvements	-	50,000	
Total FY 2021		-	50,000	-

FY 2022

1	No Capital Purchases Requested At This Time	-		
Total FY 2022		-	-	-

FY 2023

1	No Capital Purchases Requested At This Time	-		
Total FY 2023		-	-	-

FY 2024

1	No Capital Purchases Requested At This Time	-		
Total FY 2024		-	-	-

FY 2025

1	No Capital Purchases Requested At This Time	-		
Total FY 2025		-	-	-

TIF Funds Available:

Unobligated Balance 6/30/19	\$	547,047
FY 2020 Projects	\$	-
Available 07/01/2019	\$	547,047



To: Peter Joseph, Town Manager
From: Jessica Maloy, Finance Director
Re: Capital Items Description Memo FY 2021
Date: February 28, 2020

ARTICLE I – POLICE

New Patrol SUV & Changeover Equipment: Staff is recommending replacing the 2016 Ford Sedan with changeover equipment to a Ford Explorer SUV. The 2016 Ford Sedan has over 69,000 miles and has been a front-line patrol cruiser since its purchase. The request considers the recent cost of SUV cruiser replacements along with the cost to transfer/modify/purchase equipment to outfit the fleet for use and the cost to remove and apply decals. The total request is \$50,000.

ARTICLE II – FIRE

Chief's Vehicle Replacement: Staff is recommending moving the purchase of a new Fire Chief's vehicle from the FY22 plan to FY21. In FY20, Chief had felt the vehicle could handle additional mileage for a couple more years; however, it has started to show signs of significant decline in the last year. The total request is \$45,000

Engine Refurbishment: Staff is recommending an appropriation to establish funds to mitigate the expense of unknown repairs to Fire apparatus. With the increasing age of the fleet, there is an increased potential for major costs when these units go in for maintenance or repairs. This would help buffer any operating impacts when these unknown issues arise. The total request is \$13,000

Engine/Tanker Apparatus Replacement: Staff is recommending an appropriation to replace both Engine 1 and Tank 2 into a single apparatus. Engine 1 is nineteen years old and Tank 2 is twenty-one years old. Both units are in need of replacement and will see significant repair/refurbishment costs if not replaced timely. Both units were recommended for current year replacement in the FY20 apparatus study performed by Emergency Vehicle Response which is why Management moved this request from FY23 to FY21. The total request is \$800,000

ARTICLE III – RESCUE

Diesel Emission Equipment Replacement: Staff is recommending converting the ten hose connections for the Plymovent system to magnetic coupling units. This system connects to the exhaust unit of the apparatus removing the CO2 from the building as the vehicles idle in preparation of call out. The total request is \$13,000

ARTICLE IV – PUBLIC WORKS

Snowblower/Loader: Staff is recommending the removal of the appropriation for the Snowblower/Loader that is shared with TIF. After staff inspection, it is not felt that the snowblower needs to be replaced at this time. Staff is comfortable removing this from the current year appropriation and moving it out 5 years to the FY2026 plan year before it is due for replacement.

Excavator Rails & Pads Replacement: Staff is recommending replacement of the rails and pads on the 2012 Excavator. This is due to eight years of wear on the current set. The total request is \$10,000

Oil/Water Separator Replacement: Staff is recommending replacement of the oil/water separator at the Public Works facility. The oil/water separator collects all the water and oil through the floor drains at the shop. The water is then separated from the oil and discharged into the sewer system and the oil remains in the holding tank until it is removed by a cleaning company and disposed of. The current unit is 26 years old and is made of cast iron that has deteriorated over that time and is in need of replacement. The total request is \$60,000

Rebuild of Two Boom Flail Mowers: Staff is recommending rebuilding of the two boom flail mowers that attach to the sidewalk machines to mow the sides of the Town's roads. This is a necessary rebuild due to the wear and tear of the cutting heads on the mowers. The total request is \$10,000

ARTICLE V – SOLID WASTE/RECYCLING

Loader: Staff is recommending replacing the 1996 Case Loader that was initially used by Public Works before relocating to the Recycling Facility in 2004. This machine manages bulky waste, wood waste and compost year-round and is used for snow removal services during the winter months. Over the year's repairs have been made to the Loader to keep it operational, including transmission work and steel fabrication. Due to increasing repair costs, Staff is recommending replacement of the Loader in the FY21 Budget where we will make use of the prior year appropriation of \$30,000. The total request is \$95,000.

Retaining Wall and Concrete Pad Repairs: Staff is recommending repairing the retaining wall and concrete pad at the recycling facility. The current wall has settled, eroded, and is being forced out of place by lateral earth pressure, along with the crumbling of the concrete pad surface which presents unsafe unloading conditions for Staff and Residents. Staff recommends demolition, excavation, a new concrete wall and repair of the slabs. The total request is \$60,000.

ARTICLE VI – COMPREHENSIVE TOWN IMPROVEMENTS

Grant Road Paving: Staff is recommending the paving of Grant Road. In FY2020 we postponed the reconstruction of Grant Rd. to allow the Town of Durham to obtain funding for their section of Grant Rd. We are happy to announce that they have secured funding and have started construction. Staff therefore proposes that we move forward with the reconstruction of Grant Rd. in FY2021. The total request is \$440,000.

Cousin's River Bridge –Local Share and Bike/Ped Connector to OSF Road: Staff is recommending to include a placeholder for funds for a local share on the Cousin's River Bridge Project. This is a shared project between Yarmouth, DOT and Freeport to reconstruct the bridge and create a Bike/Ped Connector. The total project costs are unknown at this time, despite several requests to MDOT. Staff expects the project will include a local cost share in FY21 or FY22, but MDOT has not provided these figures to us. The total current request for the bike/ped connector is \$150,000.

Concord Gully Brook Watershed Restoration: Concord Gully Brook is one of two streams in the town designated as urban impaired by the Maine DEP because they do not meet the state's water quality standards. The Town was awarded a Phase 1 grant from the Maine DEP in 2016 to restore 850 linear feet of degraded stream behind Concord Road. A Phase 2 grant was recently awarded to the Town also by the Maine DEP to continue watershed restoration efforts where the 36" diameter West Street culvert outlets into a stream tributary to the main stem and at two roadside drainage swales. The grant also proposed addressing the chloride problem through local ordinance changes. This appropriation will allow us to further the stream restoration effort. The total request is \$50,000.

ARTICLE VII – MUNICIPAL FACILITIES

Computer Upgrades-Town wide: Staff is recommending an upgrade to approximately 30 computers. Staff was trying to maintain a four to five-year replacement cycle which includes computer hardware, formatting, and labor for installation; however, Microsoft Windows 7 is no longer being serviced and we need to upgrade to Windows 10. This appropriation will allow us to replace a bulk of PC's as well as convert the remaining PC's from Windows 7 to Windows 10. The total request is \$45,000.

Fencing – Town Wide: Staff is recommending replacement of fencing across town. The fencing at the Library Building is in dire need of replacement and we are asking for \$10,600 in order to install a cottage style board fence. In addition, there is front fencing at Town Cemeteries also in need of repair. This includes Flying Point and Porter's Landing where we would be looking at a synthetic wood fencing for \$10,400. The total request is \$21,000.

Digitization of Files: Staff is recommending the continuation of digitization of tax maps and planning/assessing files along with publishing our GIS data to the website. Staff expects this to be a three-year appropriation and this is year two. The total request is \$10,000.

Flooring – Town wide: Staff is recommending replacement of flooring, Town wide. The flooring in the office, conference room, bathroom & shower room at the Public Works Garage are in need of being replaced and staff is asking for \$6,000 to skim/prep the floors and lay new vinyl. In addition, we are looking to replace some existing flooring at the Library that is in need of repair and staff is asking for \$21,000 to prep the floor and lay new planks. The total request is \$27,000.

Library Expansion Design Study-Teen Room: The Library staff and its Board has been looking to expand their facilities to include additional square footage to accommodate the 40-50 children that frequent the Library after school, during the school year, for a couple of hours a day. Management Staff feels that is a significant appropriation request given the residential exposure/impact. Staff is recommending an appropriation for a design study to determine if we can "re-allocate" existing space to meet the current need. The total request is \$10,000.

Copiers: Staff is recommending replacement of the copier in the Town Clerk's area. The Town Clerk Copier has over 930,000 copies on it. It continues to operate under "good health" but is starting to show signs of distress. The total request is \$15,000.

Network Phone System Upgrade: Staff is recommending upgrading the existing phone system. Our current Polycom system is no longer "serviceable" and is in need of being upgraded to ensure continuity of service. Staff would be looking to convert to a VOIP system. The total request is \$30,000.

Town Wharf Repairs: Staff is recommending to build a reserve for evaluation, design and eventually repairing components of the Town Wharf. The total request is \$7,500.

Revaluation Reserve Fund: Each year, the Town Council places money into a capital reserve for the Assessing Department to conduct revaluations. Instead of conducting a full-scale revaluation once every ten years for approximately \$300,000, the assessor does smaller-scale revaluations each year. This allows values to stay more current and any valuation changes to be more incremental; having less of an impact on the residents. In FY21 we would be looking to hire an outside contractor to review commercial valuations as they appear to be in a state of flux, we do not have much sales data to be informed locally, and an outside firm would have a background in valuing similarly situated properties in other locales. This would also supply a second opinion to the conclusions we have been applying over the years. Based on the balance within the revaluation fund the total request for FY21 is \$5,000.

ARTICLE VIII – CABLE

Equipment Replacement: Staff recommended converting to HD back in FY18 and have replaced cameras, servers, video monitors, switches, various cabling connectors and tools, as well as the installation and testing of said equipment. Staff is recommending an appropriation to reserve for maintenance and repair of said equipment. The total request is 20,000.

Equipment and Other Improvements (CH 14): Each year, the Town Council places money into a capital reserve for the Cable Department to replace/repair equipment. Based on the balance within the reserve fund the total request for FY20 is \$4,000.

ARTICLE IX – BOARD, COMMITTEES, COMMUNITY GROUPS & OTHER REQUESTS

Speed Control Signage: The Complete Streets Committee is recommending the addition of Driver Feedback/Speed Control signage. These signs would be placed on Main Street at the northern and southern entrances to Town before entering the Downtown Village. The request was born out of concern for pedestrian safety and traffic calming as they relate to the Safe Routes to School initiative. The total request is \$15,000

Hunter Road Fields Parking Lot: The Hunter Road Fields Committee is recommending the expansion of the existing parking lot at the northern end of the facility, near the baseball fields. The lot would be extended toward the tree line in accordance with the Maine DEP approved Site Plan. The expansion would accommodate 50 to 60 additional vehicles. Feedback received are that these fields are exceptional to play on but the facility lacks adequate vehicle parking. This appropriation would alleviate the issue. The total request is \$60,000

Quiet Zone Supplemental Safety Measures: Staff is recommending installation of channelization at two intersections to continue the Quiet Zone. There are safety thresholds to be reevaluated at least every three years as part of the Train Quiet Zone and upon recent review it was determined that we are no longer compliant with current Quiet Zone Standards. Channelization, including curbed medians or reflective posts on each side of the railroad-street intersection, is a cost-effective means to meet the new standards. The total request is \$60,000.

Comprehensive Plan Update: The Comprehensive Plan was initially adopted in 2011. The Planning Board has reviewed most of the recommendations in the Plan. The Plan continues to be relevant; however, Staff is proposing to appropriate over the next several years to begin the process of updating the Plan. The total request is \$25,000.

DESTINATION TIF VILLAGE IMPROVEMENT

Sidewalk Improvements: Sidewalk improvement projects are proposed on Southwest side of School Street, Main Street to Middle Street (4500 square feet). The total request is \$45,000.

Snowblower/Loader: Staff is recommending the removal of the appropriation for the Snowblower/Loader that is shared with TIF. After staff inspection, it is not felt that the snowblower does needs to be replaced at this time. Staff is comfortable removing this from the current year appropriation and moving it out 5 years to the FY2026 plan year before it is due for replacement.

Town Hall Site Beautification: Staff has identified several beautification measures associated with the Town Hall Site Plan, including welcoming entrances into the building, walkways, seating, pollinator gardens in front of Town Hall on Main Street and better ADA access throughout the facility. The total request is \$75,000.

Freeport Economic Development Corporation: Historically, the council has allocated funding to FEDC as an investment in economic development in Freeport and in the partnership with FEDC as the vehicle for pursuing the community's economic development goals. This year, FEDC is asking for continued funding out of TIF Funds. The total request is \$100,000.

WINSLOW PARK IMPROVEMENT

Handicap Access Improvements: Staff has identified the need for better ADA access to the water. The total request is \$50,000.