TOWN OF GRAY

GRAY TOWN COUNCIL

AGENDA • MARCH 23, 2023

Gray Town Council Budget Workshop	Town Council Chambers 24 Main Street, Gray, ME 04039 https://us06web.zoom.us/j/83685704893 Phone 646-558-8656 / Meeting ID: 836 8570 4893	4:00 PM

CALL TO ORDER

Roll Call

BUDGET WORKSHOP 4:00 PM - 6:00 PM

1) **Douglas Field relocation**
2) **Final follow-up review**
3) **TIF discussions**

-Route 100 South / Yarmouth Road projections – final projected numbers/borrowing strategy

-Status WD bond for route 100 south water line

-Status of $495K allocated to WD in FY22 cycle

-Status of $500k allocated to 'active' for easement work in FY22 cycle

-Total projected TIF fund as of 2028 – net of above figures

-WD capacity for contribution

-MDOT share – committed $625k MPI – 2nd MPI? Addt'l funding?

-Northbrook – move available to active for Yarmouth Rd project - $500k + any addt'l projections?

-Village – money available / amount to move to active

-Accounting of what is left in this year's budget

-Comp Plan Implementation contract services

-Principle Group contract services

-Village underground utilities work

-Village stormwater/wastewater work

-GIS mapping work

4) **Yarmouth Road Project** – MDOT funding options
5) **State revenue sharing projections & Town revenue projections**

-Enterprise/Sub D fund– can we see 3 year trend on Sub D fund?

6) **Certified ratio discussion**
7) **Bonding options**

-Debt level comparison/interest rates/terms

-Buckets discussion (CIP, land acquisition, projects, etc) /costs / draft numbers

(1) CIP Bucket

-Pennell Footprint Plan – $400,000 phase 1 + $92,000 minus b-ball lights fund phase 2

-Manual Arts Building conversion - $180,000 + addt'l items? Mo

-Library Buildout - $100,000 + addt'l items? Mo

8) **Rainy Day Fund** (3/12th) – how much can be borrowed from fund (1/12th)

9) **Final CIP discussion/Misc leftover CIP**

-ARPA funds spreadsheet – $282,000 available - updated & final allocations

-CIP Payment

10) **Council recommendations for changes**

-Do we stay at $50,000 for sick/vaca fund or reduce?

-Do we want to set aside any money for a revolving loan program for water quality upgrades?

11) **MILL Rate discussion**

12) **LD1 discussion**

13) **Budget Flyer** – identify items

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Hamilton Ballfields - Proposal
Prepared for: Town of Gray, Town Council
Prepared by: Nate Stone, President G·NG·R Little League

March 20, 2023

EXECUTIVE SUMMARY

Objective

With the mixed property boundaries complicating use of Douglass Field and future plans necessitating moving the ballfields to a new location, two new ballfields located on the former Hamilton parcel are proposed as a solution to the long term needs of the town youth and recreation departments.

Goals

The primary goals are three-fold: (1) ensure that our town's Little League players have fields to play baseball and softball on for the foreseeable future, (2) free additional space for the Gray Rec Department behind Newbegin hall by moving the existing ballfields to the Hamilton parcel, and (3) create additional parking for town hall at the Hamilton property while reducing impacts at the Town Hall site by removing one of the ball fields.

Solution

Creating two new ball fields at the Hamilton property will alleviate traffic congestion at the town hall property, resolve usage issues with Douglass Field, free the Douglass Field site for use for future projects or sale, create additional parking areas for town events, and ensure the future of our town softball and baseball programs.

Project Outline

Moving the fields and replacing them adequately will require:

- Construction of two softball infields
- Backstops and sideline fencing
- Outfield fencing or removable outfield fencing if a multi-purpose area is desired
- Batting cages
- Snack Shack
- Equipment Storage

The existing Douglass Field property has a snack shack that was constructed by Gray Little League and a batting cage for the use of our players. The snack shack includes approximately 600 square feet of storage space and 200 square feet of snack shack area. To sufficiently run Little League and associated events, a similar facility is needed. The snack shack creates $4000-6000 of revenue for Little League each year and allows G·NG·R LL to organize equipment for the 400+ players we serve each season. Additionally, batting cages are required to facilitate player development and practice.

Our proposal would be to demolish the existing building on the property and convert two, used shipping containers for use as the snack shack and storage area. If possible, it would be fantastic to include a septic system and create two unisex, handicap-accessible bathrooms. This could be done utilizing a third container (likely 20'). Used containers are cost effective and can be quickly modified to serve new purposes with the addition of a simple roof to deflect snow load and exterior sheathing to improve appearance.

Proposed Layout/Design

The proposed field layout is shown to scale in the drawing at the top of this document. Placement of the snack shack and batting cages is not shown as the ideal placement would be in the present location of the existing building. The batting cages and new storage buildings could be located on either side of the existing building if needed.

BUDGET

Proposed Budget

In the budget below, items in bold are required for a minimum use field complex. A large portion of the labor could be saved by utilizing existing town maintenance employees in combination with volunteers. G·NG·R LL believes we could find sufficient volunteers to build the fields entirely utilizing volunteer labor.

Note: no considerations are made in this budget for earth moving and storm water calculations. It is assumed that some earth moving will be required, but that it will be a minimal cost comparatively to other, less well-suited locations.

The total for required items is $214,314 including labor and $175,314 without labor. A full facility including restrooms and a snack shack would run approximately $274,514. Budgets should include a 15% over-run provision to account for changes in the market due to timing of the installation and financial forces.

Description	Qty.	Unit Price	Cost	Running Total
Engineering & Permitting	**1**	**$30,000**	**$30,000**	**$30,000**
Outfield fencing kit - 400 ' - 4' height	**2**	**$5,623**	**$11,246**	**$41,246**
16' high backstop fencing	**2**	**$4,277**	**$8,554**	**$49,801**
Sideline fence - 200'- 6' height	**4**	**$3,824**	**$15,294**	**$65,095**
Fence Dugouts (20'x10')	**4**	**$7,799**	**$31,196**	**$96,291**
Labor and installation for fencing (est.)	**2**	**$15,000**	**$30,000**	**$126,291**
Infield Construction (infield mix)	**2**	**$20,000**	**$40,000**	**$166,291**
Base systems	**2**	**$1,000**	**$2,000**	**$168,291**

G·NG·R LITTLE LEAGUE

Description	Qty.	Unit Price	Cost	Running Total
Double Lane Batting Cage	**1**	**$9,523**	**$9,523**	**$177,814**
Cement & Earthwork for Batting Cage	**1**	**$5,000**	**$5,000**	**$182,814**
40' shipping container	**3**	**$4,500**	**$13,500**	**$196,314**
Materials for roofing & decoration	**3**	**$3,000**	**$9,000**	**$205,314**
Labor for conversion & decoration	**3**	**$3,000**	**$9,000**	**$214,314**
Bleachers	4	$6,800	$27,200	$241,514
Septic system & leech field	1	$15,000	$15,000	$256,514
Water connection	1	$10,000	$10,000	$266,514
Plumbing and Restroom Equipment	1	$8,000	$8,000	$274,514
Total			**$274,514**	

Notes from Council Chair Carder, March 23, 2023

Major League Baseball Grant Program:

MLB-MLBPA Youth Development Foundation (baseballydf.com)

Rolling program – no deadlines – NO cap on grant awards

Supports – field lighting, renovations and **construction** = DOES NOT support – restrooms, concession stand

Requirements – 50% of project funding secured –

Process – complete form, compile introductory letter describing organization & project (no more than 3 pages) - using their template

Timeframes – up to 6 months for process – will receive response on initial request within 60 days

TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE TOWN MANAGER
Nate Rudy, Town Manager
nrudy@graymaine.org
(207) 657-3339

March 21, 2023

To: Gray Town Council
RE: Preliminary Town Manager FY24 Budget Recommendation to Town Council

I am presenting to you a preliminary version of the Town Manager FY24 budget recommendation, for your use in deliberations at your 3/23 and 3/27 meetings to finalize the FY24 budget which I will present on 4/4. The changes I propose are listed in the report attached to this memo and will be reflected in an updated TRIO budget request report in the 2024 Manager column. You will receive additional reports and memos on outstanding budget considerations and information on TIF and CIP separately. I welcome discussion and direction from Council on these recommendations and any other outstanding decisions that you will discuss in the coming week.

TM Expense Budget Request
vs. Initial Budget

March 21, 2023

Dept	Line	ID	Change	New	Notes
EXPENSE					
General					Offer flat retirement match at all eligibility levels
01-10	01-100	FT Wage			
01-10	02-150	Pers Dev	2000	8000	Increase Manager Pers Dev $1500; add intern budget $500
01-10	02-700	Legal	-5000	25000	
01-20	03-157	Comp Plan Impl	-30000	0	Move to CIP per Council discussion 3/7
01-20	02-700	Legal	-2500	12500	
01-40	01-100	FT Wage			Office Manager adj
01-40		other benes as identified by FD			cont
01-40	02-500	Mileage	-1000	3000	
01-40	02-700	Legal	-2000	10000	
01-60	02-150	Pers Dev	200	400	Increase for GA Spring Seminar training
01-60	02-500	Mileage	150	200	Increase for GA Spring Seminar training
01-65	01-120	C/IT FOAA Admin	3000	3000	Create new line for "FOAA Admin Stipend"
01-65	02-900	Comm/IT contingency	8000	8000	New: contingency fund per director request
01-65	04-260	Office Equipment	-1200	34300	Per C/IT Dir, remove "ClickShare for Library-$1,200" from budget and comment
01-65	04-260	Office Equipment	20000	34300	New: document scanning/indexing system
02-14	02-683				Change label to "Vac Accrual Funds" to separate from "Sick Accrual Funds" in separate line
03-21	01-162	Wilkies Attd	0		Remain as is, in Rec, per 3/17 TC WS
04-41	01-203	Retirement			Change FT FF/EMT-PARA to MePERS 3C including Chiefs
04-41	01-100	FT Wage			Adjust to remove request for two new FT FF/EMT-PARA
04-41		per person adj			Adjust other budget lines to reflect removing two new FT positions
04-41	02-101	other benes as identified by FD			cont
04-41	02-151	other benes as identified by FD			cont
04-41	02-152	other benes as identified by FD			cont

TM Expense Budget Request
vs. Initial Budget

March 21, 2023

Dept	Line	ID	Change	New	Notes
04-41	04-222	other benes as identified by FD			cont
04-41		Others as identified by FD			cont
05-51	01-100	FT Wage			PW wages adjustments
05-51		other benes as identified by FD			cont
05-53	03-691	Private Roads	2500	177500	Add Woodcock Dr per 3/16 TC WS
05-55	01-100	FT Wage			Transfer Station wages adjustments
05-55		other benes as identified by FD			cont
05-55	01-120	PT Wage			Transfer Station wages adjustments
05-55		other benes as identified by FD			cont
06-61	02-130	Recorder			No Change, keep at $4,000
06-61	02-700	Legal	-5000	20000	
06-61	10-7XX	Public Trans	20,000	20,000	new: RTP public trans per TC mtg 3/16
06-62	02-700	Legal	-2000	5000	
09-80	10-713	Lake Quality	-3000	13,500	reduce per TC meeting 3/16

Manager Version
All Items Added or Subtracted from Initial are Highlighted in yellow

	FY 2023			FY 2024		
Department	**Original**	**Wage Adjustment Allocation**	**FINAL**	**Proposed**	**Increase/ (Decrease) vs Final FY 2022**	
Administration	675,686.00	42,185.44	717,871.44	$ 821,227	$ 103,356	14.40%
Human Resources	0.00	0.00	0.00	$ 48,091	$ 48,091	100.00%
Community Development	270,334.00	3,554.35	273,888.35	$ 283,719	$ 9,831	3.59%
Assessing	145,930.00	13,369.84	159,299.84	$ 169,963	$ 10,663	6.69%
Code Enforcement	233,395.00	7,576.52	240,971.52	$ 286,333	$ 45,362	18.82%
General Assistance	55,290.00	0.00	55,290.00	$ 59,486	$ 4,196	7.59%
Communication & Information	232,877.00	9,154.08	242,031.08	$ 340,024	$ 97,993	40.49%
Elections	16,289.00	0.00	16,289.00	$ 20,159	$ 3,870	23.76%
Municipal Expenses	1,326,687.00	(141,350.07)	1,185,336.93	$ 1,500,618	$ 315,281	26.60%
Library	383,265.00	27,677.40	410,942.40	$ 410,416	($527)	-0.13%
Parks & Recreation	38,924.00	0.00	38,924.00	$ 64,356	$ 25,432	65.34%
Public Safety	1,274,241.00	(33,532.80)	1,240,708.20	$ 1,419,209	$ 178,501	14.39%
Utilities	252,564.00	0.00	252,564.00	$ 283,864	$ 31,300	12.39%
Winter Roads	565,526.00	22,624.13	588,150.13	$ 675,842	$ 87,691	14.91%
Summer Roads	571,358.00	11,312.07	582,670.07	$ 604,328	$ 21,658	3.72%
Additional Roadwork	152,503.00	0.00	152,503.00	$ 180,500	$ 27,997	18.36%
Garage	255,242.00	2,844.80	258,086.80	$ 272,229	$ 14,142	5.48%
Recycling	882,393.00	18,499.24	900,892.24	$ 978,051	$ 77,159	8.56%
Buildings & Grounds	491,411.00	27,852.60	519,263.60	$ 592,650	$ 73,386	14.13%
Council, Boards, Committees	41,015.00	0.00	41,015.00	$ 66,703	$ 25,688	62.63%
Zoning Board of Appeals	1,700.00	0.00	1,700.00	$ 7,650	$ 5,950	350.00%
Planning Board	4,475.00	0.00	4,475.00	$ 10,850	$ 6,375	142.46%
Economic Development	8,950.00	0.00	8,950.00	$ 4,000	($4,950)	-55.31%
Open Space	1,500.00	0.00	1,500.00	$ 1,500	$ -	0.00%
Law Enforcement	274,591.00	0.00	274,591.00	$ 325,191	$ 50,600	18.43%
Community Services	43,384.00	0.00	43,384.00	$ 59,025	$ 15,641	36.05%
TOTAL GENERAL FUND EXPENSES	8,199,530.00	11,767.60	8,211,297.60	$ 9,485,984	$ 1,274,687	15.52%
TOTAL GENERAL FUND REVENUE	3,928,389.00		3,524,651.00	$ 3,781,620	$ 256,969	7.29%
TOTAL NET GENERAL FUND BUDGET	***4,271,141.00***		***4,686,646.60***	***$ 5,704,364***	***$ 1,017,718***	***21.72%***
Capital Projects	1,800,000.00		1,800,000.00	$ 3,469,726	$ 1,669,726	92.76%
TOTAL CAPITAL RESERVE FUND EXPENSES	1,800,000.00		1,800,000.00	$ 3,469,726	$ 1,669,726	92.76%
TOTAL CAPITAL RESERVE FUND REVENUE	820,410.00		681,000.00	$ -	(681,000.00)	0.00%
TOTAL NET CAPITAL RESERVE FUND BUDGET	***979,590.00***		***1,119,000.00***	***$ 3,469,726***	***$ 2,350,726***	***210.07%***
TOTAL PROPOSED FY 2023 BUDGET	**5,250,731.00**		**5,805,646.60**	**$ 9,174,090**	**$ 3,368,443**	***58.02%***

ACCOUNT	DESCRIPTION	FY 2023 BUDGET	FY 2024 PROPOSED BUDGET
01-100	Clerk Fees	$8,200.00	$8,200.00
01-101	Clerk Fees-Auto Registrations	$39,500.00	$39,500.00
01-102	Clerk Fees-Boats/ATV/Snow	$1,900.00	$1,900.00
01-103	Clerk Fees-Dog Licenses	$500.00	$500.00
01-104	Clerk Fees-Hunting/Fishing	$650.00	$500.00
01-105	Community Development-Miscellaneous	$1,000.00	$750.00
01-106	Code Enforcement-Miscellaneous	$1,000.00	$0.00
01-120	Electric Permits	$22,500.00	$20,000.00
01-130	Plumbing Permits	$32,000.00	$25,000.00
01-140	Building Fees	$155,000.00	$75,000.00
01-145	Septic Amendments	$850.00	$0.00
01-150	ACO Fees	$1,500.00	$1,500.00
01-151	Public Communications	$0.00	$0.00
02-010	Auto Excise Tax	$1,850,000.00	$1,850,000.00
02-015	Boat Excise Tax	$23,500.00	$10,000.00
02-041	Cable Franchise Fees	$103,000.00	$50,000.00
02-200	Interest-General Fund	$25,000.00	$0.00
02-201	Interest on Delinquent Taxes	$60,000.00	$60,000.00
02-850	Payment Rebates	$0.00	$0.00
02-900	Miscellaneous Revenue	$10,000.00	$10,000.00
03-066	Lost Book	$0.00	$0.00
03-067	Library Fines	$0.00	$0.00
04-055	Rescue Fees	$285,000.00	$260,000.00
04-060	Misc Rescue	$0.00	$0.00
05-039	Gravel Pits	$1,500.00	$1,500.00
05-045	Street Construction Fees	$0.00	$0.00
05-048	Driveway Opening	$6,500.00	$3,000.00
05-066	Tree Removal	$6,500.00	$4,000.00
05-078	Batteries	$2,000.00	$2,000.00
05-079	Bulky Waste	$10,500.00	$10,500.00
05-080	Landfill Stickers	$16,000.00	$16,000.00
05-082	Commercial Haulers	$1,000.00	$1,000.00
05-084	Tires	$2,600.00	$2,000.00
05-085	Wood	$6,000.00	$6,000.00
05-086	Light Iron	$65,000.00	$65,000.00
05-087	Plastic	$7,300.00	$5,000.00
05-088	Bottle Redemption	$7,000.00	$8,000.00
05-089	Newspaper/Mixed Paper	$4,500.00	$0.00
05-090	Cardboard	$26,000.00	$26,000.00
05-091	Demolition Debris	$17,000.00	$17,000.00
05-092	Universal Waste	$500.00	$0.00
05-093	Shingles	$3,500.00	$0.00
05-094	Leaves & Grass	$1,200.00	$1,000.00
05-095	Brush/Tree Parts	$3,400.00	$3,000.00
05-097	Tin Cans	$2,300.00	$0.00
05-098	Hazardous Waste Colleciton	$500.00	$0.00
05-100	Glass	$500.00	$100.00
06-049	Shoreland Application Fee	$4,000.00	$1,000.00
06-053	Junkyard Fees	$50.00	$0.00
06-370	Zoning Board Applications	$2,000.00	$2,000.00
06-380	Planning Board Fees	$13,500.00	$5,000.00
06-862	Blueberry Fest	$4,200.00	$4,200.00
11-005	DOT Local Roads	$135,000.00	$145,000.00
11-008	GA Reimbursement	$31,675.00	$25,000.00

11-060	State Revenue Sharing	$892,142.00	$980,970.00
11-061	Snowmobiles	$3,000.00	$0.00
11-062	Tree Growth	$25,000.00	$30,000.00
11-063	Veterans Reimbursement	$4,522.00	$4,500.00
11-067	Animal Waste Facility	$900.00	$0.00
TOTAL	**Miscellaneous Revenue**	**$3,928,389.00**	**$3,781,620.00**

TRANSFERS FROM:			
	Henry Pennell Municipal Complex Fund	$500.00	$0.00
TOTAL	**Revenue to General Fund from Transfer**	**$500.00**	**$0.00**

TOTAL PROPOSED GENERAL FUND REVENUE	**$3,092,553.86**	**$3,781,620.00**

TRANSFERS FROM:			
	Unassigned Fund Balance	$500,000.00	$0.00
	Village TIF Transfer	$75,000.00	$0.00
	Route 100 TIF Transfer	$245,410.00	$0.00
TOTAL PROPOSED CAPITAL RESERVE FUND REVENUE		**$820,410.00**	**$0.00**
Total FY23 Revenue		**$3,912,963.86**	
TOTAL PROPOSED FY 2024 REVENUE			**$3,781,620.00**

TOWN OF GRAY
FY 2024
CAPITAL PROJECTS PROPOSED BREAKDOWN

	Project	Amount Initial		Amount Manager	
Road Resurfacing					
	Undefined-refer to the Street Schedule	~~$ 600,000.00~~		$ 660,000.00	
	Road reclamation/reconstruction	$ 50,000.00		$ 50,000.00	
	New Fuel Pump Station	$ 42,000.00		$ 42,000.00	
	TOTAL Road Resurfacing	**$ 692,000.00**		**$ 752,000.00**	
Bridge Repair & Replacement					
	Totten Road Crossing Design	$ 50,000.00		$ 50,000.00	
	McConkey Road Crossing Repairs	$ 71,000.00		$ 71,000.00	
	TOTAL Bridge Repair & Replacement	**$ 121,000.00**		**$ 121,000.00**	
Fire & Public Safety					
	Radios	$ 8,500.00		$ 8,500.00	
	TOTAL Fire & Public Safety	**$ 8,500.00**		**$ 8,500.00**	
Public Works, Town Vehicles & Equipment					
	Building & Grounds Zero Turn Mower	$ 29,000.00		$ 29,000.00	
	SRO Vehicle	~~$ 25,000.00~~		$ 34,000.00	
	Building & Grounds Truck	$ 36,000.00		$ 36,000.00	
	CEO/Planning/Assessing Vehicle	$ 50,000.00		$ 50,000.00	
	TOTAL Public Works, Town Vehicles & Equipment	**$ 140,000.00**		**$ 149,000.00**	
Sidewalks					
	Rt. 26 Sidewalk/Crosswalk	$ 20,000.00		$ 20,000.00	
	TOTAL Sidewalks	**$ 20,000.00**		**$ 20,000.00**	
Technology					
	Desktop Computer Replacement(8)	$ 10,000.00		$ 10,000.00	
	Server Replacements(3)	$ 70,100.00		$ 70,100.00	
	Cradlepoint Router	$ 5,000.00		$ 5,000.00	
	Laptop Computer Replacement(4)	$ 6,000.00		$ 6,000.00	
	IT Security Audit	$ 41,000.00		$ 41,000.00	
	~~Library Video Conferencing~~	~~$ 3,500.00~~		~~$ -~~	
	Time Clock Plus Module - Trio Software	$ 30,542.00		$ 30,542.00	
	TOTAL Technology	**$ 166,142.00**		**$ 162,642.00**	
Public Buildings					
Building Maintenance					
	Pennell Complex Septic & Associated	$ 400,000.00		$ 400,000.00	
	Pennell Media/IT Room Closet	$ 10,000.00		$ 10,000.00	
	Pennell Staff Door Replacement	$ 6,500.00		$ 6,500.00	
	Central Station Door Replacement	$ 12,000.00		$ 12,000.00	
	Public Works Stack Replacement	$ 10,000.00		$ 10,000.00	
	PW/PS Overhead Door Repairs	$ 15,000.00		$ 15,000.00	
	~~Library Unfinished Area Build Out~~	~~$ 100,000.00~~		$ -	
	Library Building Repairs	$ 10,000.00		$ 10,000.00	
	Gray Historical Fire Escape	$ 20,000.00		$ 20,000.00	
	Manual Arts Conversion	$ 180,000.00	**$ 763,500.00**	$ 180,000.00	**$ 663,500.00**
HVAC					
	Manual Arts- Heat Pumps	$ 15,000.00		$ 15,000.00	
	Pennell HVAC Repairs	$ 10,000.00	**$ 25,000.00**	$ 10,000.00	**$ 25,000.00**
Safety					
	Gray Historical Fire Alarm Panel	$ 25,000.00		$ 25,000.00	
	Newbegin/Library Access Control Change	$ 26,500.00		$ 26,500.00	
	Manual Arts Fire Alarm	$ 13,000.00		$ 13,000.00	
	Manual Arts Intrusion/Access Control	$ 25,000.00		$ 25,000.00	
	MSW Drain Line & Alarm	$ 5,000.00		$ 5,000.00	
	Library Additional Access Control Doors	$ 6,000.00		$ 6,000.00	
	Newbegin Additional Access Control Doors	$ 6,000.00	**$ 106,500.00**	$ 6,000.00	**$ 106,500.00**
Gounds Maintenance					
	Transfer Station Drainage	$ 15,000.00		$ 15,000.00	
	Welcome To Gray Sign-Turnpike Reskin	$ 10,000.00		$ 10,000.00	
	Public Services LED Sign	$ 22,000.00	**$ 47,000.00**	$ 22,000.00	**$ 47,000.00**
Equipment					
	Skid Lift	$ 20,600.00		$ 20,600.00	
	Trailer	$ 8,500.00	**$ 29,100.00**	$ 8,500.00	**$ 29,100.00**
Recreation Facilities					
	Libby Hill/VALT Winter Path Machine	$ 6,000.00	**$ 6,000.00**	$ 6,000.00	
Reserve					
	Reserve Account	$ 15,000.00		$ 15,000.00	
	TOTAL Public Buildings	**$ 992,100.00**		**$ 892,100.00**	
Debt Service					
	General Obligation Bond-Bridges/Road (FY 2015-FY 2024)	$ 80,485.00		$ 80,485.00	

	General Obligation Bond-Library (FY 2015-FY 2024)	$ 82,715.00	$ 82,715.00
	General Obligation Bond-PW/Transfer Station (FY 2010-FY 2030)	$ 202,400.00	$ 202,400.00
	General Obligation Bond-Pennell (FY 2010-FY 2030)	$ 151,800.00	$ 151,800.00
	General Obligation Bond-Town Wide (FY 2019-2039)	$ 472,825.00	$ 472,825.00
	Village Gateway Property Bond	$ 106,236.62	$ 106,236.62
	Excavator Payment(FY 2023-FY2025)	$ 54,021.91	$ 54,021.91
	TOTAL Debt Service	**$ 1,150,483.53**	**$ 1,150,483.53**
Land Acquisition			
	Land Acquisition	$ 50,000.00	$ 50,000.00
	Total Land Acquisition	**$ 50,000.00**	**$ 50,000.00**
Parks & Recreation			
	Basketball Court Lights	$ 2,500.00	$ 2,500.00
	Skateboard Park	$ 10,000.00	$ 10,000.00
	TOTAL Parks & Recreation	**$ 12,500.00**	**$ 12,500.00**
Library			
	Meeting Room Chairs & Tables	~~$ 20,000.00~~	$ 10,000.00
	Public Computing Lab Table	$ 8,000.00	$ 8,000.00
	Total Library	**$ 28,000.00**	**$ 18,000.00**
Professional Services			
	Village Utilities-explore feasibility & cost estimates	$ 20,000.00	$ 20,000.00
	Annual Water Sampling:Presumpscot Regional Land Trust	$ 5,000.00	$ 5,000.00
	Revaluation (Sinking Fund Year 3 of 6)	$ 50,000.00	$ 50,000.00
	Comp Plan Implementation	$ 30,000.00	$ 30,000.00
	Village Stromwater/Wastewater Feasibility	$ 25,000.00	$ 25,000.00
	Total Professional Services	**$ 130,000.00**	**$ 130,000.00**
TOTAL CAPITAL PROJECTS REQUEST FY 2024		**$ 3,510,725.53**	**$ 3,466,225.53**

Bond Payment Schedule

Debt Service Description	Maturity Date	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
Pennell Bond	4/15/2030	156,300.00	151,800.00	147,000.00	142,200.00	137,400.00	132,600.00	127,700.00	122,800.00		
Public Works/Transfer Station Bond	4/15/2030	208,400.00	202,400.00	196,000.00	189,600.00	183,200.00	176,800.00	170,150.00	163,750.00		
Bridges/Roads Bond	1/15/2024	171,685.00	80,485.00								
Library Expansion Bond	1/15/2024	176,415.00	82,715.00								
Equipment Bond	10/15/2039	487,225.00	472,825.00	458,425.00	444,025.00	429,625.00	415,225.00	400,825.00	141,906.00	133,547.00	130,266.00
Village Gateway Property Bond	7/16/2026	106,236.62	106,236.62	106,236.62	106,236.62	106,236.61					
Excavator	8/23/2024	54,021.91	54,021.91	54,021.91							
TOTAL DEBT SERVICE		**1,306,261.62**	**1,096,461.62**	**907,661.62**	**882,061.62**	**856,461.61**	**724,625.00**	**698,675.00**	**428,456.00**	**133,547.00**	**130,266.00**

TIF

Gray Water District 2003C 119,160.10 Last Payment Paid 10/27/2022 Due 11/01/2022

5,407,686.00

10231341
-3958889
11,367,204.00
780,000.00
18,419,656.00
4,604,914.00

802,772.00

FY2023 Debt Service Payment

Obligation	Amount	Due	Paid
Village Gateway	$ 106,236.62	7/16/2022	7/11/2022
Equipment Bond	$ 427,212.50	10/15/2022	10/11/2022
	$ 60,012.50	4/15/2023	
Public Works/Pennell	$ 318,400.00	10/15/2022	10/11/2022
	35,250.00	4/15/2023	
Library/Roads	344,900.00	7/15/2021	7/7/2022
	3,200.00	1/15/2023	1/15/2023

CIP Reserve Fund Projection
with lease purchase of Pumper & Excavator in FY 2023

Capital Reserve Fund Balance 6/30/2022 Audit:										
FY 2023 CIP:	**(382,935.00)**									
Minus FY2022 CIP Carryforwards:	**-**									
Trade In of Public Safety Vehicles:	**-**									
Village TIF:	**-**									
ARPA Funds:	**-**									
Capital Reserve Fund Balance Available for FY 2023:	**(382,935.00)**									
Funding per Fiscal Year from the General Fund:	**2,000,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**	**1,850,000.00**

SCHEDULED PAYMENTS

Debt Service Description	**Maturity Date**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**	**FY 2032**
Pennell Bond	4/15/2030	156,300.00	151,800.00	147,000.00	142,200.00	137,400.00	132,600.00	127,700.00	122,800.00		
Public Works/Transfer Station Bond	4/15/2030	208,400.00	202,400.00	196,000.00	189,600.00	183,200.00	176,800.00	170,150.00	163,750.00		
Bridges/Roads Bond	1/15/2024	171,685.00	80,485.00								
Library Expansion Bond	1/15/2024	176,415.00	82,715.00								
Hamilton Property Bond	7/16/2026	106,236.62	106,236.62	106,236.62	106,236.62	106,236.62					
Equipment Bond	10/15/2039	487,225.00	472,825.00	458,425.00	444,025.00	429,625.00	415,225.00	400,825.00	141,906.00	133,547.00	130,266.00
Excavator	8/23/2024	54,021.91	54,021.91	54,021.91							
		-	-	-	-	-	-	-			
TOTAL DEBT SERVICE		**1,360,283.53**	**1,150,483.53**	**961,683.53**	**882,061.62**	**856,461.62**	**724,625.00**	**698,675.00**	**428,456.00**	**133,547.00**	**130,266.00**

SCHEDULED REQUESTS

	FY 2023	**FY 2024**	**FY 2025**	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**	**FY 2032**
Road Resurfacing	511,650.00	752,000.00	500,000.00	500,000.00	500,000.00	500,000.00	550,000.00	500,000.00	500,000.00	500,000.00
Bridge Repair and Replacement	-	121,000.00	75,000.00	75,000.00	75,000.00	-	-	-	-	-
Fire and Public Safety	262,935.00	8,500.00	930,770.00	8,725.00	359,320.00	86,725.00	58,725.00	2,971,725.00	72,373.00	725,000.00
PW & Town Vehicles & Equipment	52,938.00	149,000.00	82,236.00	274,318.00	123,248.00	429,000.00	491,568.00	481,318.00	215,000.00	391,183.00
Sidewalks	-	20,000.00	206,400.00	34,650.00	-	-	15,000.00	-	-	-
Technology	22,800.00	162,642.00	34,150.00	34,900.00	31,700.00	51,600.00	31,900.00	36,300.00	15,600.00	36,900.00
Public Buildings	613,715.00	892,100.00	94,500.00	7,500.00	343,200.00	137,000.00	51,000.00	91,000.00	60,000.00	-
Land Acquisition Fund	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Parks & Recreation	25,500.00	12,500.00	8,400.00	-	-	-	-	-	-	-
Library	-	18,000.00	-	-	-	-	-	-	-	-
Miscellaneous	137,000.00	130,000.00	50,000.00	50,000.00	50,000.00	50,000.00	-	-	-	-
TOTAL REQUESTS	**1,676,538.00**	**2,315,742.00**	**2,031,456.00**	**1,035,093.00**	**1,532,468.00**	**1,304,325.00**	**1,248,193.00**	**4,130,343.00**	**912,973.00**	**1,703,083.00**
Capital Reserve Fund Balance (per year)	**(1,419,756.53)**	**(3,035,982.06)**	**(4,179,121.59)**	**(4,246,276.21)**	**(4,785,205.83)**	**(4,964,155.83)**	**(5,061,023.83)**	**(7,769,822.83)**	**(6,966,342.83)**	**(6,949,691.83)**

		FY23	**FY24**
Total Percentage of Overall Budget	Capital/Debt	37%	36%

GRANGE NO.41 SCHOLARSHIP FUND COMMITTEE

Establishment

There shall be a Gray Grange No. 41 Scholarship Fund Committee consisting of three (3) members. The three (3) members shall consist of the Principal of the Gray-New Gloucester High school, one (1) person appointed by the Town Council, and one (1) resident of the Town of Gray who initially shall be, or was a former member of Gray Grange No. 41. Committee members shall be appointed by the Town Council, in accordance with the terms and conditions of the Gray Grange No. 41 Scholarship Fund, for three (3) staggered terms.

Duties

1. The Committee shall be responsible for the Gray Grange No. 41 Scholarship Fund for postsecondary education. Selected recipients must be residents of the Town of Gray, pursuing postsecondary education.
2. The Committee's responsibilities shall be carried out in accordance with the terms and conditions of the Gray Grange No. 41 Scholarship Fund formally accepted by the Gray Town Council on May 7, 1991, and signed by Gordon Kimball, Sr. Treasurer of Gray Grange No. 41 on July 25, 1991.

Committee Members

Name	Phone Number	Term Expires
Vacant		2017
Vacant		2018
Vacant		2019

- Town Council Board/Committee Liaisons
- Town of Gray Committee Policy

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Committee Members

Name	Phone Number	Term Expires
Vacant		2017
Vacant		2018
Vacant		2019

- Town Council Board/Committee Liaisons
- Town of Gray Committee Policy

GRAY GRANGE NO. 41 SCHOLARSHIP FUND

Terms and Conditions

1. Gray Grange No. 41 hereby transfers to the Town of Gray the sum of $15,375.15 plus the accrued interest in the amount of $ 1,058.31, as of July 25, 1991, to establish the GRAY GRANGE NO. 41 SCHOLARSHIP FUND which the Town of Gray accepts, and all funds so transferred, as well as any future funds received by the Town of Gray to be added to this scholarship fund, shall be held in trust by the Town of Gray for the purposes hereinafter set forth.

2. This scholarship is established in recognition of the contributions made to the Town of Gray by Gray Grange No. 41 and of values for which the Grange was established and has stood for over the years in the hope that such values may be instilled in future generations.

3. The Town of Gray shall invest and manage the GRAY GRANGE NO. 41 SCHOLARSHIP FUND in accordance with the provisions of 30-A M.R.S.A. 5706 as the same exist or may hereinafter be amended, provided such investment shall be in insured investments or accounts. The principal of said FUND shall not be invaded; the income only (or portion thereof as determined in the sole discretion of the Scholarship Fund Committee hereinafter established) shall be used for scholarship accounts.

4. Commencing with candidate selections in June of 1991 and actual grant distributions in 1992 as provided below, the income only (or portion thereof) from the GRAY GRANGE NO. 41 SCHOLARSHIP FUND shall be used for scholarship grants in the amount of Two Hundred and Fifty Dollars ($250.00) each, to selected recipients. Candidates must be residents of the Town of Gray, pursuing post-secondary education.

All applicants for a grant must furnish two letters of recommendation, a grade transcript and proof of admission to an accredited post secondary educational institution.
Candidate selections shall be made by the committee no later than May 31 each year, and the grants shall be distributed in the second semester of the first year of post secondary education and may be renewed thereafter if in the judgement of the Committee such renewal is warranted. The amount of the annual scholarship grants may be changed each year prior to solicitation of applications by vote of the Committee provided in no instance may the trust principal be invaded.

5. The selection of scholarship recipients shall be made by a committee to be known as the GRAY GRANGE NO. 41 SCHOLARSHIP FUND COMMITTEE comprised of the following five members:

- Principal of the Gray-New Gloucester High School
- One person appointed by the Gray Town Council
- Three public members who are residents of the Town of Gray and who initially shall be members or former members of Gray Grange No. 41.
- Committee members will serve three and five year staggered terms.

The three original public members shall be selected by Gray Grange No. 41. After the initial selection of public committee members, vacancies of public committee members shall be filled as necessary by a majority vote of the Gray Town Council, and consideration shall be given to selecting members or former members of Gray Grange No. 41 and former recipients of these scholarship grants. The Committee shall be responsible each year for publicizing the availability of the scholarship.

If the Gray-New Gloucester High School shall cease to exist, the principal of the high school then serving the majority of high school students from the Town of Gray shall succeed as a member of the Committee.

If the position of principal shall cease to exist, then the Gray Town Council shall designate an appropriate school position, the occupant of which shall replace that position on the Committee.

6. The Town of Gray shall make a reasonable effort to maximize the income earned on this scholarship fund, but neither the Town nor any of its officers, agents or employees shall be liable for failing to maximize such income.

Formally accepted May 7, 1991 in present form by the Gray Town Council

Paul Bird

Paul Bird, Town Clerk

I, Gordon L. Kimball, Sr. on behalf of the Gray Grange No. 41 on July 25, 1991, presented to the Town of Gray a check in the amount of $15,375.15 plus the accrued interest in the amount of $ 1,058.31, as of July 25, 1991, to establish the Gray Grange No. 41 Scholarship Fund.

Gordon L Kimball Sr 7-25-91

Gordon L. Kimball, Sr.
Treasurer, Gray Grange No. 41

ARPA Expenditure Tracksheet
FY 2022 2/13/2023

Total Amount Receieved 434,239.37

Expense Description	Amount	Expense Description	Amount
11/26/21 Payroll (Dist)	$ 2,517.30		
11/26/21 Payroll(MTaxTot)	$ 35.76		
11/26/21 Payroll(FICATot)	$ 152.88		
12/10/21 Payroll (Dist)	$ 2,517.30		
12/10/21 Payroll(MTaxTot)	$ 35.97		
12/10/21 Payroll(FICATot)	$ 153.77		
12/24/21 Payroll (Dist)	$ 2,517.30		
12/24/21 Payroll(MTaxTot)	$ 35.97		
12/24/21 Payroll(FICATot)	$ 153.77		
01/07/22 Payroll (Dist)	$ 2,517.30		
01/07/22 Payroll(MTaxTot)	$ 35.97		
01/07/22 Payroll(FICATot)	$ 153.80		
01/21/22 Payroll (Dist)	$ 2,517.30		
01/21/22 Payroll(MTaxTot)	$ 35.61		
01/21/22 Payroll(FICATot)	$ 152.27		
02/04/22 Payroll (Dist)	$ 2,517.30		
02/04/22 Payroll(MTaxTot)	$ 35.69		
02/04/22 Payroll(FICATot)	$ 152.63		
02/18/2022 Payroll	$ 2,517.30		
02/18/2022 Payroll	$ 35.48		
02/18/2022 Payroll	$ 151.72		
03/04/2022 Payroll	$ 2,517.30		
03/04/2022 Payroll	$ 35.57		
03/04/2022 Payroll	$ 152.05		
02/28/2022 Payroll	$ 379.51		
03/18/2022 Payroll	$ 2,517.30		
03/18/2022 Payroll	$ 35.44		
03/18/2022 Payroll	$ 151.56		
04/01/2022 Payroll	$ 2,389.24		
04/01/2022 Payroll	$ 34.64		
04/01/2022 Payroll	$ 148.13		
04/15/2022 Payroll	$ 2,261.17		

04/15/2022 Payroll	$	32.33
04/15/2022 Payroll	$	138.25
04/29/2022 Payroll	$	2,261.17
04/29/2022 Payroll	$	32.61
04/29/2022 Payroll	$	139.41
05/13/2022 Payroll	$	2,261.17
05/13/2022 Payroll	$	172.97
05/27/2022 Payroll	$	2,261.17
05/27/2022 Payroll	$	170.31
06/10/2022 Payroll	$	2,261.17
06/10/2022 Payroll	$	177.49
06/24/2022 Payroll	$	2,261.17
06/24/2022 Payroll	$	32.33
06/24/2022 Payroll	$	138.25
	$	41,904.10

Report prepared 2/13/2023

ARPA Tracking

Award Amount Received	$ 868,983.25				
FY22 Expenses	$ 41,904.10				
FY23 Starting Balance	$ 827,079.15			Current FY23 Balance	$ 597,336.48

Expense Description	**Amount**				
07/08/2022 Payroll	$ 2,261.17				
7/22/2022 Payroll	$ 435.03			FY23 Total This Far	$ 229,742.67
Gray Food Pantry	$ 2,500.00		9/13/2022		
Fire Truck-Eng 41	$ 46,175.74		11/10/2022	Cummins	
Gray Water District	$ 50,000.00		2/23/2023		
Enterprise Revenue Loss	$ 30,000.00	JE			
Public Safety Command Vehicle	$ 44,348.82		8/29/2022		
Excavator 1st Payment	$ 54,021.91		8/4/2022		
				Anticpated Expense Total	$ 311,702.00

Anticpated ARPA Expenses	**Amount**		
Radio Hardware-Tower	$ 225,000.00		
Pennell Septic Down Payment	$ 50,000.00		
Sebago Lakes Chamber Request	$ 8,309.00	Balance	$ 285,634.48
Premuim Pay Increases	$ 28,393.00		

Town Manager proposed Professional Development Schedule and Budget, FY24

Event	Dates	Location	Days	Projected Event and Travel Expense	Travel	Registration	PerDiem	Hotel	Total
MTCMA Institite	8/9-8/11, 2023	Sugarloaf	3	$ 832	$ 100	$ 200	$ 132	$ 400	$ 832
ICMA Conference	9/30-10/6, 2023	Austin, TX	7	$ 3,350	$ 1,000	$ 750	$ 600	$ 1,000	$ 3,350
MMA Convention	TBD	Augusta	2	$ 216	$ 50	$ 100	$ 66	$ -	$ 216
MTCMA Fall Interchange	TBD	Maine	1	$ 200	$ 100	$ 100	$ -	$ -	$ 200
MTCMA Spring Interchange	TBD	Maine	1	$ 200	$ 100	$ 100	$ -	$ -	$ 200
New England Brownfields	TBD	NE	2	covered by US EPA grant					$ 4,798
National Brownfields	-	Detriot, MI	-	Not Attending					
			Total	$4,798					

Gray Firefighter's Union Local 5007
PO Box 1567
Gray, ME 04039

March 16, 2023

Office of the Town Manager
24 Main St.
Gray, ME 04039
Mr. Nate Rudy,

As you are aware, recruitment and retention of qualified personnel is the primary problem facing not only Gray Fire Rescue but public safety departments nationwide. Not since 2020 has GFR been able to fill its roster of available full-time positions, due to a critically small labor pool and steep competition amongst local departments to attract employees. From one town to the next, the job function varies minimally, but basic attractors like wages, overtime, and benefits run the gamut. In recent years, a fruitful relationship between GFR, leadership, yourself, and the town has created a department with excellent culture, emergency apparatus, and forward momentum. Unfortunately, for potential employees to experience what GFR has to offer, it has to be on their radar in the first place. A fire department in Southern Maine that does not offer MainePERS falls to the bottom of a prospective employees' list.

Firefighting and EMS are physically and psychologically demanding careers. The nature of MainePERS retirement plans has always been an incentive to fire/rescue workers in a field that risks more than most. Beyond retirement benefits, MainePERS adds both disability and death benefits currently lacking from the existing 457 plan that are essential in our line of work. Since 2020, GFR has seen nine full-time employees leave the department; of the seven who stayed in fire/EMS, all went to local departments with MainePERS plans.

Today, the seven existing members of Gray Firefighter's Union Local 5007 are pleased to unanimously and wholeheartedly support your proposal to offer a MainePERS 25-year 3C plan to the public safety department. We deeply value our positive relationship with yourself and look forward to providing any further support you need to secure this essential benefit.

Respectfully,

Lt. Rick Dunbar, FF/AEMT, President

Lt. Hannah Bewsey, FF/Paramedic, Vice President

Lt. John Melcher, FF/AEMT, Secretary/Treasurer

Chris Monahan, FF/Paramedic

Antonio Alviar, FF/EMT

Seth Muzichuck, FF/EMT

Caleb Cyr, FF/EMT

Town of Gray-Electrical Utility Account Numbers

MENH Solar Holdings		**Total KWh**	**Price Per kWH**
Monthly Bill Amount	**$ 3,151.98**	**41561**	**$ 0.076**
Feb-23			

Address	Building/Street/Traffic	CMP Account #	CMP Meter #	Divisional Acct	kWh	Total Portion	CMP Bill Amount
22 Main St	Buildings and Grounds-Manual Arts	3501-2514-606	L114025158	05-56-02-501	715	$ 54.23	$ 196.17
	Monument-Ligthing/Irrigation Control	3501-1217-912	G051741492	05-56-02-501	39	$ 2.96	$ 29.76
22 Main St	Recreation Storage/LL Concession	3501-0572-762	L121203708	03-21-02-501	5	$ 0.38	$ 21.39
22 Main St	Recreation-Newbegin	3501-2514-846	G045287873	03-21-02-501	3197	$ 242.46	$ 807.15
24 Main St	Pennell	3501-2518-128	L112538538	01-10-02-201	8600	$ 652.22	$ 407.25
5 Hancock St	Library	3501-2461-261	L109085297	03-20-02-501	5438	$ 412.42	$ 335.33
125 Shaker Rd	Public Safety Building	3501-2654-493	L108607546	04-41-05-501	4778	$ 362.36	$ 282.58
2 Turnpike Acres	Village Fire Station	3501-6331-411	L120750679	04-41-06-501	606	$ 45.96	$ 174.84
249 Shaker Road	Dry Mills Fire Station	3501-2800-542	G051094733	04-41-07-501	192	$ 14.56	$ 67.42
123 Shaker Rd	Public Works Garage	3501-5995-968	L112538568	05-54-02-501	6600	$ 500.54	$ 363.19
Seagull Drive	PW Pole Barn	3501-2654-097	G051548194	05-54-02-501	1066	$ 80.85	$ 278.53
Seagull Drive	PW Sand Salt Shed	3501-4053-132	L114021602	05-54-02-501	558	$ 42.32	$ 157.52
Seagull Drive	Transfer Station	3501-1220-346	L116236847	05-55-02-501	4387	$ 332.71	$ 331.63
Seagull Drive	Transfer Station-Swap Shop	3501-6922-292	L114021605	05-55-02-501	15	$ 1.14	$ 23.85
Seagull Drive	Transfer Station-Hopper Building	3501-2654-303	L109085675	05-55-02-501	1530	$ 116.03	$ 396.79
	Street Lights 551	3501-2125-262		04-43-02-850	2887	$ 218.95	$ 1,587.59
	Street Lights 441	3501-3196-155		04-43-02-850	193	$ 14.64	$ 78.37
Legrow Road	Street Light	3501-0534-606	G053049242	04-43-02-850	108	$ 8.19	$ 27.70
309 W Gray Road	Street Light	3501-1306-236	L136214870	04-43-02-850	9	$ 0.68	$ 22.38
130 Shaker Road	Traffic Light	3501-6559-821	L114025642	04-43-02-851	246	$ 18.66	$ 80.71
West Gray Rd	Traffic Light	3501-0296-693	G052743776	04-43-02-851	163	$ 12.36	$ 60.29
Gray Road	Traffic Light	3501-2288-292	G044578337	04-43-02-851	22	$ 1.67	$ 25.58
Shaker/Brown/Main Intersection	Traffic Light	3501-0303-929	G051727183	04-43-02-851	207	$ 15.70	$ 71.12
				TOTALS	**41561**	**$ 3,151.98**	**$ 5,827.14**

Monthly Bills	
Constellation Bill	$ 1,212.53
Solar Array	$ 3,151.98
	$ 4,364.51
Central Maine Power	**$ 5,827.14**
Total Difference	**$ 1,462.63**

Breakdown	
05-56-02-501	$ 57.18
03-21-02-501	$ 242.84
01-10-02-501	$ 652.22
04-41-05-501	$ 362.36
04-41-06-501	$ 45.96
04-41-07-501	$ 14.56
05-54-02-501	$ 623.71
05-55-02-501	$ 449.88
04-43-02-850	$ 242.46
04-43-02-851	$ 48.39
03-20-02-501	$ 412.42
	$ 3,151.98

Start Time	End Time	Town of Gray Landfill PV Energy production (meter) Energy Production (Meter) in Kilowatt hours
12/1/2020 0:00	1/1/2021 0:00	4611.1
1/1/2021 0:00	2/1/2021 0:00	29259.4
2/1/2021 0:00	3/1/2021 0:00	27085.2
3/1/2021 0:00	4/1/2021 0:00	55274.8
4/1/2021 0:00	5/1/2021 0:00	46488.1
5/1/2021 0:00	6/1/2021 0:00	53876.9
6/1/2021 0:00	7/1/2021 0:00	54065.1
7/1/2021 0:00	8/1/2021 0:00	42752.7
8/1/2021 0:00	9/1/2021 0:00	47541.7
9/1/2021 0:00	10/1/2021 0:00	43910.5
10/1/2021 0:00	11/1/2021 0:00	31869.7
11/1/2021 0:00	12/1/2021 0:00	38261.4
12/1/2021 0:00	1/1/2022 0:00	21203.3
1/1/2022 0:00	2/1/2022 0:00	25960.6
2/1/2022 0:00	3/1/2022 0:00	32132.1
3/1/2022 0:00	4/1/2022 0:00	47312
4/1/2022 0:00	5/1/2022 0:00	46667
5/1/2022 0:00	6/1/2022 0:00	58962.3
6/1/2022 0:00	7/1/2022 0:00	51714.6
7/1/2022 0:00	8/1/2022 0:00	59085.3
8/1/2022 0:00	9/1/2022 0:00	50970.1
9/1/2022 0:00	10/1/2022 0:00	45028.2
10/1/2022 0:00	11/1/2022 0:00	41092.8
11/1/2022 0:00	12/1/2022 0:00	35437.1
12/1/2022 0:00	1/1/2023 0:00	26153.9
1/1/2023 0:00	2/1/2023 0:00	18430
2/1/2023 0:00	3/1/2023 0:00	26871.1
3/1/2023 0:00	4/1/2023 0:00	19729.7

Position	Annual Wage / Salary	FICA 6.2%	Medicare 1.45%	Retirement Contribution 6%	Family Health Insurance#	Total	Notes
Public Services Admin	$105,000	$6,510	$1,523	$6,300	$23,400	$142,733	coordination with multiple depts.
Assistant Clerk	$43,250	$2,682	$627	$2,595	$23,400	$72,554	duties shared with admin, finance, rec
Light Equipment Operator	$47,500	$2,945	$689	$2,850	$23,400	$77,384	position split with Buildings & Grounds

Individual Health Insurance premium is $7,530

Legal 700

Through February 2023

	2020 Actual	2021 Actual	2022 Budget	2022 Actual(Unaudited)	2023 Budget	2023 YTD	2024 Initial	
Administration 01-10	$ 9,515.98	$ 11,040.96	$ 15,000.00	$ 13,506.39	$ 15,000.00	$ 21,500.07	$ 30,000.00	
Human Resources 01-15	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000.00	
Planning 01-20	$ 2,889.25	$ 3,703.63	$ 3,800.00	$ 8,774.76	$ 3,800.00	$ 9,875.00	$ 15,000.00	
Code Enforcement 01-40	$ 1,298.75	$ 2,813.38	$ 6,000.00	$ 6,115.50	$ 6,000.00	$ 8,251.25	$ 12,000.00	
Town Council 06-61	$ 17,082.57	$ 12,017.96	$ 20,000.00	$ 17,783.51	$ 20,000.00	$ 3,589.57	$ 25,000.00	
ZBA 06-62	$ 190.00	$ 102.50	$ 500.00	$ -	$ 500.00	$ 4,830.00	$ 7,000.00	
Planning Board 06-63	$ -	$ -	$ 500.00	$ 1,178.75	$ 500.00	$ 1,281.25	$ 2,500.00	
TOTAL	**$ 30,976.55**	**$ 29,678.43**	**$ 45,800.00**	**$ 47,358.91**	**$ 45,800.00**	**$ 49,327.14**	**$ 101,500.00**	

Heating Fuel 802

	2020 Actual	2021 Actual	2022 Budget	2022 Actual(Unaudited)	2023 Budget	2023 YTD	2024 Initial	
Administration 01-10	$ 7,754.44	$ 7,334.63	$ 18,275.00	$ 9,640.25	$ 14,250.00	$ 7,267.55	$ 14,250.00	
Library 03-20	$ 3,196.88	$ 4,559.50	$ 4,408.00	$ 3,819.76	$ 3,895.00	$ 2,869.27	$ 5,220.00	
Recreation 03-21	$ 9,118.29	$ 5,882.22	$ 7,525.00	$ 7,181.40	$ 6,650.00	$ 4,226.93	$ 10,150.00	
Public Safety 04-41	$ 5,386.63	$ 5,843.41	$ 8,600.00	$ 11,388.13	$ 7,600.00	$ 5,095.67	$ 11,700.00	
Dry Mills Station	$ 996.21	$ 790.62	$ 2,150.00	$ 1,159.66	$ 1,900.00	$ 1,932.64	$ 2,160.00	
Public Works 05-54	$ 9,706.10	$ 10,468.70	$ 14,350.00	$ 16,236.20	$ 13,300.00	$ 8,280.40	$ 14,400.00	
Building & Gounds 05-56	$ 2,151.57	$ 1,498.41	$ 3,010.00	$ 1,810.92	$ 2,660.00	$ 1,152.10	$ 8,100.00	Building Changing
TOTAL	**$ 38,310.12**	**$ 36,377.49**	**$ 58,318.00**	**$ 51,236.32**	**$ 50,255.00**	**$ 30,824.56**	**$ 65,980.00**	

Auto Fuel 515

	2020 Actual	2021 Actual	2022 Budget	2022 Actual(Unaudited)	2023 Budget	2023 YTD	2024 Initial	February Fuel has not been booked yet
Code Enforcement 01-40	$ 795.57	$ 1,072.42	$ 975.00	$ 969.88	$ 1,400.00	$ 581.79	$ 1,750.00	
Public Safety 04-41	$ 18,639.82	$ 17,905.75	$ 14,710.00	$ 20,257.26	$ 21,060.00	$ 19,345.70	$ 34,000.00	
Public Works 05-54	$ 32,753.16	$ 21,958.64	$ 28,650.00	$ 38,829.54	$ 41,225.00	$ 30,932.17	$ 46,500.00	
Transfer Station 05-55	$ 1,507.49	$ 1,661.08	$ 1,025.00	$ 1,772.13	$ 1,475.00	$ 1,792.05	$ 3,600.00	
Buildings & Grounds 05-56	$ 1,455.68	$ 2,155.97	$ 2,296.00	$ 3,647.10	$ 5,163.00	$ 3,726.08	$ 7,450.00	
Law Enforcement 08-71	$ 5,074.49	$ 7,808.49	$ 9,900.00	$ 7,890.60	$ 9,900.00	$ 9,125.25	$ 22,050.00	
TOTAL	**$ 60,226.21**	**$ 52,562.35**	**$ 57,556.00**	**$ 73,366.51**	**$ 80,223.00**	**$ 65,503.04**	**$ 115,350.00**	

Water 506

	2020 Actual	2021 Actual	2022 Budget	2022 Actual(Unaudited)	2023 Budget	2023 YTD	2024 Initial	
Administration 01-10	$ 786.99	$ 1,223.71	$ 1,388.00	$ 1,267.09	$ 1,457.00	$ 990.08	$ 1,800.00	
Library 03-20	$ 866.41	$ 1,223.71	$ 1,388.00	$ 1,419.07	$ 1,457.00	$ 990.08	$ 1,560.00	
Recreation 03-21	$ 521.78	$ 710.60	$ 882.00	$ 769.30	$ 918.00	$ 607.55	$ 816.00	
Public Safety 04-41	$ 866.41	$ 1,223.71	$ 1,388.00	$ 1,267.09	$ 1,457.00	$ 990.08	$ 1,662.00	
Public Works 05-54	$ 866.41	$ 1,223.71	$ 1,388.00	$ 1,212.49	$ 1,457.00	$ 990.08	$ 1,560.00	
Transfer Station 05-55	$ 1,800.96	$ 2,225.18	$ 2,360.00	$ 2,288.36	$ 2,476.00	$ 1,717.40	$ 2,760.00	
Building & Grounds 05-56	$ 537.83	$ 390.46	$ 1,236.00	$ 977.83	$ 1,236.00	$ 324.35	$ 1,836.00	New Building
TOTAL	**$ 6,246.79**	**$ 8,221.08**	**$ 10,030.00**	**$ 9,201.23**	**$ 10,458.00**	**$ 6,609.62**	**$ 11,994.00**	

Electricity 501

	2020 Actual	2021 Actual	2022 Budget	2022 Actual(Unaudited)	2023 Budget	2023 YTD	2024 Initial
Administration 01-10	$ 11,439.58	$ 34,385.49	$ 13,000.00	$ 46,915.94	$ 13,000.00	$ 10,931.83	$ 20,000.00
Library 03-20	$ 8,336.64	$ 5,933.07	$ 9,000.00	$ 3,594.15	$ 9,000.00	$ 4,178.15	$ 4,500.00
Recreation 03-21	$ 3,917.87	$ 3,375.68	$ 3,600.00	$ -	$ 3,600.00	$ 6,906.47	$ 19,200.00
Public Safety 04-41	$ 7,907.08	$ 5,693.31	$ 8,500.00	$ 4,597.86	$ 8,500.00	$ 8,239.67	$ 15,300.00
Public Works 05-54	$ 10,333.22	$ 7,393.29	$ 12,000.00	$ 7,333.64	$ 12,000.00	$ 8,569.94	$ 15,000.00
Transfer Station 05-55	$ 7,938.21	$ 4,769.85	$ 8,000.00	$ 1,591.69	$ 8,000.00	$ 4,116.29	$ 8,100.00
Building & Grounds 05-56	$ 968.66	$ 703.39	$ 1,100.00	$ 102.83	$ 1,100.00	$ 551.01	$ 4,176.00
TOTAL	**$ 50,841.26**	**$ 62,254.08**	**$ 55,200.00**	**$ 64,136.11**	**$ 55,200.00**	**$ 43,493.36**	**$ 86,276.00**

FY23 Contingency Funds As of 3/20/2023

Department	Account #	Amount Budgeted	Amount Expended	Balance
Administration	01-10-02-900	$ 25,000.00	$ 5,796.80	$ 19,203.20
Community Info	01-65-02-900	$ -		
Council	06-61-02-900	$ -		

TOWN OF GRAY
Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE TOWN MANAGER
Nate Rudy, Town Manager
nrudy@graymaine.org
(207) 657-3339

March 22, 2023

MEMORANDUM

TO: Gray Town Council

RE: March 19, 2023 summary of email discussion between Council Chair Carder, Town Manager Nate Rudy, and Recreation Director Anthony Dahms regarding the viability of purchasing and operating a transportation van for the Recreation department.

Sandy Carder to Nate Rudy: This cycle, we have asked Anthony to identify the van/vehicle he would propose to satisfy his desire to have some type of transportation for rec programming along with the associated costs. We also would like to know if we can use Sub D funds to lease/purchase or purchase outright this vehicle. I will log this under follow-up.

Nate Rudy to Anthony Dahms: Please make a proposal, but per our discussion this week I was advised by RTP that the training, insurance, and other logistics of running a van service is frustrating and probably cost prohibitive. If the goal is to have a van for "field trip" programming within Rec, that is a separate convo, but we need to be clear whether the intent of this van is to also be used for point-to-point ride service, which I do not support at this time but am willing to discuss.

Anthony to Nate Rudy: I'm not certain the current size of the Rec dept. could handle the logistics of ride services without a robust volunteer base. Field trip use was my primary goal. In my early search for a van, it appears the market is still not favorable towards a van purchase. The only ones I've found are high mileage, priced close to $40,000 and up, and are located far away. A dealership I contacted about a new vehicle purchase said they are still 12-18 months away from having the inventory. I threw the question out to an online message board of recreational professionals, asking if they'd gotten any quotes or had any luck with dealers on vans, and we're not the only people struggling to find inventory.

Nathaniel Rudy

From: Mose Russo
Sent: Thursday, March 16, 2023 2:06 PM
To: Nathaniel Rudy
Cc: Anthony Dahms; Finance Director
Subject: Stillwater Field FY 2024

Hi Nate,

With the understanding that the Town will likely take possession of the Stillwater CZA field in FY 2024 I would propose an additional 3" of loam on top of the CZA specified 3". The soils throughout Town have proven to be well draining. Water does not get held up in the soils long enough to effectively help grow the grass. When the test pits were dug in the Pennell Softball field to determine location of the new septic system, the areas where there were 3" of loam the turf was not healthy. In areas of greater than 3" and especially near 6" the turf was much more lush.

I would ask that the Town budget $20,000 for the expense of adding the additional loam to the field before it is seeded. I believe this request could be funded from the Sub-D Account as this would be an expansion of Recreation.

Please let me know if you have any questions.

Thank you,
Mo

Mo Russo III
Director of Buildings and Grounds
Town of Gray
22B Main Street, Gray, ME 04039
(207)-657-3339 ext.131
mrusso@graymaine.org
Office Hours:M-F 6:00AM-2:00PM

CERTIFIED PLAYGROUND
SAFETY INSPECTOR

This electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it, may be considered public records, and may therefore be subject to public record requests for review and copying under Maine's Right to Know Law (Title 1, 401-521 of the Maine Revised Statutes).

TOWN OF GRAY
Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

DEPARTMENT OF BUILDINGS AND GROUNDS
Mo Russo III, Director
mrusso@graymaine.org
207-657-3339 ext.131

MEMO

To: Nate Rudy, Town Manager
Gray Town Council

From: Mo Russo, Director of Buildings and Grounds

Date: March 16, 2023

Re: Sign Making

In my initial CIP request to, I included the following projects: Public Services Sign and Welcome to Gray Turnpike sign as needing to be replaced. The estimated cost of these combined projects is $40,000. $32,000 is in the proposed CIP budget with an anticipated carryforward of $8,000 from FY2023 CIP.

Considering continual delays from our current sign vendor with the fabrication and installation of the “Welcome to Gray” and “Entering Gray Village” signs, the prolonged process of the Pennell Sign project, and the rising costs to have vendors perform this work I would like to propose this option.

The Buildings and Grounds Department could take on the fabrication and installation of these sign projects, in the future we would be able to fabricate additional signs in a more timely manner. The upfront cost to purchase the equipment for fabricating signs is approximately $1,500. The cost to fabricate the signboards for the Turnpike location and the Public Services Complex is $3,000. These items could be funded from the anticipated $8,000 balance of this year’s sign project.

This option would not have been possible previously as the department did not have the shop space to perform fabrication of projects this large in the Manual Arts Building.

The remaining $3,500 of the $8,000 balance of this year’s project would be a requested carryforward to cover the cost of the new dedicated circuit for the LED sign at the Public Services Complex and associated electrical work. The amount requested for FY2024 CIP would reduce from $32,000 to $16,000.

Proposed Solution

A xerox™ Business Solutions Company

SALES REP	PO #	PAYMENT TERMS	SERVICE PAYMENT	MPS PAYMENT	ORDER DATE
Charles Clarke		Net 10	N/A	N/A	03/16/2023

BILL TO		CONTACT	
CUSTOMER #	TO50	CONTACT	Nathaniel Rudy
CUSTOMER NAME	TOWN OF GRAY	PHONE	(207) 657-3339 ext. 5
ADDRESS	HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY,ME 04039	EMAIL	nrudy@graymaine.org

EQUIPMENT INFORMATION

QTY	ITEM #	DESCRIPTION	LOCATION	PRICE	EXTENDED PRICE
1	PFPRO-120-N	Digitech PaperFlow Pro Click 120K Pages Per Year	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$3,050.00	$3,050.00
1	PFPRO-120-N-M	Digitech PaperFlow Pro Click 120K Pages Per Year, Maintenance & Support	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$550.00	$550.00
1	PS-INSTALL-DIG	Cranel Professional Services Installation for Digitech	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$6,995.00	$6,995.00
1	Image Silo	10GB Annual Storage , Unlimited Users	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$6,720.00	$6,720.00
1	Scanner	Epson DS-870 Scanner	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$1,099.00	$1,099.00
1	Scanner	Epson DS-530 II Scanner	TOWN OF GRAY HENRY PENNELL MUNICIPAL COMPLEX 24 MAIN STREET GRAY, ME 04039	$429.00	$429.00

Software

Comments

EQUIPMENT SUBTOTAL	$0.00
SOFTWARE SUBTOTAL	$18,843.00
TAX	$0.00
TOTAL	$18,843.00

Truck Comparison

		Ford Lightenting	Ford F-150
Purchase Price		59,474	41,800
Tax Credit (applied to dealer)		(7,500)	
Charging Equipment		1,500	
Net Cost		53,474	41,800
Annual Miles		10,000	10,000
MPG			21
Gas price per mile			5.52
Maintenance per Mile		0.05	0.11
Miles per kwh		2.35	
Cost Per kwh		0.15	
Operating Costs			
Fuel / Electricity Costs	5	3,191.49	13,142.86
Maintenance Costs		2,500	5,500
Total Cost of Ownership		**59,165**	**60,443**

Comparable Fuel Efficient Trucks

	Ford Ranger	Ford Maverick Hybrid	Ford F-150 Hybrid
MSRP	27,400	24,885	41,800
	27,400	24,885	41,800
Annual Mil	10,000	10,000	10,000
MPG	26	37	24
Gas price p	5.52	5.52	5.52
Maintenan	0.11	0.11	0.11
	10,615.38	7,459.46	11,500.00
	5,500	5,500	5,500
	38,015	**37,844**	**58,800**

Comparable SUVs - Hybrid

Hyundai Santa Fe	Rav 4 Prime	Toyota Highlander Hybrid
35,190	42,340	40,220
35,190	42,340	40,220
5,000	5,000	5,000
36	38	35
5.52	5.52	5.52
0.11	0.11	0.11
3,833.33	3,631.58	3,942.86
2,750	2,750	2,750
39,023	**48,722**	**46,913**

Account	Name	Beginning Balance FY 2009		Expenses		Revenue	Ending Balance FY 2009
6-401-00	Northbrook #1	77,455.15		145,009.51		110,672.05	43,117.69
6-402-00	South Gray #2	479,147.73		124,192.16		196,057.82	551,013.39
	TOTALS	**556,602.88**		**269,201.67**		**306,729.87**	**594,131.08**

Account	Name	Debt Service End Date	Beginning Balance FY 2010		Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2010
6-401-00	Northbrook #1	Mar-27	43,117.69		175,771.53		114,309.52	(18,344.32)
6-402-00	South Gray #2	Nov-28	551,013.39		124,034.38	9,621.25	201,610.65	638,210.91
	TOTALS		**594,131.08**		**299,805.91**	**9,621.25**	**315,920.17**	**619,866.59**

Account	Name	End Date	Beginning Balance FY 2011	Correction	Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2011
6-401-00	Northbrook #1	Mar-27	(18,344.32)	50,000.00	86,496.37		112,688.00	57,847.31
6-402-00	South Gray #2	Nov-28	638,210.91	(125,310.97)	123,823.37	3,010.09	196,924.00	589,010.66
	TOTALS		**619,866.59**	**(75,310.97)**	**210,319.74**	**3,010.09**	**309,612.00**	**646,857.97**

Account	Name	End Date	Beginning Balance FY 2012		Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2012
6-401-00	Northbrook #1	Mar-27	57,847.31		78,830.03		105,679.24	84,696.52
6-402-00	South Gray #2	Nov-28	589,010.66		123,643.38	2,242.33	187,248.00	654,857.61
	TOTALS		**646,857.97**		**202,473.41**	**2,242.33**	**292,927.24**	**739,554.13**

Account	Name	End Date	Beginning Balance FY 2013		Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2013
6-401-00	Northbrook #1	Mar-27	84,696.52		76,934.11		106,105.97	113,868.38
6-402-00	South Gray #2	Nov-28	654,857.61		113,226.51	1,350.61	209,149.00	752,130.71
	TOTALS		**739,554.13**		**190,160.62**	**1,350.61**	**315,254.97**	**865,999.09**

Account	Name	End Date	Beginning Balance FY 2014	Revenue	Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2014
6-401-00	Northbrook #1	Mar-27	113,868.38	1,677.68	79,638.70		114,245.00	150,152.36
6-402-00	South Gray #2	Nov-28	752,130.71		801,630.02	1,221.88	211,440.00	163,162.57
	TOTALS		**865,999.09**		**881,268.72**	**1,221.88**	**325,685.00**	**313,314.93**

Account	Name	End Date	Beginning Balance FY 2015	Revenue	Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2015
6-401-00	Northbrook #1	Mar-27	150,152.36		80,045.99		119,332.44	189,438.81
6-402-00	South Gray #2	Nov-28	163,162.57		139,334.51	394.59	234,797.00	259,019.65
	TOTALS		**313,314.93**		**219,380.50**	**394.59**	**354,129.44**	**448,458.46**

Account	Name	End Date	Beginning Balance FY 2016	Transfer	Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2016
6-401-00	Northbrook #1	Mar-27	189,438.81		76,784.47		118,241.00	230,895.34
6-402-00	South Gray #2	Nov-28	259,019.65	(30,965.00)	145,288.64	410.99	237,288.00	320,465.00
	TOTALS		**448,458.46**	**(30,965.00)**	**222,073.11**	**410.99**	**355,529.00**	**551,360.34**

Account	Name	End Date	Beginning Balance FY 2017	Transfer	Expenses	REVENUE Interest	REVENUE Taxes	Ending Balance FY 2017
6-401-00	Northbrook #1	Mar-27	230,895.34	(35,000.00)	73,724.65		114,255.13	236,425.82
6-402-00	South Gray #2	Nov-28	320,465.00	1,315.00	119,060.67	838.90	248,958.00	452,516.23
	TOTALS		**551,360.34**		**192,785.32**	**838.90**	**363,213.13**	**688,942.05**

Beginning Balance **REVENUE** **Ending Balance**

Account	Name	End Date	FY 2018	Transfer	Expenses	Interest	Taxes	FY 2018
6-401-00	Northbrook #1	Mar-27	236,425.82		75,639.00		125,969.00	286,755.82
6-402-00	South Gray #2	Nov-28	452,516.23	(264.00)	119,344.00	1,324.00	262,650.00	596,882.23
	TOTALS		**688,942.05**		**194,983.00**	**1,324.00**	**388,619.00**	**883,638.05**

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2019**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2019**
6-401-00	Northbrook #1	Mar-27	286,755.82		101,785.00		176,074.00	361,044.82
6-402-00	South Gray #2	Nov-28	596,882.23	-	130,383.00		292,956.00	759,455.23
6-403-00	Village Tif #3	June 2048					100,855.00	100,855.00
	TOTALS		**883,638.05**		**232,168.00**	**-**	**569,885.00**	**1,221,355.05**

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2020**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2020**
6-401-00	Northbrook #1	Mar-27	361,044.82		247,757.00		227,117.00	340,404.82
6-402-00	South Gray #2	Nov-28	759,455.23	-	129,758.00	3,337.00	323,960.00	956,994.23
6-403-00	Village Tif #3	June 2048	100,855.00				134,200.00	235,055.00
	TOTALS		**1,221,355.05**		**377,515.00**	**3,337.00**	**685,277.00**	**1,532,454.05**

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2021**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2021**
6-401-00	Northbrook #1	Mar-27	340,404.82		179,825.00		244,910.00	405,489.82
6-402-00	South Gray #2	Nov-28	956,994.23	-	129,291.00	1,979.00	333,820.00	1,163,502.23
6-403-00	Village Tif #3	June 2048	235,055.00				130,093.00	365,148.00
	TOTALS		**1,532,454.05**		**309,116.00**	**1,979.00**	**708,823.00**	**1,934,140.05**

<u>Hypothetical Projections for FY 2028</u>

Northbrook - $786,000 (Last year is FY2027)
South Gray - $2,175,000
Village Area - $1,018,000

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2022**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2022**
6-401-00	Northbrook #1	Mar-27	405,489.82		184,220.00		248,172.00	469,441.82
6-402-00	South Gray #2	Nov-28	1,163,502.23	(245,410.00)	130,000.00	1,500.00	332,229.00	1,121,821.23
6-403-00	Village Tif #3	June 2048	365,148.00	(75,000.00)			111,281.00	401,429.00
	TOTALS		**1,934,140.05**		**314,220.00**	**1,500.00**	**691,682.00**	**1,992,692.05**

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2023**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2023**
6-401-00	Northbrook #1	Mar-27	469,441.82		171,753.00		235,127.00	532,815.82
6-402-00	South Gray #2	Nov-28	1,121,821.23	(495,000.00)	611,916.10	-	359,946.00	374,851.13
6-403-00	Village Tif #3	June 2048	401,429.00	-	126,000.00		123,856.00	399,285.00
	TOTALS		**1,992,692.05**		**909,669.10**	**-**	**718,929.00**	**1,306,951.95**

$495,000 GWD Transfer	$100,000 Village Planning
$500,000 Yarmouth Road Project	$26,000 Route 26 Signage
$119,160.10 GWD Bond Payment	

			Beginning Balance			REVENUE		Ending Balance
Account	**Name**	**End Date**	**FY 2024**	**Transfer**	**Expenses**	**Interest**	**Taxes**	**FY 2024**
6-401-00	Northbrook #1	Mar-27	532,815.82		171,753.00		235,127.00	596,189.82
6-402-00	South Gray #2	Feb-28	374,851.13	-	-	-	359,946.00	734,797.13
6-403-00	Village Tif #3	June 2048	399,285.00	-	-		123,856.00	523,141.00
	TOTALS		**1,306,951.95**		**171,753.00**	**-**	**718,929.00**	**1,854,127.95**

TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE ASSESSOR
Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

To: Town Council
From: Lauren Asselin
Date: January 4, 2023
Subject: Northbrook TIF Expiration

The Northbrook TIF will expire on March 30, 2027. The combined assessed value of Real Estate and Personal Property located in this TIF District for the 2023 tax commitment was $21,496,000.

The State Valuation figure for the Town of Gray was $1,267,350,000 for fiscal year 2023. The County Tax was $792,460 (.0625%) and the Education figure was $10,893,600 (.8595%). Revenue Sharing was $1,123,991.20.

<u>Note: The following calculations are hypothetical and based on data available at this time.</u>

If the Northbrook TIF had expired prior to the 2023 tax commitment, the $21,496,000 addition to the commitment would have resulted in an increase in tax revenue of $235,127. The $21,496,000 would also have been included in the State Valuation figure increasing that number to $1,288,846,000. The new State Valuation would have decreased Revenue Sharing by $31,048. Applying the above referenced County Tax and Education percentages to the new State Valuation figure results in an increase in the County Tax of $13,069 and an increase in the Education figure of $184,015. The combined increase (Revenue Sharing, County and School) is $228,132.

The difference between the increased tax revenue of $235,127 and the hypothetical increase in expenses of $228,132 is $6,995.

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OFFICE OF THE ASSESSOR
Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

To: Town Council
From: Lauren Asselin
Date: March 13, 2023
Subject: Route 100 TIF Expiration

The Route 100 TIF will expire on February 18, 2028. The combined assessed value of Real Estate and Personal Property located in this TIF District for the 2023 tax commitment was $34,256,560.

The State Valuation figure for the Town of Gray was $1,267,350,000 for fiscal year 2023. The County Tax was $792,460 (.0625%) and the Education figure was $10,893,600 (.8595%). Revenue Sharing was $1,123,991.20.

Note: The following calculations are hypothetical and based on data available at this time.

If the Route 100 TIF had expired prior to the 2023 tax commitment, the $34,256,560 addition to the commitment would have resulted in an increase in tax revenue of $359,946. The $34,256,560 would also have been included in the State Valuation figure increasing that number to $1,301,606,560. The new State Valuation would have decreased Revenue Sharing by $51,383.13. Applying the above referenced County Tax and Education percentages to the new State Valuation figure results in an increase in the County Tax of $21,044 and an increase in the Education figure of $293,692. The combined increase (Revenue Sharing, County and School) is $366,119.

The difference between the increased tax revenue of $359,946 and the hypothetical increase in expenses of $366,119 is $6,173.

Council Chair Sandra Carder

Notes from 3/7/23 meeting with MDOT representatives Dale Doughty and Stephen Cole.

Nate Rudy, Doug Webster, Sandy Carder, Will Haskell, Bill Gardner, Mitch Berkowitz and Joe Murray were present.

Yarmouth Road Funding Options:

Option 1:

Current path – Municipal Initiative Partnership plus TIF funding plus other funding

Current MPI MDOT cap = $625,000 – Dale advised this cap is under review and will likely increase perhaps to 1 million, but no timeline available.

Town application is pending which is holding funds – not signed yet.

Staggering MPIs applications is a possibility although confirmation would need to come from Kyle (MDOT) who runs program. The project would be split into 2 phases – the current MPI would be revised with a 2nd MPI submitted subsequently.

Current max = 1,250,000 MDOT – could go up to 1,625,000

Water District representatives could seek an earmark (although the application is not as strong as the successful by-pass application was). Alternative is bonding a portion of the costs and requesting a PUC rate increase. Town is 30% of usage for WD so rate increases will come back to the Town. PUC cycles also dictate when increases can be requested.

With above funding, and existing TIF funds from Route 100 South & Northbrook (possibly Village), there would still be a shortfall. That amount would likely need to be bonded by the Town.

Town would remain lead on project with MDOT approval on plans and defined work. The work could then be done as soon as easements, materials, funding and contractors obtained – possibly by 2024 and/or 2025 (Will predicts it would be a 2 construction season project given the scope).

Option 2:

Package Yarmouth Rd with Main Street to apply via the Village Initiative program for a Federal RAISE (rebuilding American infrastructure with sustainability and equity) grant which has two levels – up to $25 million and over. Program is 80% federal funding, 10% MDOT and 10% local. Project would likely be at $25 million so local match $2.5 million.

This would require the Main Street design be completed and then packaged with the almost complete Yarmouth Rd design work.

MDOT would take lead on both projects. Earliest application submission would be Spring 2024 which would be the goal but is a tight timeline. It could be up to 2 years beyond approval before construction could begin – 2026 or 2027.

Dale would have to confirm that easement work could move forward and still count towards the 10% local match (money would be spent before application is submitted). Memorandum of understanding could detail agreement. The timing of the TIF fund expiration dates would need to be monitored to ensure the money could be expended in time to ensure compliance with the State. MDOT could bill local portion up front to help.

Other Options:

Normal MDOT workplan process – unprogrammed projects – not a lot of money & very competitive.

Congressionally designated spending (earmarks) – very competitive and current round is closing, next round is not guaranteed as this funding is passed by current legislatures. The RAISE program is a form of federal grant funding.

MDOT CHIP (Collector Highway Improvement Program) – Yarmouth does qualify as a corridor priority 3 designation for the project section – then a priority 4 further out. However, this a lower cost program (generally 1 million per mile), has limited funding and is statewide.

MDOT confirmed that the plan for Yarmouth is to just continue paving it into the foreseeable future.

Other discussion items:

MDOT advised they are reviewing their process/policies for setting speeds on roads and for transitioning from one speed to another.

The traffic calming packages discussed via the Libby Hill Rd project would likely be a good fit for Yarmouth Rd as well – as a way to transition users from the corridor speed to the Village speeds. Adding stepdown cues – signage, speed striping on roadway, and speed tables closer to the Village.

Crosswalk locations were discussed to some extent identifying the difficulties with line-of-sight locations.

Traffic control/detours were discussed to some extent with everyone agreeing there is no easy detour and that most users will find ways around the construction once they get stuck in it a couple times. One benefit for packaging the projects is it would all be torn up once and be done quicker vs. completing Yarmouth and then starting Main.

Underground utilities were mentioned to notify MDOT that the Town is pursuing an analysis of possible options and costs. Caution was shared that the project may become too large/complicated.

Time is of the essence given there is a pending MPI application and a negotiated agreement on the Main Street design needs to happen sooner rather than later. MDOT will discuss with Ernie (lead on Main Str) to set up meetings in the coming month to begin that discussion regardless as that project is in the queue already as well.

FY 2024 Projected Municipal Revenue Sharing

07/01/2023 - 06/30/2024 Published 03/3/2023

County	Municipality Name	July 1, 2021 Census Population	2021 Tax Assessment	2023 State Valuation	Rev I Distribution Percentage	Rev II Distribution Percentage	Rev I Projected FY24 Distribution	Rev II Projected FY24 Distribution	Total Projected FY24 Distribution
Knox	FRIENDSHIP	1134	3,070,849.58	313,650.00	0.000606115	0.000000	120,277.16	-	120,277.16
Cumberland	FRYE ISLAND	31	3,107,965.88	228,000.00	0.000023069	0.000022	4,577.83	1,160.58	5,738.41
Oxford	FRYEBURG	3391	6,408,040.24	514,200.00	0.002307009	0.001316	457,802.13	70,541.10	528,343.23
Kennebec	GARDINER	6033	7,011,735.47	472,950.00	0.004882834	0.006125	968,948.03	328,356.88	1,297,304.91
Aroostook	GARFIELD PLT	81	7,168.47	9,150.00	0.000003464	0.000000	687.46	-	687.46
Penobscot	GARLAND	1021	919,649.54	90,950.00	0.000563604	0.000000	111,841.31	-	111,841.31
Sagadahoc	GEORGETOWN	1094	4,057,062.90	666,050.00	0.000363790	0.000000	72,190.34	-	72,190.34
Oxford	GILEAD	198	632,773.97	36,400.00	0.000187906	0.000335	37,288.02	17,983.42	55,271.43
Penobscot	GLENBURN	4652	5,567,239.80	407,150.00	0.003472590	0.003301	689,099.70	176,958.11	866,057.81
Aroostook	GLENWOOD PLT	5	100,665.13	16,850.00	0.000001631	0.000000	323.60	-	323.60
Cumberland	GORHAM	18463	31,409,547.40	2,482,400.00	0.012753241	0.008099	2,530,748.87	434,178.75	2,964,927.61
Hancock	GOULDSBORO	1725	4,388,643.08	488,900.00	0.000845333	0.000000	167,747.55	-	167,747.55
Aroostook	GRAND ISLE	360	431,797.41	28,250.00	0.000300395	0.000409	59,610.25	21,946.26	81,556.51
Washington	GRAND LAKE STREAM PLT	124	376,065.07	46,800.00	0.000054396	0.000000	10,794.33	-	10,794.33
Cumberland	GRAY	8363	15,968,726.31	1,474,800.00	0.004943421	0.000000	980,970.87	-	980,970.87
Hancock	GREAT POND	62	223,079.68	28,450.00	0.000026540	0.000000	5,266.55	-	5,266.55
Penobscot	GREENBUSH	1426	1,511,019.90	89,950.00	0.001307726	0.002194	259,504.81	117,639.13	377,143.94
Androscoggin	GREENE	4431	5,917,839.07	457,300.00	0.003130344	0.002282	621,184.43	122,351.41	743,535.84
Piscataquis	GREENVILLE	1471	5,009,171.25	386,900.00	0.001039700	0.000760	206,317.79	40,746.12	247,063.92
Oxford	GREENWOOD	782	2,722,164.51	219,000.00	0.000530647	0.000297	105,301.33	15,909.48	121,210.82
Piscataquis	GUILFORD	1283	1,960,032.18	127,500.00	0.001076733	0.001489	213,666.55	79,819.20	293,485.75
Kennebec	HALLOWELL	2570	5,032,706.60	324,200.00	0.002177961	0.003085	432,193.86	165,396.03	597,589.88
Aroostook	HAMLIN	166	232,921.10	24,000.00	0.000087950	0.000000	17,452.70	-	17,452.70
Aroostook	HAMMOND	93	142,345.26	9,450.00	0.000076476	0.000100	15,175.78	5,375.88	20,551.66
Penobscot	HAMPDEN	7672	13,985,885.99	910,100.00	0.006436323	0.008892	1,277,221.82	476,709.89	1,753,931.71
Hancock	HANCOCK	2496	4,066,868.30	465,800.00	0.001189689	0.000000	236,081.56	-	236,081.56

TOWN OF GRAY
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OFFICE OF THE ASSESSOR
Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

October 5, 2022

TO: Gray Town Council
RE: Maine Revenue Services 2023 State Valuation

The most recent State Valuation (received in September of 2022) determined our town-wide assessment ratio to be at 79% of the just value (fair market value) established by the state based on market values between July of 2020 and June of 2021. The assessment adjustments made for the 2023 fiscal year bring that ratio up to 87%.

Maine Revenue Services allows municipalities to use a certified ratio within 10% of the calculated ratio which would bring that ratio to approximately 95% for the 2024 commitment.

There are several options available to us for the upcoming tax commitment.

- We can use the certified ratio of 95%. This option will cause an increase in the mil rate but not necessarily an increase in taxes.
- We can adjust values to increase the certified ratio. This option will not cause an increase in the mil rate but may increase taxes for some property owners.

Market value is determined by actual sales activity in the local market. While periodic targeted adjustments have been made to stay in line with market values where clear trends are apparent, the real estate market is experiencing unprecedented increases. In addition to these increases, there are escalating construction costs and valuation inequities across various property classes and neighborhoods.

It is my recommendation that we use the 95% certified ratio for the 2023 tax commitment (fiscal year 2024) and plan for a limited revaluation to be implemented for the 2024 tax commitment (fiscal year 2025). This would require the issuance of a request for proposals (RFP) by December 31, 2022, with a start date of July of 2023 and completion in time for the commitment in 2024.

The goal will be to rebuild pricing tables to assess property more accurately and to smooth out valuation inequities across various property classes and neighborhoods.

There is currently $100,000 in the CIP account designated to the revaluation process, and we are scheduled to have $150,000 available prior to the start of this project.

The last town-wide revaluation/equalization project was started in 2015 and implemented for fiscal year 2019. During this process, all properties were visited and building data was updated as needed.

If the Town continues to budget $50,000 per year, using an estimated cost of $350,000 for a complete revaluation, there will be adequate funding to implement this for fiscal year 2030.

Certified Ratio Effect

Certified Ratio - 100%

		Assessed Value	Homestead Exemption	Net Assessed Value	Mil Rate	Tax Amount
Account #1		150,000	25,000	125,000	0.01395	1,743.75
Account #2		250,000	25,000	225,000	0.01395	3,138.75
Account #3		375,000	0	375,000	0.01395	5,231.25
Account #4		65,000	0	65,000	0.01395	906.75
Account #5		575,000	0	575,000	0.01395	8,021.25

Total Taxes 19,041.75

Certified Ratio - 95%

		Assessed Value	Homestead Exemption @ 95%	Net Assessed Value	Mil Rate	Tax Amount
Account #1		150,000	23,750	126,250	0.01392	1,757.97
Account #2		250,000	23,750	226,250	0.01392	3,150.42
Account #3		375,000	0	375,000	0.01392	5,221.69
Account #4		65,000	0	65,000	0.01392	905.09
Account #5		575,000	0	575,000	0.01392	8,006.59

Total Taxes 19,041.75

Androscoggin Bank

30 Lisbon Street
PO Box 1407
Lewiston, Maine 04243
1.800.966.9172
Androscogginbank.com

February 13, 2023

Town of Gray
Attn: Nate Rudy, Town Manager
24 Main Street
Gray, Maine 04039

Re: General Obligation Bond
for Land Purchase

Dear Mr. Rudy:

In response to the financing inquiry recently received from your office, we are pleased to offer the following rate and terms for your review and consideration.

We offer a fixed tax-exempt interest rate of **5.25% per annum** for the “Lump Sum” borrowing of One Million Dollars ($1,000,000) over a ten (10) year repayment term as per the attached note summary and amortization schedule.

We propose a closing date of March 1, 2023 with the first annual payment due on the first anniversary of closing. Interest will be calculated on an actual / 365 day basis on the note, which will be issued without prepayment penalty.

Public sector interest rates are volatile and time sensitive. If the borrowing contemplated by this proposal does not close within 30 days of the proposal date specified in this letter, the bank reserves the right to adjust the rate we have offered in this proposal.

Our borrowing proposal is predicated on receipt of an unqualified legal opinion from bond counsel acceptable to the bank attesting to the validity and non-arbitrage nature of this borrowing and designating the note as a qualified “tax exempt” obligation under existing tax laws. We understand that the Town will engage bond attorney Alyssa Tibbetts of Jensen Baird to provide the necessary legal opinion, related note documentation, and all legal work for this borrowing, and that the cost of these services will be borne by the Town. We will be pleased to work with attorney Tibbetts to assist in the timely note closing.

Our proposal is conditioned upon our satisfactory review of the Town of Gray’s financial audits and is subject to change if it is not accepted by the close of business on March 7, 2023. Further, our proposal is subject to withdrawal if there is discovered prior to note disbursement any material adverse information pertaining to the Town’s financial affairs.

On behalf of Androscoggin Bank, I would like to thank you for providing us with the opportunity to submit a proposal for the Town’s financing needs. We look forward to continuing the good working relationship we enjoy with you and other Gray officials. If we can be of further assistance to the Town in any facet of its financial activities, please do not hesitate to contact me.

Member FDIC

Sincerely,

John Simko, Vice President
Government Finance

Cc: Alyssa Tibbets, Esq.

Enclosure

ACKNOWLEDGEMENT / AWARD (please sign and return via email):

This proposal is accepted and this financing is awarded to Androscoggin Bank.

____ Date: ________________________

Name & Title

Note Model Statement

Date Quoted:	Feb 13, 2023
Product:	Product Not Defined
Interest Method:	[1] 365/365 Payments P&I

Note Date:	Mar 01, 2023
Maturity Date:	Mar 01, 2033
Principal Advance:	$1,000,000.00
Amount Financed:	$1,000,000.00
Finance Charge:	$311,119.52
APR:	5.250000%
Total Principal:	$1,000,000.00
Total Interest:	$311,119.52
Total of Payments:	$1,311,119.52

Payment Schedule

Description	Date	Frequency	Number	Amount
Regular Payment	Mar 01, 2024	Annually	9	$131,111.96
Regular Payment	Mar 01, 2033	Annually	1	$131,111.88

Amortization Schedule						
Date	**Description**	**Total Payment**	**P&I Payment**	**Principal Payment**	**Interest Payment**	**Principal Balance**
Mar 01, 2023	Beginning Balance					1,000,000.00
2023 Totals						
Mar 01, 2024	Regular Payment	131,111.96	131,111.96	78,468.13	52,643.83	921,531.87
2024 Totals		**131,111.96**	**131,111.96**	**78,468.13**	**52,643.83**	
Mar 01, 2025	Regular Payment	131,111.96	131,111.96	82,731.54	48,380.42	838,800.33
2025 Totals		**131,111.96**	**131,111.96**	**82,731.54**	**48,380.42**	
Mar 01, 2026	Regular Payment	131,111.96	131,111.96	87,074.95	44,037.01	751,725.38
2026 Totals		**131,111.96**	**131,111.96**	**87,074.95**	**44,037.01**	
Mar 01, 2027	Regular Payment	131,111.96	131,111.96	91,646.38	39,465.58	660,079.00
2027 Totals		**131,111.96**	**131,111.96**	**91,646.38**	**39,465.58**	
Mar 01, 2028	Regular Payment	131,111.96	131,111.96	96,362.87	34,749.09	563,716.13
2028 Totals		**131,111.96**	**131,111.96**	**96,362.87**	**34,749.09**	
Mar 01, 2029	Regular Payment	131,111.96	131,111.96	101,516.87	29,595.09	462,199.26
2029 Totals		**131,111.96**	**131,111.96**	**101,516.87**	**29,595.09**	
Mar 01, 2030	Regular Payment	131,111.96	131,111.96	106,846.50	24,265.46	355,352.76
2030 Totals		**131,111.96**	**131,111.96**	**106,846.50**	**24,265.46**	
Mar 01, 2031	Regular Payment	131,111.96	131,111.96	112,455.95	18,656.01	242,896.81
2031 Totals		**131,111.96**	**131,111.96**	**112,455.95**	**18,656.01**	
Mar 01, 2032	Regular Payment	131,111.96	131,111.96	118,324.95	12,787.01	124,571.86
2032 Totals		**131,111.96**	**131,111.96**	**118,324.95**	**12,787.01**	
Mar 01, 2033	Regular Payment	131,111.88	131,111.88	124,571.86	6,540.02	
2033 Totals		**131,111.88**	**131,111.88**	**124,571.86**	**6,540.02**	
Grand Total		**1,311,119.52**	**1,311,119.52**	**1,000,000.00**	**311,119.52**	

Androscoggin Bank

30 Lisbon Street
PO Box 1407
Lewiston, Maine 04243
1.800.966.9172
Androscogginbank.com

February 13, 2023

Town of Gray
Attn: Nate Rudy, Town Manager
24 Main Street
Gray, Maine 04039

Re: General Obligation Bond
for Land Purchase

Dear Mr. Rudy:

In response to the financing inquiry recently received from your office, we are pleased to offer the following rate and terms for your review and consideration.

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Public sector interest rates are volatile and time sensitive. If the borrowing contemplated by this proposal does not close within 30 days of the proposal date specified in this letter, the bank reserves the right to adjust the rate we have offered in this proposal.

Our borrowing proposal is predicated on receipt of an unqualified legal opinion from bond counsel acceptable to the bank attesting to the validity and non-arbitrage nature of this borrowing and designating the note as a qualified "tax exempt" obligation under existing tax laws. We understand that the Town will engage bond attorney Alyssa Tibbetts of Jensen Baird to provide the necessary legal opinion, related note documentation, and all legal work for this borrowing, and that the cost of these services will be borne by the Town. We will be pleased to work with attorney Tibbetts to assist in the timely note closing.

Our proposal is conditioned upon our satisfactory review of the Town of Gray's financial audits and is subject to change if it is not accepted by the close of business on March 7, 2023. Further, our proposal is subject to withdrawal if there is discovered prior to note disbursement any material adverse information pertaining to the Town's financial affairs.

On behalf of Androscoggin Bank, I would like to thank you for providing us with the opportunity to submit a proposal for the Town's financing needs. We look forward to continuing the good working relationship we enjoy with you and other Gray officials. If we can be of further assistance to the Town in any facet of its financial activities, please do not hesitate to contact me.

Member FDIC

Sincerely,

John Simko, Vice President
Government Finance

Cc: Alyssa Tibbets, Esq.

Enclosure

ACKNOWLEDGEMENT / AWARD (please sign and return via email):

This proposal is accepted and this financing is awarded to Androscoggin Bank.

____ Date: ________________________

Name & Title

Note Model Statement

Date Quoted:	Feb 13, 2023
Product:	Product Not Defined
Interest Method:	[1] 365/365 Payments P&I

Note Date:	Mar 01, 2023
Maturity Date:	Mar 01, 2033
Principal Advance:	$1,500,000.00
Amount Financed:	$1,500,000.00
Finance Charge:	$466,679.32
APR:	5.250000%
Total Principal:	$1,500,000.00
Total Interest:	$466,679.32
Total of Payments:	$1,966,679.32

Payment Schedule

Description	Date	Frequency	Number	Amount
Regular Payment	Mar 01, 2024	Annually	9	$196,667.94
Regular Payment	Mar 01, 2033	Annually	1	$196,667.86

Amortization Schedule

Date	Description	Total Payment	P&I Payment	Principal Payment	Interest Payment	Principal Balance
Mar 01, 2023	Beginning Balance					1,500,000.00
2023 Totals						
Mar 01, 2024	Regular Payment	196,667.94	196,667.94	117,702.19	78,965.75	1,382,297.81
2024 Totals		**196,667.94**	**196,667.94**	**117,702.19**	**78,965.75**	
Mar 01, 2025	Regular Payment	196,667.94	196,667.94	124,097.31	72,570.63	1,258,200.50
2025 Totals		**196,667.94**	**196,667.94**	**124,097.31**	**72,570.63**	
Mar 01, 2026	Regular Payment	196,667.94	196,667.94	130,612.42	66,055.52	1,127,588.08
2026 Totals		**196,667.94**	**196,667.94**	**130,612.42**	**66,055.52**	
Mar 01, 2027	Regular Payment	196,667.94	196,667.94	137,469.57	59,198.37	990,118.51
2027 Totals		**196,667.94**	**196,667.94**	**137,469.57**	**59,198.37**	
Mar 01, 2028	Regular Payment	196,667.94	196,667.94	144,544.31	52,123.63	845,574.20
2028 Totals		**196,667.94**	**196,667.94**	**144,544.31**	**52,123.63**	
Mar 01, 2029	Regular Payment	196,667.94	196,667.94	152,275.30	44,392.64	693,298.90
2029 Totals		**196,667.94**	**196,667.94**	**152,275.30**	**44,392.64**	
Mar 01, 2030	Regular Payment	196,667.94	196,667.94	160,269.75	36,398.19	533,029.15
2030 Totals		**196,667.94**	**196,667.94**	**160,269.75**	**36,398.19**	
Mar 01, 2031	Regular Payment	196,667.94	196,667.94	168,683.91	27,984.03	364,345.24
2031 Totals		**196,667.94**	**196,667.94**	**168,683.91**	**27,984.03**	
Mar 01, 2032	Regular Payment	196,667.94	196,667.94	177,487.41	19,180.53	186,857.83
2032 Totals		**196,667.94**	**196,667.94**	**177,487.41**	**19,180.53**	
Mar 01, 2033	Regular Payment	196,667.86	196,667.86	186,857.83	9,810.03	
2033 Totals		**196,667.86**	**196,667.86**	**186,857.83**	**9,810.03**	
Grand Total		**1,966,679.32**	**1,966,679.32**	**1,500,000.00**	**466,679.32**	

March 21, 2023

TO: Nate Rudy, Town Manager
FROM: Doug Webster, Planning
RE: FY 24 Budget follow-up
Various CIP & Village related projects

Introduction

I write in response to your request for the status of various projects in Gray as part of the on-going TC discussions regarding the FY 24 budget. While most projects are related to the village improvements, I have also included two projects on/near Shaker Road for the purposes of ensuring that you are apprised of the status.

Sidewalk on Shaker from Hannaford to Spruce

As you are aware, there are several challenging aspects to this undertaking that have been discussed over the past 10+ years. There was some preliminary design work done 10 or so years ago that needs to be updated. We also need to ensure that the various existing conditions are addressed including landscaping, trees, and drainage.

As I understand the present situation, a grant for this project is currently being contemplated. I do not definitively know the status of this but wanted to ensure that you were apprised of the estimated costs as detailed below:

$275,000	opinion of estimated cost of construction (inc. 15%) contingency
$20,000	engineering of updated plans
$27,500	Part-time construction oversight
$322,500	Total estimated cost

Libby Hill Road & related improvements

Based on a discussion with Will H. (G-P) earlier today, Will talked with Anne G. regarding this project several weeks ago but they did not discuss budget numbers. It is my understanding that there is a prior CIP item that was established for this undertaking. Presumably, as part of the forthcoming audit report, we will have information regarding if this (assumed) CIP item has been properly carried forward within the public works or miscellaneous CIP line.

Underground Utilities in the village

As indicated in my 2-21-23 memo to the Council for their 2-23-23 workshop regarding Yarmouth Road improvements, a preliminary map depicting an initial base scope area has been drafted. Using this map, there is an approximate total of 1,900 linear feet and 12 service entrances (estimate). Some of the existing services are single-phase and others are three-phase, which requires a different transformer. As a side note, transformers are currently very challenging to acquire. Three-phase transformers sometimes need to be ordered a year or more ahead.

G-P provided an initial cost estimate of **$6.15M** for this undertaking at the TC 2-23-23 workshop. The next steps for this are to update the base project scope map, identify the number and type (single vs. three-phase) of services, and where on each building the electric/utilities enter each building. Based on this information, a plan depicting optimal transformer locations can be developed.

Regarding input from CMP and other utility providers, the updated map showing the project area needs to be provided to each utility company. For CMP, they need to know the breakout of single vs. three-phase for each service in the project area to enable them to take their next steps. Regarding other utilities, such as GoNetSpeed, outreach to each of these needs to occur together with the revised map per above.

There have been various TC discussions regarding a "Plan B" in the event that the costs associated with the underground utilities is not feasible. This plan presumably focuses on retaining the overhead nature of utilities, but moving the utility connections to alleyways and accessways that would need to properly acquired and constructed. The respective utilities would need to be moved to these new locations and connected to the necessary buildings.

G-P, working with town staff, could derive conceptual numbers for a plan B. As alluded to above, this approach would likely necessitate property right acquisition from several parties and a host of other costs related to this retrofitting of existing utilities that are currently in place. It is the current consensus that the cumulative costs associated with pursuing this path, in lieu of underground, is likely to be roughly comparable with the underground estimate.

Before additional energies are expended towards updating the plans and gathering further input from utility companies, it is apparent that **policy guidance from the TC would be helpful** to be as efficient as possible for future steps. As perhaps anticipated, the cost estimates associated with this understandably desired undertaking is proving to be substantial.

Possible village sewer

Based on work completed by G-P last summer, the estimated construction cost of an 8" sewer line on Main Street (with stubs running to each property) is $700K. This does not include an estimated additional $70K in engineering. This work did not include extending the sewer line down the respective road nor the installation of the first phase of the disposal field. Per the stated objective, the intention was to understand the cost of placing the main line down Main Street.

The next step(s) are to perform additional soil testing to ensure viability for a wastewater disposal and continued conversations with property owners regarding their willingness for the town to acquire the necessary rights. While the cost for acquiring such property rights is not yet known, **the estimate for the next steps is $14K** which includes; (a) $4,000 for more extensive soils information, (b) $10,000 for initial survey work (including elevations), and, (c) cost estimate for line from Main to disposal field.

Realignment of Main/Brown/Shaker

While the many benefits of realigning this key intersection are readily apparent, the next steps for the undertaking involves a host of implications including the following:

-Survey work and initial plan showing existing conditions overlayed with re-alignment

-Plan should show existing property lines & new ROW for McD's, Monument property, Stimson lot, Cumberland Farms

-Design/engineering work & estimated cost of construction for:

- -McD's septic field partial relocation
- -McD's site reconfiguration
- -Cumbies CZA adjustments
- -Cumbies stormwater adjustments
- -Road realignment not included in Main St plans/scope

It is noteworthy that initial outreach to the various property owners who would be affected by the realignment has been neutral at best. It is understood that there are long-term community benefits to creating some common green park area in this vicinity. The existing, and anticipated continued, commercial use of this area at Gray corner makes each square foot important and valuable.

Given the relatively extensive implications outlined above, it is apparent the policy guidance from the TC is warranted before additional energies are to be expended. If the Council intends to continue pursuit of this, a detailed survey of existing conditions is the first step. The most efficient method to realize this would be to use the (assumed) MeDOT survey information that may have been already completed as a base and add the necessary information such as further up Shaker and/or Brown. If Gray were unable to obtain this from MeDOT, the **cost estimate for this undertaking is $20K to $25K**. The cost estimate for using MeDOT survey information would be contingent upon the scope and detail completed to date.

Village Stormwater

MeDOT designs stormwater (SW) systems such as Main Street to the 10-year storm. It is clear that storm events are becoming both more frequent and increasingly severe. Prior TC discussions have indicated an understandable request to explore designing the to-be-rebuilt SW system to accommodate larger storms. The TC has also indicated they would like to explore options to possibly allow other property owners to utilize the SW system to allow for possible increased density in the village, particularly Main Street.

While the present/future SW system may belong to MeDOT, it is probable that the State will be looking to Gray to fund the incremental cost of any increased capacity; including both storm events and possible additional system tie-ins. Assuming that Gray supports at least some level of increased capacity, it will likely be incumbent for *the town* to ensure that there is the ability of downstream infrastructure to adequately handle the increased SW volume. This translates to, at least initially, undertaking a study of how SW travels from where it daylights at the cemetery, along West Gray Road, and eventually into Thayer Brook and the Pleasant River.

With this information as background, it is increasingly clear that there are three inter-related SW components. The first is the modeling for the possible increased density in the village area. Once there is policy closure to the desired village density at build-out, *the town* will need to provide maps and information to G-P regarding this anticipated area for the modeling. The second SW component is to ensure that the underground SW system on Main Street to the cemetery can handle the appropriate storm events, and the possible additional tie-ins as determined by the TC.

The third SW component is addressing any legal matters as well as likely SW bottlenecks between the cemetery and, ultimately, the Pleasant River. In order to make informed future decisions regarding the practical ability to increase SW flow at the cemetery, a thorough mapping of existing field conditions from the cemetery to the river is necessary. This study will involve input from MTA, MeDOT, and private property owners such as Howell's where the SW flows towards/into Thayer Brook.

The cost estimate for modeling the village SW for increased storms events and/or increased density is **$25K to $30K**. The cost estimate for the initial survey and gathering of information regarding the necessary steps practically needed for increased SW volumes to adequately flow from the cemetery to the river is **another $25K to $30K**. Based on already known information, it should be clear that there appear to be corrective measures necessary to allow for this increased SW flow from the cemetery to the river. Such actions will likely include increasing the capacity of the West Gray Road culverts near Howell's as well as excavation (at least portions) of the apparent sediment buildup between West Gray Road and Thayer Brook behind Howell's.

Tax Increment Financing (TIF) components

Based on reviewing the attached town's Northbrook TIF (State DECD 1-5-12 letter) and the Village Area Improvement TIF (State DECD 5-22-18 letter), I offer the following comments regarding TIF eligibility for the projects outlined above:

-Both TIF's are clear that funding utilized must comply with the municipal appropriation process (included in the appropriate FY budget)
-The most relevant sections of the Northbrook TIF appear to be "h" and "j"
-The most relevant sections of the Village Area Improvement TIF appear to be "k" and "l"
-Both of these sections "k" and "l" of the Village TIF cap eligible expenditures at $70K
-It is noteworthy that sections "j" and "n" of the Village Area Improvement TIF appears to be more oriented towards construction and less on planning, surveying, and engineering
-As an FYI, one possible property to be used for a disposal field(s) for village sewer is located in the Village TIF area
-The table below is my understanding of TIF eligible projects; this should be verified by legal counsel

Project	Cost est.	N.Brook TIF eligible	Village TIF eligible
Village sewer	$14K	Y	Y*
Re-aligned intersection	$25K	Y	Y*
Village area SW modeling	$30K	Y	Y*
SW cemetery to river	$30K	Y	Y*

* $70K cap limit

STATE OF MAINE
DEPARTMENT OF ECONOMIC
AND COMMUNITY DEVELOPMENT

DECD

Paul R. LePage
GOVERNOR

George C. Gervais
COMMISSIONER

January 5, 2012

Deborah Cabana
Town Manager
TOWN OF GRAY
24 Main Street
Gray, ME 04039

RE: Northbrook Business and Industrial Campus Tax Increment Financing (TIF) District/Program, First Amendment

Dear Ms. Cabana,

The Maine Department of Economic and Community Development (Department) has reviewed and effective today approved your application for a First Amendment (AMD-1) to the above referenced March 31, 1997 TIF Original District (OD). This letter certifies District/Program to be in compliance and full effect. The Department notes/restates the following:

a. District term* is 30 years through March 30, 2027;

b. Captured Assessed Value (CAV) is 100% of real and personal property improvements;

c. TIF revenues must be deposited/held in dedicated Project Cost Accounts (company reimbursement; municipal projects) and applied only toward approved project costs. Town does not have approval to incur any public indebtedness at this time;

d. Even if closed before full term, Town must notify Department when TIF District ends;

e. Unsheltered incremental property values that generate General Fund (GF) revenues, if any, to be included with City equalized assessed value (EAV);

f. Future amendments must comply with TIF statute and Department rules governing TIF districts;

g. District Original Assessed Value (OAV) is $164,076 as of October 31, 2011 due to revaluation after March 31, 1996 OD OAV of $96,800.

Department notes/restates use of TIF revenues previously approved* toward municipal activities/costs in March 15, 1997 OD Program, projected at a combined $975,000:

h. IN DISTRICT and OUTSIDE DISTRICT infrastructure including water pipes, septic/sewer systems, paved roadways, electrical power, street lighting; acquisition of land and construction of pedestrian/vehicular public safety/roadway improvements; sidewalk/street improvements; land/other property acquisition; construction of traffic flow and pedestrian public safety improvements projected at $682,500;

i. Planning limited to IN DISTRICT per Title 30A, Chapter 206, §5225 (1)(A)(4). Town does not have permission to pursue any other allowable project/activity under this Section without future formal amendment. Planning costs are part of preceding paragraph estimate;

j. OUTSIDE DISTRICT projects/activities specifically related to Gray Village are limited to those enumerated in paragraph H; projected at $292,500.

* Funding for projects must comply with municipal appropriation process

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PLEASE NOTE: (1) As part of next amendment, Department will require up-to-date, complete municipal project/activity list with Statutory citations/costs be included in Program in advance of Public Hearing; (2) Funding for projects must comply with municipal appropriation process.

Based on September 26, 2011 AMD-1 application, Department now notes/approves:

k. *TIF term extended by 10 years;

l. Credit Enhancement Agreement (CEA) terms include reassignment to M-36 Associates, Inc.; via collateral assignment stipulates if Developer fails to make Water District payments Utility can seek direct payment from Town; lifts repealed 5-year Developer project execution window [P.L. 2003, c. 426, §1]; limits Developer reimbursement to common-use infrastructure/utilities until "NorthBrook Infrastructure Completion Date" [Exhibit A]; stipulates Town to retain 10% BETE State payments on all Company property in newly developed lots following CEA execution;

m. Council is granted right to execute future CEAs with inducements up to 100% of Town share of revenues from District (min. $2MM investment per company).

PLEASE NOTE: Upon full execution by all parties concerned, CEA copy is due Department.

Future amendments must comply with TIF statutes and Department rules governing municipal TIF districts (Part III, Rules 19-100, Chapter 1). Please contact Tax Increment Program Director Laura Santini-Smith with questions regarding approval [207-624-7487 or laura.santini-smith@maine.gov]. With this certification Department also extends an open-ended offer of assistance and best wishes for the ongoing success of your District.

Sincerely,

George C. Gervais
Commissioner

cc: Jerome Gerard, MRS Acting Executive Director
David Ledew, MRS Director Property Tax Division

STATE OF MAINE
DEPARTMENT OF ECONOMIC
AND COMMUNITY DEVELOPMENT

PAUL R. LEPAGE
GOVERNOR

DECD

GEORGE C. GERVAIS
COMMISSIONER

May 22, 2018

Deborah Cabana,
Town Manager
TOWN OF GRAY
24 Main Street
Gray, Maine 04039

RE: #3 Village Area Improvement Omnibus Municipal *Tax Increment Financing* (TIF) District and *Development Program* (Program)

APPROVED

Dear Ms. Cabana,

The Maine Department of Economic and Community Development (DECD) reviewed and EFFECTIVE TODAY APPROVED the above referenced Municipal TIF District and Program. Based on the application, DECD notes/approves:

a. District term of 30 years starting July 1, 2018 and ending June 30, 2048;

b. District taxable Original Assessed Value of $22,181,400 as of March 31, 2017 (April 1, 2016)—acreage 543.02;

c. Real property Increased Assessed Value (IAV) capture of up to 100%;

d. District revenues deposited/held in DEDICATED accounts and applied ONLY toward approved activities/projects,

   i) Project Cost account to reimburse Company/ Developer for costs authorized by 30-A M.R.S.A. § 5225(1)(A) and DECD rules as amended from time to time AND/OR fund public activities/ projects,

   ii) Sinking Fund Account to retire associated public debt, if any;

e. Company/Developer payments within sole Town Council discretion are limited to incremental taxes from NEW actual value and may include up to 100% reimbursement during District term following a public hearing as reference in the Program, page 9, Section 3.05;

f. AFTER EXECUTION, TOWN MUST FORWARD COPY of any associated credit enhancement agreement and its amendment(s) or assignment(s) to DECD—enclosing a completed matching **Application Cover Sheet** with detailed private project description and (if Company and not Developer) **Employment Goals Form**;

g. Any non-captured incremental property values resulting in General Fund revenue/deposits MUST be included/reported with Town equalized assessed value;

h. Any future amendment MUST comply with 30-A M.R.S.A. §§ 5221-5235 and DECD rules;

i. When District expires, or is terminated, GRAY MUST NOTIFY DECD IN WRITING.

As further described in the Program, Town revenue allocation projected at $5,457,347 may facilitate funding for an estimated $5,454,000 in public costs and associated debt, if any. This funding MUST

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MAINE.GOV/DECD

PAUL R. LEPAGE
GOVERNOR

DECD

GEORGE C. GERVAIS
COMMISSIONER

comply with Town appropriation process—with activities/projects due completion BEFORE/BY JUNE 30, 2048. Approved public activities/projects costs are as follows:

WITHIN DISTRICT

j. Acquisition of land or buildings and construction of improvements, buildings or structures for public use, e.g., a community center $270,000; *

k. Expenses related to planning, permitting, licensing, surveying, design and engineering of the acquisition or construction of land or buildings and improvements to public ways, sidewalks and trails $70,000;

l. Professional services costs, including engineering, planning, licensing, permitting, surveying, design, legal and accounting, and administrative expenses of staff time related to establishing and implementing the District and Development Program $70,000;

m. Financing costs $92,000;

WITHIN/OUTSIDE DISTRICT ◊

n. Acquisition, construction, repair, widening and improvement of and to public ways, including, pavement and reconstruction of roads, sidewalks and intersections, bicycle lanes, and pedestrian safety measures including grant matching related to 30-A M.R.S.A. §§ 5221-5235 economic development activities $1,230,000; × ≈

OUTSIDE DISTRICT ◊

o. Construction, alteration or expansion of infrastructure, including water, sewer, storm water, electrical, telephone, cable, broadband, and natural gas $2,950,000; Ψ ≈

p. Public safety improvements including grant matching related to 30-A M.R.S.A. §§ 5221-5235 economic development activities $250,000;

WITHIN DISTRICT/MUNICIPALITY

q. Acquisition of land and construction or improvements for new or existing recreational trails and open space, including but not limited to trails, bridges, signage and crosswalks $92,000; Φ

WITHIN MUNICIPALITY

r. Economic development activities costs directed at business retention and attraction, including prorated municipal staff salaries and/or consultant fees $200,000;

s. Funding of environmental improvement projects related to activities of the commercial District, including improvements to the Town's recycling center and stream/river crossings $230,000.

DECD notes while the Program may list multiple statutory citations with the public project costs in the application not all citations apply to all activities/projects described within each cost description. Gray is obligated to verify proper authorization for each project cost to be undertaken. DECD advises Town to plan for debt retirement to coincide with the District term end of June 30, 2048.

MAINE IS OPEN FOR BUSINESS. Please contact Development Program Officer Tina Mullins with questions about this certification. With this approval, the Department extends best wishes for the success of the District.

Sincerely,

George C. Gervais
Commissioner

cc: Senator Catherine E. Breen (SD-25)—128th Legislature
Representative Dale J. Denno (HD-45)—128th Legislature
Representative Susan M. W. Austin (HD-67)—128th Legislature
Justin Poirier, MRS Director Property Tax Division
Brian Doyle, Governor's Account Executive
Alyssa C. Tibbetts, Esq. Jensen · Baird · Gardner · Henry

◊ To extent a project is outside the District, Gray must prorate/allocate costs not directly related to or made necessary by establishment/operation of this District to other funding sources.

≈ Project in common to development program of #1 Northbrook Business and Industrial Campus district.

Δ Project in common to development program of #2 Route 100 district.

<u>EXCLUDING FOLLOWING COSTS/FUNDING</u>:

Φ Public park(s)

Ψ Private residential distribution line(s)

× § 5225(1)(A)(1)(a)(i), (8) and (C)(7)(b) Transit-Oriented Development projects

* § 5225 (2) Unauthorized project costs of facilities, buildings or portions of buildings used predominantly for general conduct of government of for public recreational purposes.

TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

OFFICE OF THE ASSESSOR
Lauren Asselin, Assessor
lasselin@graymaine.org
(207) 657-3339 ex. 112

To: Town Council
From: Lauren Asselin
Date: March 20, 2023
Subject: FY 2024 Mil Rate

I have started the preliminary work for the FY2024 mil rate calculation. The following changes for the upcoming commitment will impact the final calculation.

- The County Budget has increased $125,562
- The Local Education Appropriation is predicted to increase 20% which results in an additional expense of $2,178,000.
- Revenue Sharing has decreased by $140,635

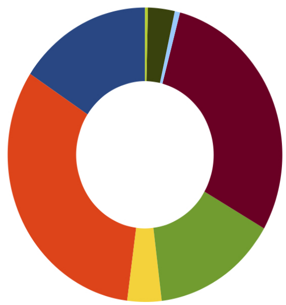
Incorporating these figures into the Tax Rate Calculator results in a projected increase in the mil rate from the current rate of 13.95 to a mil rate range of 14.60 to 15.33. It is important to note that the actual impact on the mil rate will not be known until the final assessed values and budget numbers are available.

.

Budget Summary

Expense Budget

$	1,444,543	Administration
$	2,952,679	Municipal Expenses
$	366,653	Library, Parks & Recreation
$	1,350,386	Public Safety
$	2,680,276	Public Works
$	56,840	Council, Boards, Committees
$	288,081	Law Enforcement
$	32,075	Community Services
$	9,171,533	Total Expense Budget



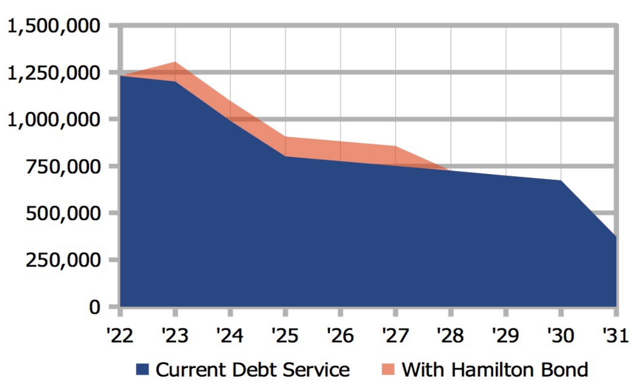
A decreasing budget With revenue increasing faster than expenses the proposed 2022 budget is -2.5% less than the 2021 budget. The MIL rate will stay the same at $14.75.

Stabilized funding for the Capital Improvement Plan (CIP) allowed us to make a smaller contribution to the CIP Reserve account in 2022 and still maintain the health of the fund for the future.

Route 115 Reconstruction Money will be set aside to begin planning for the repair and widening of Rte 115 (Yarmouth Rd.) from the Village up to the top of Week's Hill. The work will include; enlarging the right of way, road and stormwater improvements, sidewalks, "traffic calming" features, and the possible reconfiguration of the Brown St. & Yarmouth Rd. intersection as well as the installation of a new water main.

Bond Rating The Town has excellent bond ratings which allows us to borrow at lower interest rates. **AA+** from Standards & Poor's, their 2nd highest and **Aa2** from Moody's, their 3rd highest. We attained these due to our "good financial polices and practices" and "low overall debt". Seventy (70) plus % of the current debt will be repaid within 10 years.

Debt Service Payments



A new Senior Tax Assistance program requires voter approval to increase the expense budget and local property taxes to fund the program. If approved, taxes on a $250,000 property will increase by $10.00 in the first year. Residents who qualify for the program may apply to have some of their property taxes refunded. (See Articles 12 & 13)

Where do our local property taxes go? **63%** to MSAD15, **29%** to the Town, **4%** to Cumberland County and **4%** into our TIF fund. (see the chart to the right)

Tax Increment Financing (TIF) allows the Town to set aside local property taxes to be used for local projects. This does not negatively impact the school funding formula for MSAD15, or the State's revenue sharing calculations for the Town during the life of the TIF.

Warrant Articles (in the order they appear on the ballot)

Article 1 Is reserved for electing a moderator at Town Meetings and so it does not appear on the ballot.

Article 2 Gives the Town permission to accept Federal, State & other revenue to help fund the 2022 budget.

Article 3 The Town is required to present the budget on the ballot in the 8 categories shown in the chart to the left.

Article 4 Our Charter, Art. II, Sec. 6 requires a separate ballot question to raise $10,000 for Council compensation. Last increased in 2001.

Article 5 Shall the Town vote to appropriate $2,147,935 from the Capital Reserve Fund to pay for: (see page 4 for a complete listing)

Debt Service $1,230,900. **Paving** $467,625. **Sidewalks** $175,910. **Miscellaneous** $161,500. **Land Acquisition** $50,000. **IT** $34,500.

Article 6 Town can accept & spend, for specific purposes money from dedicated accounts. Includes fees raised by the Rec Dept., permits, etc.

Article 7 Puts money from the sale of Town vehicles, equipment, etc. valued at $100,000 or less into the Capital Reserve Fund.

Article 8 Allows gifts & donations from Rec., Library, Fire/Rescue Assoc. & other funds to be spent for the intended purposes.

Article 9 Allows the Town Council to make tax abatement payments.

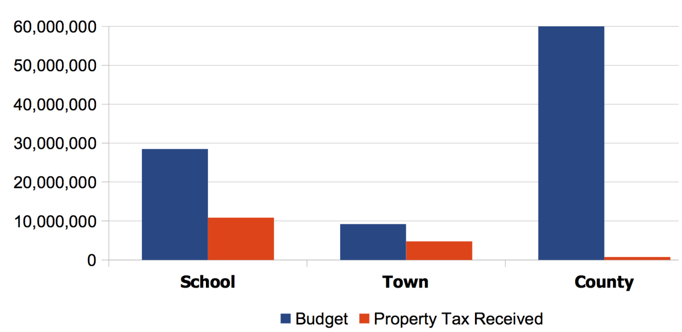
Article 10 Allows the purchase of the "Hamilton" property, located on Main Street opposite Colley Hill Road, for $500,000. To enable the Town to implement short and long-term uses and improvements consistent with the Comprehensive Plan. Paid for by a bond authorized by Article 11. **A yes vote does not effect the Mil rate this year.**

Article 11 Shall a $500,000 bond (totaling $531,183 with interest) be authorized to purchase the "Hamilton" property authorized in Article 10? **The purchase does not exceed the Town's LD1 cap and the bond will be repaid in 5 years.** (see "Debt Service Payments" chart on this pg)

Article 12 Shall the Town vote to raise and appropriate $25,000 to fund Senior Property Tax Assistance program as described in Town of Gray Ordinance Section 305, which provides property tax refund payments to those individuals seventy (70) years of age and over who maintain a homestead in the Town of Gray and meet the income and eligibility criteria established by the ordinance? **Article 13 must pass for this Article to be authorized.**

Article 13 Shall the Town's property tax levy limit be increased by $4,028 for the purpose of funding the Senior Property Tax Assistance program detailed in Article 12 above? This will result in a local property tax increase. In 2004 Maine passed the Municipal Expenditure Cap known as **"LD1"**. The State calculates our cap from our Town Assessor's data. The cap only restricts growth in municipal taxes, not MSAD15 or county taxes. **This Article must pass for Article 12 to be authorized.**

Where Does Our Property Tax Go?



Town of Gray • Proposed Municipal Budget Guide • FY 2022 (July 1, 2021 – June 30, 2022)

	A	B	C	D	E	F
	Expense Budget Summary	**FY 2021 Voter Approved Budget**	**FY 2022 Proposed Budget**	**FY 2021 vs FY 2022 Difference**	**% Change for each line item**	**% of Total FY 2022 Budget**
	Department					
1	**Administration**					
2	Administration	634,116	622,149	-11,967	-1.9%	8.4%
3	Community Development	233,746	231,827	-1,919	-0.8%	3.1%
4	Assessing	143,355	142,097	-1,258	-0.9%	1.9%
5	Code Enforcement	204,738	202,331	-2,407	-1.2%	2.7%
6	General Assistance	24,298	27,698	3,400	14.0%	0.4%
7	Communication & Information	201,827	204,230	2,403	1.2%	2.8%
8	Elections	16,089	14,211	-1,878	-11.7%	0.2%
9	**Administration**	**1,458,169**	**1,444,543**	**-13,626**	**-0.9%**	**19.5%**
10	**Municipal Finances**					
11	General & Medical Insurance	1,135,837	1,082,679	-53,158	-4.7%	14.6%
12	Annual Wage Adjustments	0	80,000	80,000		1.1%
13	Vacation & Sick Time Accrual	35,000	25,000	-10,000	-28.6%	0.3%
14	**Municipal Finances**	**1,170,837**	**1,187,679**	**16,842**	**1.4%**	**16.0%**
15	**Library, Parks & Recreation**					
16	Library	328,840	328,633	-207	-0.1%	4.4%
17	Parks & Recreation	67,354	38,020	-29,334	-43.6%	0.5%
18	**Library, Parks & Recreation**	**396,194**	**366,653**	**-29,541**	**-7.5%**	**5.0%**
19	**Public Safety**					
20	Public Safety	1,114,933	1,111,202	-3,731	-0.3%	15.0%
21	Utilities	222,434	239,184	16,750	7.5%	3.2%
22	**Public Safety**	**1,337,367**	**1,350,386**	**13,019**	**1.0%**	**18.2%**
23	**Public Works**					
24	Winter Roads	516,751	518,950	2,199	0.4%	7.0%
25	Summer Roads	464,648	492,359	27,711	6.0%	6.6%
26	Additional Roadwork	146,095	157,503	11,408	7.8%	2.1%
27	Garage	245,540	240,124	-5,416	-2.2%	3.2%
28	Recycling	792,347	825,698	33,351	4.2%	11.1%
29	Buildings & Grounds	347,693	445,642	97,949	28.2%	6.0%
30	**Public Works**	**2,513,074**	**2,680,276**	**167,202**	**6.7%**	**36.2%**
31	**Council, Boards, Committees**					
32	Council, Boards, Committees	47,615	40,715	-6,900	-14.5%	0.5%
33	Zoning Board of Appeals	3,900	1,700	-2,200	-56.4%	0.0%
34	Planning Board	4,725	4,475	-250	-5.3%	0.1%
35	Economic Development	9,100	8,950	-150	-1.6%	0.1%
36	Open Space	0	1,000	1,000	100.0%	0.0%
37	**Council, Boards, Committees**	**65,340**	**56,840**	**-8,500**	**-13.0%**	**0.8%**
38	**Law Enforcement**					
39	Law Enforcement	253,786	288,081	34,295	13.5%	3.9%
40	**Law Enforcement**	**253,786**	**288,081**	**34,295**		**3.9%**
41	**Community Services**					
42	Community Services	31,131	32,075	944	3.0%	0.4%
43	**Community Services**	**31,131**	**32,075**	**944**	**3.0%**	**0.4%**
44	**TOTAL GENERAL FUND EXPENSES**	**7,225,898**	**7,406,533**	**180,635**	**2.5%**	
45	**TOTAL GENERAL FUND REVENUE**	**3,396,829**	**3,524,651**	**127,822**	**3.8%**	
46	*** TOTAL GENERAL FUND BUDGET**	**3,829,069**	**3,881,882**	**52,813**	**1.4%**	
47						
48	**Capital Reserve Fund Budget (CIP)**					
49						
50	Capital Reserve Project Expense (CIP)	1,800,000	1,765,000	-35,000	-1.9%	
51	Total Capital Reserve Fund Revenue	681,000	820,410	139,410	20.5%	
52	**TTL CAP RESERVE FUND BUDGET**	**1,119,000**	**944,590**	**-174,410**	**-15.6%**	
53						
54	**TTL PROPOSED FY 2020-2021 BUDGET**	**4,948,069**	**4,826,472**	**-121,597**	**-2.5%**	
55						
56	* The amount pf the Expense Budget to be raise locally through property taxes.					

General Fund Revenue

	Accounts	Description		FY 2021 Budget	Proposed FY 2022 Budget
1	01-100 to 01-104	Clerk Fees *	$	39,100	43,200
2	01-105 to 01-145	Planning Dept / CEO Fees *	$	172,850	188,350
3	01-150	Dog Control	$	7,000	4,000
4	01-151	Public Communications	$	0	0
5	02-010	Auto Excise Tax	$	1,775,000	1,825,000
6	02-015	Boat Excise Tax	$	21,000	21,222
7	02-041	Cable Franchise Fees	$	100,000	102,000
8	02-200	Interest-General Fund	$	25,000	25,000
9	02-201	Interest on Delinquent Taxes	$	50,000	50,000
10	02-850	Payment Rebates	$	0	0
11	02-900	Miscellaneous Revenue	$	10,000	10,000
12	03-066	Lost Book	$	1,030	1,030
13	03-067	Library Fines	$	6,000	3,000
14	04-055	Rescue Fees	$	200,000	270,000
15	05-039	Gravel Pits	$	1,100	1,100
16	05-048	Driveway Opening	$	4,250	5,500
17	05-066	Tree Removal	$	4,500	4,500
18	05-078 to 05-097	Transfer Station Fees & Income *	$	114,250	116,500
19	06-049	Shoreland Application Fee	$	4,000	4,000
20	06-053	Junkyard Fees	$	50	50
21	06-370	Zoning Board Applications	$	500	500
22	06-380	Planning Board Fees	$	15,000	12,500
23	06-862	Blueberry Festival	$	4,200	4,200
24	11-005	DOT Local Roads	$	144,000	135,000
25	11-008	GA Reimbursement	$	10,000	10,000
26	11-060	State Revenue Sharing	$	656,894	656,894
27	11-061	Snowmobiles	$	3,000	3,000
28	11-062	Tree Growth	$	21,700	21,700
29	11-063	Veterans Reimbursement	$	5,005	5,005
30	11-067	Animal Waste Facility	$	900	900
31	Transfered from	Henry Pennell Mncpl Cmplx Fund	$	500	500
32		**Total General Fund Revenue**	**$**	**3,396,829**	**3,524,651**

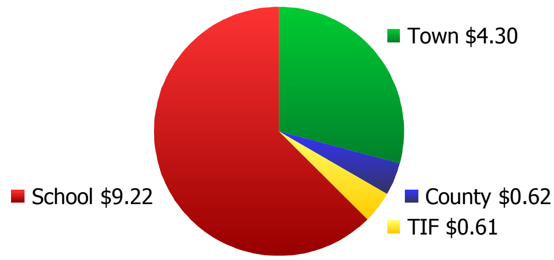
Projected Capital Reserve Fund Revenue

	Description		Budget FY 2020-2021	Projected Budget FY 2021-2022
33	Unassigned Fund Balance		681,000	500,000
34	Village TIF Transfer	$	0	75,000
35	Route 100 TIF Transfer	$	0	245,410
36	**Total Capital Reserve Fund Revenue**	**$**	**681,000**	**820,410**
	TOTAL PROPOSED CAPITAL RESERVE FUND REVENUE	**$**	**4,077,829**	**4,345,061**

* This figure is the total of multiple accounts in this department.

Budget and Project Highlights

$14.75 Projected MIL Rate



Hamilton property purchase The Town has an opportunity, with voter approval to purchase the Hamilton property across from Town Hall. Purchasing the property will give the voters a say in how the property is developed.

Land Acquisition Fund The proposed budget includes additional money for the fund. Maintaining Gray's rural character is component of the Comp Plan approved last year. The Open Space Committee has been working to develop a plan for reaching out to local land owners and a framework for accepting, acquiring and protecting both access and property rights.

Rebuilding Main Street (Rte 100/4/202) We have been informed by the Maine Dept. of Transportation (MDOT) of their plan to replace the storm water system on Main St. from the VFW to Yarmouth Rd. and down Rtes. 202/115/100 to the Turnpike. The Gray Water District will replace the water main. Other possible projects include burying the Village's utilities, sidewalk improvements, creating new crosswalks and traffic "calming" features to slow traffic through the Village.

2020 Financial Audit The Auditors determined that the financial standards, reports, schedules and processes used by the Town meet and comply with the Government Auditing Standards issued by the Comptroller General of the United States. "...our tests disclosed no instances of noncompliance or other matters that are required to be reported..."

Wilkie's Beach boat ramp, ATV and Bike/Ped Trails and the Yarmouth Road Park We are seeking or have received grants to fund the creation, replacement or repair of these projects to lessen the impact on local taxes.

Water damage at Town Hall covered by insurance While the water damage caused by a faulty sprinkler system created significant damage to the Town Hall. Our staff worked extremely hard and succeeded in keeping the Town Hall open during the clean up and repairs. For this we owe them our sincerest thanks. Fortunately insurance is covering almost all the cost of the clean up and repairs.

Comprehensive Plan The Council has begun implementing the plan approved last year. By using a Contract Zone Agreement (CZA) the Town will acquire 12 new acres of open space and protect the existing public access to trails through a proposed sub division. In addition, all Town Council committees have been asked to look at how their committee will help the Town meet the goals of our Comp Plan.

The Pocket Park, a new playground and a use study for the Pennell Lab are all being paid for with grant money obtained by the Town.

Proposed Capital Improvement Projects

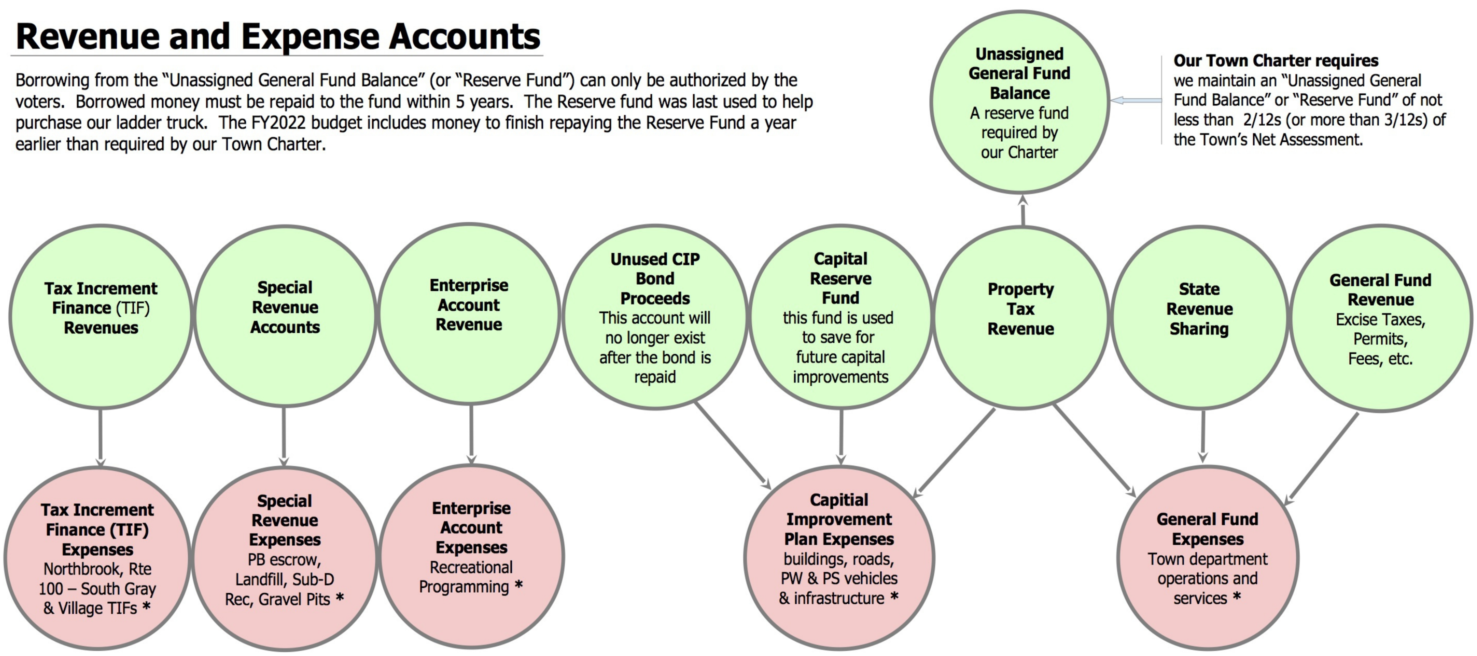
1	**Administration**		
2	Public Buildings Reserve Account	$	15,000
3	Computers (Town-wide per schedule)	$	20,000
4	GCTV Equipment	$	14,500
5	Pennell Septic Plan	$	5,000
6	Pleasant River Restoration Project, Phase II	$	5,000
7	Thayer Brook/Presumpscot River Testing	$	2,000
8	Groundwater Analysis	$	29,500
9	Gray Village Revitalization/CDEP *	$	75,000
10	**Administration Total**	**$**	**166,000**
11			
12	**Municipal Finances – Debt Service**		
13	Bond-Bridges/Road (FY 2015-24)	$	172,461
14	Bond-Library (FY 2015-24)	$	177,214
15	Bond-PW/Transfer Station (FY 2010-30)	$	214,000
16	Bond-Pennell (FY 2010-30)	$	160,500
17	Bond-Town Wide (FY 2019-39)	$	506,725
18	**Municipal Finances**	**$**	**1,230,900**
19			
20	**Library, Parks & Recreation**		
21	Basketball Court Lights	$	2,500
22	Land Acquisition Fund Payment	$	50,000
23	**Administration Total**	**$**	**52,500**

24	**Public Works**		
25	Paving – Dutton Hill Road	$	174,675
26	Paving – Hancock Street	$	19,125
27	Paving – Summit Road	$	20,825
28	Paving – Linden Lane	$	25,925
29	Paving – Liberty Avenue	$	14,875
30	Paving – Stave Mill Road	$	19,125
31	Paving – Marie Street	$	18,275
32	Paving – Marian Avenue	$	8,500
33	Paving – Jenny Drive	$	22,100
34	Paving – Fran Circle	$	59,500
35	Paving – Megquire Road	$	17,425
36	Paving – Alling Drive	$	14,875
37	Paving – Gray Stone Road	$	24,650
38	Paving – Spiro Ave	$	9,350
39	Pavement Condition Study	$	18,400
40	Electric Vehicle Charger Installation	$	5,000
41	Road Reconstruction – Yarmouth Road (a)	$	175,910
42	Water District Planning & Engineering	$	40,000
43	Stormwater Modeling	$	10,000
44	**Total Public Works**	**$**	**698,535**
45			
46	**Total Proposed Capital Improvements**	**$**	**2,147,935**

* CDEP – Community Development Economic Planning

Revenue and Expense Accounts

Borrowing from the "Unassigned General Fund Balance" (or "Reserve Fund") can only be authorized by the voters. Borrowed money must be repaid to the fund within 5 years. The Reserve fund was last used to help purchase our ladder truck. The FY2022 budget includes money to finish repaying the Reserve Fund a year earlier than required by our Town Charter.



*	A complete listing of all the components of these revenue and expense funds can be found on the Town's website.
TIF:	This is a State program that allows revenue from increasing property values to be set aside and used for public infrastructure projects.
Northbrook TIF:	Helped create the Northbrook Business Park.
Rte 100 – So. Gray TIF:	Originally created to replaced and extended a water main down Rte 100. It was expanded and redefined in 2020 to allow for the reconstruction of Yarmouth Rd.
Village TIF:	A fund to repair, improve and replace roads, intersections, sidewalks and underground utilities in the Village and roads leading to and from the Village.
PB Escrow:	The Planning Board escrow accounts contain money from developers to guarantee the completion of projects.
Landfill:	This is a fund to maintain our capped landfill off Seagull Drive.
Sub-D Rec:	Subdivision Recreation account a fees to be used to construct recreational projects in town.
Gravel Pits:	This fund is to help reclaim gravel pits when they close.
PW & PS vehicles:	Public Works and Public Safety vehicles that have an expected useful life of 15, 20 years or more.

2023 Budget Agendas: **Amended:** 03/16/2023

Tues – Jan 10th - 4:30-6:30pm:

-Council Items:

- -Cumberland County Sheriff Services –
- -Yarmouth Rd/Route 115 Project update & discussion

Tues – Jan 17th – 5:30-6:55pm:

-Auditing Services RFP

-Scholarships (Charles Baker & Grange 41)

-Education reimbursement funds

Mon – Feb 2nd – 4-6pm:

-Code Enforcement – staffing proposal

-Senior Tax Stabilization (LD290) & local Senior Tax Assistance program

-Planning Board stipend

-Council training/legal fees/stipend

-Sick time fund status & projection

-ARPA funds status

Tues – Feb 7th – 6:00-6:55pm (prior to TC meeting):

-Review of current bonds & discussion of bond buckets

Thurs – Feb 16th – 4-*6:30pm*:

-Public Safety Dept: **(4-5pm)**

- -Operations / 2nd year in new contract / staffing status
- -Emergency Operations Contingency fund
- -Radio Tower/hardware status - $225,000 ARPA funds pending
- -Pumper/engine truck status / CIP

-Buildings & Grounds Dept: **(5-6:30pm)**

- -Operations
- -Contingency Fund status
- -Libby Hill Trails
- -Boat Ramp status – ADA portion
- -Cemetery needs/budget request
- -Gray Historical Society – reimbursement fund/designated fund (under community)
- -CIP
  - -Facilities Study proposed changes update
  - -Science Building – childcare option?
  - -Pennell septic system/footprint master plan update
    - -Electric Charging Stations
    - -Electric Vehicle conversion plan
  - -Skateboard Park
  - -Basketball Court – relocation, lights, refurbishment
  - -Fencing update – adding to CIP

<u>2023 Budget Agendas:</u> **Amended:** 03/16/2023

(TC meeting – Tues – Feb 21st)

<u>Thurs – Feb 23rd – 4-6:00pm:</u>
-Yarmouth Rd Project review

<u>Mon – Feb 27th – 4-*6:30pm*:</u>
-Presentation of initial budget: **(4-4:15pm)**
-Assessing: **(4:15-4:45pm))**
- -Highest use/LD 1129 act related to the valuation of improved real property impacts
- -Senior Tax Assistance (under Community)

-Administration Review: **(4:45-6:30pm)**
- -Health insurance increase
- -Utilities – Solar Array discussion
- -Elections
- -Manager's contingency fund
- -Staff reorganizations – HR Director, Asst to Town Manager, Clerks
- -COLA/merit/salary adjustments
- -Retirement benefits review

Follow-up:
-What is the total in the basketball court lights' fund = $7,500
-What is the total in the skateboard park fund = $25,000
-Updated ARPA spreadsheet to reflect 2/2 workshop discussion – provided – need to split out Chamber/Premium pay

Budget Updates: ~~(1) $1,600 Charles Baker Scholarship Fund – add under Committees (2) GPCOG fee increase to $2.10 per capita~~ (3) $2,900 Educational reimbursement fund ~~(4) Council personnel development review by Jon $1,000 correct? (5) Council stipend increased to $10,500 for Chair (6) Sick/Vaca buckets separated with $25,000 in each – figures added, but account not split (7) Add $1,000 to GPCOG to cover discrimination comment contract (under communications) (8) Update CIP with Chief's proposal for pumper truck replacement~~ (9) 02-500 under Buildings mileage should be $25 for last year's (10) Add or print out DMS Committee balance under Committees ~~(11) Remove $75,000 from Buildings CIP for Transfer Station overhang~~ (12) 02-150 Public Safety personnel development should be $10k for last year ~~(13) Community Services – add all at last year's figures, outreach for details~~

<u>Thurs – Mar 2nd – 4-6pm:</u>
-Transfer Station: **(4-4:30pm)**
- -Operations
- -Fee increases – Ecomaine/others
- -LD1467 – packaging law status
- -Gatekeeper / sticker price discussion
- -CIP – review buildings & grounds recommendations for Transfer station

-Recreation Dept: **(4:30-5:15pm)**
- -Operations/Staffing
- -Childcare program update/Science Building discussion
- -Enterprise/Sub D funds status
- -Transportation – discuss RTP service proposal
- -CIP - $180k Maintenance Building upgrades – usage plans

-Addt'l program fees appendix?

-Communications/Information Dept: **(5:15-5:45)**

-Status franchise fees/contract renewal
-Print version of monthly newsletter
-Town Brands
-Community TV metrics
-Website status
-Town Seal
-Tracking Workbook transition
-Chatbot
-CIP requests

-Library: **(5:45-6pm)**

-Operations / usage with New Gloucester
-CIP – $100k Library buildout – usage plans

Tues – Mar 7th – *5:30*-6:55pm (prior to TC meeting)**:**

-Committees/boards: **(5:30-5:45pm)**

-Community Economic Development
-Open Space
-Wild Blueberry Festival
-ZBA / PB – make sure personnel development reflected here instead of Community Development
-PB stipend increased to $3,500
-Standardized form for budget proposals

-Code Enforcement: **(5:45-6pm)**

-Operations – update on PT transition

-Community Development/Planning: **(6-6:55pm)**

-Operations – update on new organization structure
-Watershed work / revolving loan for residential upgrades (phosphorus standards GPCOG/CCSW)
-General Assistance program
-CIP fund for engineering services

Tues – Mar 14th – 4-5pm: – Self Storage & LD2003 ADU

Thurs – Mar 16th – 4-6:30pm:

-Community Development/Planning Cont'd: **(4-4:15pm)**

-VALT Trail extension grant status / Pocket park grant status
-Douglas Field update – *discussion 3/23*
-Stormwater modeling status
-Yellow Book Appraisal – carryforward / status

-Public Works: **(4:15-5:45pm)**

-Operations / Director-Engineer / Asst to Director reorganization – driveway inspections
-Winter/Summer Roads/addt'l Garage – changes only
-Striping status/budget (testing options for Mayberry/other, bridge striping, etc.)
-HOA options to join bids
-Main St/Yarmouth Rd corner – emergency stormwater fix status

-Paving
-Libby Hill Rd project status – include paving in budget as in-kind
-Existing sidewalks maintenance funding
-Speed signs/traffic calming
-CIP – equipment
-Route 100 South stormwater status
-Stream crossings
-New sidewalks

-Community Service: **(5:45-6pm)**
-Sebago Lakes Region Chamber update on outreach, circulation, # of Gray businesses
-Lake requests
-Club/Organization donations
-Verify agreed upon GHS/Senior Tax assistance included

-Law Enforcement: **(6-6:05pm)**
-Status of figures – union negotiations
-Vehicle for School Resource Officer

-County / School Budget: **(6:05-6:15pm)**

Follow-up: (6:15-6:30pm)
~~-GHS contribution to fire safety upgrades ($25k)~~
~~-Is the I/T space being created in the storage closet just enough or will there be room to expand hardware? Mo~~
~~-RTP Proposal (1) rider fee for express (2) contract commitment (3) ridership data (4) location of line item in budget~~
~~-Confirmation the roof can handle the addt'l snow load created by snowguard proposal at transfer station. Mo~~
~~-Wilkie's beach attendant – can this cost come out of the Enterprise fund?~~

(TC meeting – Tues – Mar 21st) – TM updated recommendations presentation/updated budget pages

Thurs – Mar 23rd – 4-6pm
-Douglas Field relocation
-Final follow-up review:
-Grange 41 scholarship fund status – budget implications?
-Updated ARPA spreadsheet to reflect 2/2 workshop discussion – need to split Chamber/Premium pay lines
-TM to project costs for travel & provide last year's dates - $3,000 currently budgeted
-TM to work with Union reps to provide more detail on MePers option – projection $40k-50k
-FD to provide 1 month reconciliation spreadsheet for solar/CMP electricity bills
-Obtain KW production/usage information from Revision
-TM to provide 'general' figure for Addt'l Clerk position including bene's
-Council to provide FD with accounts for which a total is requested (ie – fuel, water, legal, etc.)
-Verify which contingency funds are designated and provide details on types of expenditures from funds
-Is a discount possible for the trio timeclock software? Josh
-Recreation transport vehicle costs – can Sub D funds be used? Approx $50k plus training & personnel impacts
-How many Committees have "@graymaine.org" e-mails – Blueberry, CEDC, others? At $12 per month per email, cost prohibitive to have more. PB & ZBA & Council all have them due to quasi-judicial roles. Fees should be under I/T budget.
-Resiliency Committee request?

<u>2023 Budget Agendas:</u> **Amended:** 03/16/2023

-Summary from CCS&W related to $5,000 work in this year's budget and verify costs for phosphorus standards/ordinance work can be covered in this year's budget. Outstanding invoice found from 2022 – researching.

-Sub D Account review (5 year trend)/Enterprise Account review

- -Stillwater Recreation Field – loam increase $20,000 - Mo

-TIF discussions

- -Route 100 South / Yarmouth Road projections – final projected numbers/borrowing strategy
  - -Status WD bond for route 100 south water line
  - -Status of $495K allocated to WD in FY22 cycle
  - -Status of $500k allocated to 'active' for easement work in FY22 cycle
  - -Total projected TIF fund as of 2028 – net of above figures
  - -WD capacity for contribution
  - -MDOT share – committed $625k MPI – 2nd MPI? Addt'l funding?
- -Northbrook – move available to active for Yarmouth Rd project - $500k + any addt'l projections?
- -Village – money available / amount to move to active
  - -Accounting of what is left in this year's budget
  - -Comp Plan Implementation contract services
  - -Principle Group contract services
  - -Village underground utilities work
  - -Village stormwater/wastewater work
  - -GIS mapping work

-Yarmouth Road Project – MDOT funding options

-State revenue sharing projections & Town revenue projections

- -Enterprise/Sub D fund– can we see 3 year trend on Sub D fund?

-Bonding options

- -Debt level comparison/interest rates/terms
- -Buckets discussion (CIP, land acquisition, projects, etc) /costs / draft numbers
- (1) CIP Bucket
  - -Pennell Footprint Plan – $400,000 phase 1 + $92,000 minus b-ball lights fund phase 2
  - -Need clarification from Mo – re: basketball court/pickleball court costs
  - -Manual Arts Building conversion - $180,000 + addt'l items? Mo
  - -Library Buildout - $100,000 + addt'l items? Mo

-Rainy Day Fund (3/12th) – how much can be borrowed from fund (1/12th)

-Final CIP discussion/Misc leftover CIP

- -ARPA funds spreadsheet – $282,000 available - updated & final allocations
- -CIP Payment

-Council recommendations for changes

- -Do we stay at $50,000 for sick/vaca fund or reduce?
- -Do we want to set aside any money for a revolving loan program for water quality upgrades?

-Certified ratio discussion

-MILL Rate discussion

-LD1 discussion

-Budget Flyer – identify items

2023 Budget Agendas: **Amended:** 03/16/2023

Budget Updates: (3) $2,900 Educational reimbursement fund (9) 02-500 under Buildings mileage should be $25 for last year's (10) Add or print out DMS Committee balance under Committees (12) 02-150 Public Safety personnel development should be $10k for last year (13) Move Wild Blueberry Festival to its own page like other committees (14) update Planning Board stipend to show $2,500 in last year's budget which was approved & $3,500 in this year's with a change of $1,000 (15) Rather than carry forward CEDC figures from last year's budget – increase $4,000 request to include outstanding tasks/costs (16) Move legal fees from Community Development and Code Office to designated "Legal Services" CIP fund under professional services (17) Move Comp Plan implementation contract services from Community Development and Village Utilities/Village Stormwater/Wastewater funds from CIP to put on TIF spreadsheet (see below) (18) Add $2,500 to additional roadwork for Woodcock winter maintenance (19) create testing fund PW for striping/bollards, etc. (20) Add Libby Hill $60K paving to road list for earmark app (21) LSLA request should be $10k not $13k (22) Reduce GHS Fire Alarm Panel to $20k in CIP (GHS will contribute 5K) (22) Add separate line item under Community Service for $20k RTP public transport (23) Remove $2,500 for b-ball court lights from CIP – combine existing fund $7,500 to Pennell project fund

Mon – Mar 27th – 4-6pm- possibly use some of this WS space for Comprehensive Plan Coordinator discussion?
-Updated final budget – review/discuss/straw poll
-Budget presentation draft – review/due in packet – 3/28
-Separate Questions for Warrant
-Budget Flyer - discussion
-Tax bill insert – discussion

Tues – April 4th – (TC Meeting) – 7pm – Budget Presentation & Public Hearing – feedback from residents
-Discuss any feedback from residents
-Finalize Warrant article wording

Tues – April 18th – (TC Meeting) – 7pm – appr Warrant Articles

Tues – May 2nd – (TC Meeting) – 7pm – appr Municipal Warrant

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No	Items Label	Cost Est.	Task No.	Description	Comments
1	Education Funds	$2,900	N/A	New **continuing education fund policy** was approved allowing for up to $5,250 per semester in reimbursements per qualified employee studies. Benefit is dependent on available funds.	Policy includes request for submissions to allow for proper budgeting. Deb advised deadline for submissions is January. She will provide info on any budget requirements. Employees had until Jan 19th - request included in individual budgets. (10/28) Deb advised no employees have submitted request - thus no funds needed this year. (1/19) Deb verified there are no requests for this cycle. (1/13/22) Nate adv he has no requests for teh 22-23 budget. (1/17/23) Nate has submitted a reimbursement for himself and not rec'd any other requests from Dept Heads. Council approved his request.
2	Employee Vacation/ **Sick Fund**	(2020) $35,000 (2021) $25,000 (2022) $35,000 (2023) $25,000 sick & $25,000 vaca	N/A	As of June 30, 2017 the **Town's Liability for compensated absences** - this is an unfunded liability and comes into play when an employee retires or leaves and requires a payout of **accumulated vacation/sick time**.	There is no designated fund for total $245,419. Deb advised Town spent $18,000 on retirements last year (unfunded). Council discussed setting aside 10% ($25k) or 15% ($37k) annually to start. Council is looking at $25,000 Manager Contigency fund as first step in this funding. (10/28/19) Council agreed further payments to close gap should be considered. (2/18) Deb advised she is seeking $25,000 for this fund - separately from the Contigency fund as with pending retirements, it is likely the $25,000 will be exceeded. (2/28) Katy advised she added another $10,000 and stated we cannot reduce as it will all be spent next year plus likely the contingency fund. (12/15) Council wants to review & possibly update sick time accumulation policy - currently unlimited. (1/19) Katy confirmed there are anticipated retirements & Council agreed for this cycle, the focus will be funding to cover. The goal long term is to build up the fund. Deb will provide summary of benefit packages in other Towns - Council will review a possible change in 'pay out' cap which may include a change in carry forward policy. (2/11) Katy adv there are no known planned retirements this year, thus the reduction in amount to $25K. If that holds, we will be able to establish a separate account to offset the liability. Sandy also adv she will be recommending that the Council log the policy discussion on the master list at the next TC meeting. (3/22) Katy has asked Alyssa if we need to have a separate warrant article to establish this fund. (3/24) Katy has verified this will need a separate question but is below the LD1 limit. (1/13/22) Nate compiled data from other towns & drafted a starting point change to the policy. Council made addt'l info requests. (1/31) Nate prov more info/Council discussed again, but briefly. Nate conf $25k in budget as placeholder. Council req Nate/Katy to adv on any known upcoming retirements. (3/15) Council discussed options & agreed on parameters requesting more info from Nate. Will discuss again at 3/22 WS. (3/22) Council agreed to increase to $35,000 this year & set up designated account (via TC meet) & finalize changes at upcoming TC meeting. (5/19) Council agreed to changes, will be voted on at 6/7 meeting. (6/7) Council approved changes & will need to continue to work to close the gap in unfunded liability with next budget cycle. (2/2) Council rev & agreed to split Sick & Vaca into two accounts - initially add $25K each - may reduce

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No	Items Label	Cost Est.	Task No.	Description	Comments
3	CIP Payment	$2,455,000	N/A	2018 CIP Bond package was put together to allow Town to make **payments to the CIP fund** over a 5 year period. The $100,000 reminaing outstanding from the 3/12ths rainy day fund is being logged separately - see below.	Need to determine the status of the $500,000 repayment to rainy day fund. Need to determine what the annual payment is based on CIP 15 year projections over the 5 year period. Deb will have more info on repayment after new year. Council identified as top priority & Sandy expressed desire to ensure CIP has everything included before the calculated payment is worked on. Mo advised there was some equipment missing which has now been added. Discussed approaches to payment calculation including using an inflation rate of 4%. Council identified the possible $100K gained from resale of old ladder truck as CIP payment - as voted on by residents. In addition, Council agreed to move $100k into CIP from the $500k payment into the 3/12ths - to use projected overage next year to finalize the $500K re-payment. (10/28) Old ladder truck is now for sale. Council agreed to ask Finance Committee to come up with "fully funded" number to better understand the gap between current $100K - for discussion purposes. (12/17) Deb adv $85,000 rec'd from sale of old ladder truck and $10,000 rec'd for sale of retired equip for total of $95,000 for CIP fund. (2/13) Deb & Katy provided updated CIP information to Council. (4/2) Council agreed need to review/update fiscal policy after budget season to look at bonding larger, long term equipment items - will change CIP funding. $42,570 interest going into CIP from bond, but will be used for paving. Agreed to keep funding at 1,850,000 with final review after final numbers provided. (4/28) Sandy re-raised the option presented by Deb/Katy to reduce the CIP payment by the $42k interest payment as a way to reduce the overall increase on the operations side. The addt'l paving could be pushed off or could be done with the result being the CIP end balance would be reduced by $42k. Majority of Council wanted to stay the course & not pursue this option. (3/24) Katy prov 3 scenarios with payments - Council agreed to lower payment based on target to stay "neutral" with starting balance. Katy adv approx $250K will flow into the debt serv payment from bond savings even after appr proposed usage. This will bring us up over 'neutral'. Council to make final adjs at 4/12 meeting. (3/22) Council agreed to increase payment by $455,000 as overlay is proj to be $749,000 and recommended amount is $300,000.

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No	Items Label	Cost Est.	Task No.	Description	Comments
4	Watershed Plans	$18,000 (2018) $5,000 (2019) $7,000 (2020) $5,000 (2021) $5,000 (2022)	N/A	$12k for Thayer Brook & $6k for Cole Brook were approved in last year's budget. Cumberland County Soil & Water Conservation District has identified other **watersheds** that **need surveys and/or protection plans.**	Doug advised contracts have been signed & surveys will be underway shortly. Some discussion was made about what other watersheds need attention. Doug will reach out to CCS&WC to ask for input and estimated costs for next steps. Awaiting report back from initial watershed study for next steps and costs. (8/6/19) CCS&W will be doing a presentation in Sept to provide an update & next steps. (10/28) Presentation has been pushed to December. Council asked if CCS&W would provide feedback on other necessary watershed studies and estimates - in addition to any monetary impacts from completed studies. (12/17) CCSWD presented results of study to Council along with recommendations. Council asked for est. for each task (ballpark), as well as, ISWG fees. (12/18) Katy provided the Watershed estimate document to the Council which is set to discuss it at the 3/26 workshop. (3/26/20) Council reviewed and would like Doug & CCS&WC to prioritize top tasks & resubmit lower budget. (4/2) Doug provided update - split in two piece with each about $13k. Council would like tasks (1) from each proposal for this year & then the rest for next year to balance addressing current water quality issues and preparing for future impacts - revised cost $7,200. (4/9) Kathy advised after re-reading proposals she better understands why Heather is recommending items 1-3 first before doing ordinance work. Will get clarification & bring to 4/16 meeting. No impact to bottom line as part of CIP. (4/21) Kathy rev with Council, and Council agreed to go back to the original 2 tasks - but only do task #1. With the grant funding the remaining tasks would be done the following year & after Task #1 is complete, the Council will have a better handle on when task #2 should be done. (3/9/21) Doug adv that the reg grant requires $10k commitment, but will be split over 2 years ($5k each). There is also another request for 2 monitoring stations for $2k this year & $1k annually. (3/3) Doug adv addt'l $5k is being req for previous $10K commitment - needs to be added to CIP. He is also working with CCSW on scope of work for funding in this year's budget. (3/16) Doug advised an outstanding 2022 invoice has been found. Check to see if the 2022 funds were carried forward as that will impact current funds if not & budgeted figure.

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No	Items Label	Cost Est.	Task No.	Description	Comments
5	Sidewalks - Libby Hill	$500,000 + cost of 2nd entrance & trail - $50,000 for planning & $60,000 for paving as inkind	#103 H5	MSAD15 has expressed interest in a joint effort in developing project plans for new **sidewalks** between **Middle & High Schools on Libby Hill Road** for possible grant application/approval for outside funding.	Council discussing top priorities from Public Works, included in Bike/Ped Plan and from MSAD15 standpoint. State grant programs require an approved project plan and as specific % of the funding approved & set aside before applying for remainder of funding. Joint leaders meeting with MSAD15 being worked on again. Steve included the Russell School piece in his engineering request for Shaker RD (see item 25B). Dan also recommended a 'standard' be derived for all future sidewalks - covering things like width, grade, ADA requirements, etc. Steve advised he could work with Will to create a standard. Council will budget for engineering & roll this into the Shaker Rd project - see 25B below. 20% of funding would be considered in future budget once total cost is known. (10/28/19) Council asked to have Will provide estimate for engineering costs. (03/12/20) Council agreed because we are expending substantial funds for the Shaker Rd sidewalk project, this one will need to be deferred. Alec also advised the existing sidewalk would need to be redone as it is not ADA compliant. (3/2/21) Council combined this item with the sidewalk ext from Hannaford to Spruce, paving LH road, add a crosswalk to the new possible emergency exit from school - into one project and submit to GPCOG as a shovel ready project for possible state/fed funding. Will not know if there is funding until likely April/May. (12/9) Council to set up WS with MSAD15. (1/31) WS set for 3/28 (3/28) Town/MSAD15 ironed out high level scope. Alec prov updated figures. School will provide figures for 2nd emergency exit & trail. Anne will check into earmark application to submit for federal funds. Council added $50k to budget to do engineering in case we do not get federal money. (5/19) Gray was not selected - Anne work to set up meetings. (12/20) walkabout with MDOT set for 1/10. (3/16) New earmark app submitted. Added $60K for paving to Town contribution & School has budget $50,000 to contribute.
6	Skateboard Park	(2020) $15,000 (2021) $10,000 (2022) $10,000 (2023) $10,000	N/A	A GNG Student reached out to the Town asking for consideration of a **Community Skateboard Park.** Partner with school?	Dean was working on pulling together information from other Towns with skateboard parks to provide cost estimates. May be funded by the recreational enterprise fund. Dan advised Mike L. at HS has a group of students working on this and he has given them the timeline for budget season. He expects they will reach out after the new year to come in for a presentation. $25,000 estimate provided - but could be more - Council agreed need more advance work, possible Community group & fundraising before included in Town's budget. (10/28/19) Dan advised this is still be worked on. Council agreed until they are ready to present a plan both for the park and the fundraising piece, this will not be considered. (1/21) Officer Chadler will present at the 2/4 Council meeting. (2/4) Presentation made to Council, majority supports project, requested a full blown proposal with estimated budget before next steps could be determine. The funding will need to be grants, fundraising & the Town. Location will be critical. (2/27) Rec dept is requesting $15,000 (out of estimated $125,000-130,000) to start the ball rolling on planning & fundraising. (2/18) Brought Nate up to speed, Dean was unsure if there was any recent activity on community side. (3/22) Sandy suggested we maintain the $15k fund established last year, but forgo adding an addt'l $15k this year - due to lack of activity on the project. This will give Community effort time to regroup after covid and we can consider next year. Council agreed. (2/14/22) Dan & Nate advised there is renewed interest in this effort from the School and some residents. Will likely be rolled into the discussion about Village Gateway/Pennell Recreational footprint. Staff recommending another payment into 'seed' money as total costs is likely well over $100,000. Grants/fundraising will need to be done. (2/24) This issue came up during the Rec Dept review & Nate adv a new meeting was set which Anthony will join as well as Dan to determine the level of support and interest. (3/22) amount remains the same. (2/16/23) amount remains the same

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No	Items Label	Cost Est.	Task No.	Description	Comments
7	Land Acquisition Fund	(2019) $50,000 (2020) $25,000 (2021) $50,000 (2022) $50,000	N/A	Continue to build **Land Acqusition Fund**	May be funded by the recreational enterprise fund. Recently notified of 2 residents (Carrie Carter & Steve Morse) who have obtained a license from the state and are looking at setting up a Committee. This is tied to both the Comprehensive Plan and item 13B as a review & input from residents in needed to determine need, size, location, priority, etc. Deb did advise that Newbegin is in need of substantial upgrades to make it more efficient and capacity has been breached. See 32 below - would roll into Land Acquistion fund. (8/6/18) The Council asked Deb to reach out to the owner of the Hamilton property to inquire about options for the Town - whether that is a community center with municipal parking, fields, or housing - or a combination of them - is unknown at this point & will require further discussion. (10/28) Council has this on their workshop list. (3/12/19) Council has set a workshop on 3/31 to discuss the status of the Hamilton Property and Land Acquisition funding. (3/31) Council discussed and agreed it is a great opportunity and Town should move to engage owners in an option contract to give us time to collaborate with GNGLL, Royal River, etc. to develop plan, seek resident input & approval and create a funding plan. (4/2) Council was provided with valuation info & will discuss land acquisitoin fund at 4/9 meeting. (4/9) Council discussed tentative steps for Hamilton property is to identify funding in this year's budget, then between now & possibly Nov election, working on more details for concept plans and identify funding options which could be used to seek residents feed and a vote with Nov election. Council agreed to set $50,000 again as separate question. (4/28/20) Council agreed to reduce to $25k and to list as part of the CIP warrant article. (3/9/21) Council will start with $50k to see impact before making full decision. (3/22) keeping amount the same (3/29) Council discussed changing approach to spend the money to allow more flexibility during a fiscal year as real estate deals are usually private and with Land Trusts deals can require quick responses. Katy will check to see if this will require a charter change.

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No	Items Label	Cost Est.	Task No.	Description	Comments
8	Planning /Engineering	Route 100 South TIF Funds - $176K appx + $240K for Water District (2022) $500,000	#4 M3	TIF Projects (Main Street, Village Shaker Rd, **Route 115**), Sidewalk projects, and other projects (Wilkies Beach) require **engineering work to develop plans** before funding can be sought (or to have more pull with MDOT/MTA).	Steve projected $75K for engineering work for the Route 115 project, but Will advised that the engineering costs need to be included into the project request - if we go with MPI program - where MDOT would pick up 50% of costs - up to $500k. Project is estimated at 1 million. Therefore, no budget impact for this fiscal year. Gorrill Palmer provided $91,000 design fee & $62,000 full time construction inspection fee as estimates - but would provide a new proposal when the Town decides to proceed. Given item 25B will likely use up TIF funds for this year, this will be considered in a future budget (with evaluting the intersection at the same time). (12/17/19) Public forum held on 12/5 - Council to set workshop. (3/26/20) Council is working to amend Route 100 South TIF to allow for funds to be used on this project. (4/21) Council set public hearing for 6/2 to put out to voters at 7/14 election. (1/19/21) Workshop held with Staff/Water District/Engineer to create general plan for starting this project. Route 100 South TIF funds are available - with expiration of 2028. Will will work on providing estimates for (1) complete 'ledge' profile of road using ground penetrating radar (2) updating and completing full survey of area - Main street to 59 Yarmouth Rd (3) create a high level plan to include parameters agreed to in workshop - working with the Water District to include their piece and including Brown Street reconfiguration/parking analysis. The goal will be to use the starting plan to schedule more public forums and have some idea of overall costs as we progress. (3/9/21) Will rev proposal for services. Council asked that (1) meet with Water District (1) meet with MDOT be added, Doug asked that addt'l boaring be added to ensure ledge identified properly on slope, Council adv Church needs to be pulled into discussion on Brown Street intersection, and agreed to remove "inspection/post project" services be removed for now as those decisions will be made at a later date, but we have an estimate of $101,590 for full time inspection services. (4/12) WD submitted est for rt 115 which is over the $495,000 total. $40k is needed in coming year for engineering/legal. Further disc is needed on total cost. Nate will verify number. (5/4) WD req more funds for materials. (3/15/22) Council dis need for easement funds in coming year. Nate will try to obtain est from Will. (3/22) Council agreed to move $500,000 - current est for easment is $200,000 but there will also likely be addt'l engineering work and possibly preparation work. Nate needs to obtain info on WD portion.
9	Construction Costs	$88,400 / GPCOG grant?	#103 H5	Extending sidewalk from Hannaford - Spruce Street - **Sidewalk projects**, and other projects (Wilkies Beach) require **engineering work to develop plans** before funding can be sought (or to have more pull with MDOT/MTA).	Steve is requesting $13,770 for construction costs to extend the sidewalk from Hannaford to Spruce street (engineering has already been done). (2/13) Alec provided estimate which includes engineering, construction, crosswalk from Spruce to School walking path, tree removal/stonewall relocation & possibly drywell = $88,400. Council set to discuss at 3/12 workshop. (03/12) Council agreed because we are expending substantial funds for the Shaker Rd sidewalk project, this one will need to be deferred. Alec also advised the existing sidewalk would need to be redone as it is not ADA compliant. Alec also advised work new the pathway would like need to be added to this project due to stormwater issues. (3/2) Council discussed this in Council meetings as GPCOG was seeking shovel ready/worthy project to use to obtain grant funding from State/Federal programs. Council agreed to roll this into Libby Hill paving, LH sidewalks reconstruction & extension and a crosswalk to the MSAD15 ROW path which may become an emergency 2nd exit for the schools. Alec/Deb submitted to GPCOG. (12/9) Council to set up workshop with MSAD15. (1/31) WS set for 3/28 (3/16) See above

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No	Items Label	Cost Est.	Task No.	Description	Comments
10	Contingency Fund	Manager $25,000 (FY23) $30,000 (FY24) Build/Grds $15,000 Legal $21,000	N/A	Many Towns (and most companies) incorporate a **Contingency Fund** into their budget planning to cover unforeseen expenses.	Deb provided (2) examples - $18K for unfunded vacation/sick time for retirees and $10K for the stormwater video work on Main Street. She has to cut from other parts of the budget which means other tasks go undone & must be refunded in subsequent budgets. Many municipalities have these funds to address unexpected or emergency situation. Another one is storm clean up for Public Works. Council discussed between $20-30K. Council agreed to tentative $25,000 amount to cover projected retirement and have some left over. (10/28/19) Council funded this as a combination of employee time & contingencey - agreed we need to continue working on this fund. (2/18/20) Deb advised she is requested $25,000 for this fund separate from vacation/sick time outstanding liability. (2/27) Katy advised we will likely spend this to supplement the vaca/sick time fund. (4/2) Deb advised it could cost up to $10k for an addt'l election if we miss the 6/9 election. Katy advised the money in this year's budget for that election would flow into the unassigned but would not be accessible until the following year's budget cycle after the audit was completed. Council needs to consider adding $10K to contingency. Katy advised that contigency is set aside to help with transition to new Manager. (4/9) Governor will be moving election to July 14th - we will move local to coincide. Ballot printing, machine programming will be in current buget, there may be some money needed for staff time. Council agreed to keep contingency fund at $25,000. Election change is another example of why a contingnecy fund is needed. (2/11) Deb adv that this was sufficient. (2/18) Council discussed need for fund for buildings & grounds. Will have follow-up discussion on amount & how to set up. (3/22) Council disc separate funds vs. one fund & opted for one fund; however, Katy pointed out moving it out from B&G will impact the total amount towards LD1 - Council may reconsider. (4/12) Council discussed again & agreed to move to CIP & increase CIP payment by equal $15k to keep neutral on LD1/CIP reserve. This will make the use clearly & will allow it to roll over. (2/14/22) Recommendation is same payments as last year. (2/16/23) for B&G another $15k is requested - Mo projects $45k as the top line - once hit- future budgets will only reflect replacement of use vs. $45k. (2/27) Nate req $30k this year - as $25k budget last year will likely be used completely. (3/7) Council would like to see designated legal fund for PD/Code under professional services (CIP)

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No	Items Label	Cost Est.	Task No.	Description	Comments
11	Paving	(2020) $469,250 (2021) $449,225 (2022) $511,650 (2023) $680,000	N/A	Need to review **Paving budget** process to ensure projected & actual are closer	Paving has been increasing in costs the last several years with 'asphalt escalation fees' built into the contracts. This means projected jobs (4 roads) may not match what actually is paved (3 roads) as money runs out during the season. Either need to increase paving budget or need to identify 'definite' vs. 'maybe' roads in the process or select fewer roads. Need to keep engineering report in mind to ensure Town stays ahead of failing road projections. (10/28/19) Steve will adjust request - to ensure we get 'caught up' on our paving - as a starting point. (2/27/20) Figure excludes $13,500 being requested for pavement condition study. (3/12) Council discussed request for study. There is no industry standard - and last study was done 2017. Alec said roads that have been paved in last 3 years would need a study to determine their updated status. Council asked for est to do just those roads vs. a full study. (3/26) Alec checked into reducing study & only option is to break down into districts to do one each year - but that will likely cost more overall. Council agreed it needs to be done by next year at latest, but need to push this year. (3/2/2021) Alec adv only one overlay was done last fall after the budget vote, but he felt the 2020 paving would be done before June. Confirmed that at $500k a year could clear the backlog in 8 years. This does include parking lots, but not sidewalks. (3/8) Alec rev new paving study & proposed paving plan for this cycle. Alec also adv he will keep GP up to date on newly paved roads & Council agreed new study every 5 years is a good timeline. Dan suggested it be started earlier, but Alec adv it is started as soon as the budget is approved (July) it just takes a long time. (3/16) Tim prov update on this year's paving (Spring) moved 2 roads to next yr & pulled 3 to do after LH Rd - reviewed next year's increasing due to costs & need to add $60k for LH
12	Libby Hill	(2020) $13,579 (2023) $12,390	#27 H1	Need to determine long term obligation and budget funding for **Libby Hill maintenance** for Town's portion of acreage	Work has begun on the Libby Hill deed review. That will include work on a maintenance agreement between the Town, MSAD15 and the Community Endowment. An informational meeting between the 3 parties is being scheduled. Need to determine how much annual funding will be needed for Town piece and what changes need to be made to CIP schedule. (10/28) Dan was assigned as liaison and the first meeting is set to work on identifying the costs. (12/3) Council discussed again & agreed should be on list. (2/27) Increased by $2,527 for total of $4,027 plus tractor in Mo's budget to assist. (3/12) $4752 winter operations plus $4800 spring operations = $9,552. Requested Pavillion budgetting will likely be deferred until MSAD15 identifies their funding. (2/18/21) With reorganization of Rec Build/Grounds under Maintenance - per diem for LH was moved as well. Amount based on projected figures available. (12/7) Council supported MOU. Mo to work up figures for this year's budget with GCE assistance. MSAD15 reviewing with proposal to contribute $5,000. (2/14/22) Mo has rolled budgetting for LH into his regular process/accounts & identified CIP needs. This includes $7k for legal work on conservation documents. MSAD will contribute $5k to operations budget & will handle legal fees for maintenance agreement. (3/3) Mo has rolled costs into the Building & Grounds budget and CIP. (3/22) Sandy adv MSAD15 will be remitting $5,000 in FY22. Will set up designated fund after budget approval. (2/16/23) LH budget now part of B&G - amount remains same from last year $12,390 - item can be closed now.

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No	Items Label	Cost Est.	Task No.	Description	Comments
13	Traffic Calming Measures	??	N/A	Add **traffic calming measures** as part of the project planning & designs	(10/28/19) Bicycle Coalition of Maine provides these items free of charge for testing; however, if Gray does decide to proceed with formal measures, equipment and/or construction costs may be incurred. (3/12/20) Anne advised it will take through the summer to set up tests and to identify what, if any, traffic calming measures will be recommended and then to determine costs. Will be considered in next year's budget. (3/2/21) Council agrees there are many options and there are many areas that could use them. Would like to engage organizations that can help us test lost cost or no cost options. Need to engage residents and MDOT as we move forward. (3/16) Council agreed to add addt'l striping to Village Shaker Rd - sharrows and more narrow lanes to test out the results. Alec to provide addt'l costs. (3/23) Nate spoke with Patrick Adam (MDOT) and they will donate the signs. He provided requirements for sharrows and he will make sure Alec provides increased striping line to Katy. (3/24) Alec adv sharrows will not work on Shaker due to MDOT stand. Council agreed to hold off on add funds and will pull this into the Route 100 discussion. (3/8) Council/Staff had good discussion on options and agreed we should roll this into the larger infrastructure projects being planned - working with the Bicycle Coalition of Maine to set up testing options in the coming summer/fall. (3/16) Asked Tim to put some small funds in his budget for possible testing - striping, bollards, etc.
14	Fencing	?	N/A	Need to **add Fencing to CIP schedule** - applicable departments	(4/9) Dan pointed out that existing Town owned fencing does not appear to be included in any of the CIP department schedules. Council agreed it should be added before next budget cycle. (1/19) Katy advised this may be split between budgets (Build/grounds & Rec), but they will work to pick up the fencing for future planning. (2/18) Mo adv he is in the process of collecting data - Pennel & Library fencing has been measured. They will be measure Transfer Station fencing (which is substantial around the landfill) next. Once the dimensions are cataloged, the next step will be to grade the condition of the fencing & set up replacement schedule in CIP. Target to complete for next budget cycle. (2/14/22) Mo has begun work on this effort by cateloging current fencing. Goal is to come up with a per foot cost for budgeting purposes, but this is complicated by the height and type of various fencing. Long term, trying to streamline those options may be useful. Fencing around solar array is under owners responsibilities, but would transfer if Town purchases array in year 6. Mo will continue the effort for next budget cycle. (2/16/23) Mo advised he has inventory. Council will defer to him to add to CIP schedule - this item will be closed.

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No	Items Label	Cost Est.	Task No.	Description	Comments
15	Existing Sidewalks	$4,400 (condition study)	N/A	Need to **add all Existing Sidewalks to CIP schedules**	(4/9/20) Sandy pointed out that existing sidewalks are also not listed in the CIP schedule for maintenance/reconstruction work. Town has been only addressing when applicable roads come up for paving - usually nothing is done when overlay paving is done - creating a situation where they are only being addressed when a road is reconstructed. By that time, sidewalks are in bad shape and add considerable costs to the road budget. Need to put money aside to ensure existing sidewalks are maintained and funded when reconstruction is needed. (1/19/21) Alec updated the council on this as part of the paving catch up plan. He will be asking for the road study again this year. He is working to pick up the existing sidewalks and parking lots. Pending the study and updated information, he feels if we maintain our current $450k annual paving budget, we could be caught up in about 7 years without accounting for sidewalks/parking lots which may then need attention. He is working with data from Stevie & his own to compile a list/conditions. We also need to make sure we understand any 'new' sidewalks being built need to be added (extension on Shaker Rd - planned Rt 115 sidewalks). (3/2) Council has asked Alec to obtain cost est to add sidewalks to paving condition study (3/15) Alec adv addt'l $4,400 is needed to add sidewalks to condition study. He also clarified that "maintenance" is not the same for sidewalks - there is limited options because of curbing, ramps, landings, etc. It is more about tracking for full replacement. (3/8) Alec rev sidewalk study and Council agreed for this cycle - work will be rolled into the larger infrastructure projects being planned. It was note that the paved VALT trail sections should be added to the sidewalk list to ensure long term maintenance & budgeting. (3/16) For next year, asked Tim to make sure all existing sidewalks not covered by big projects added to CIP and for Route 100 South to work developing cost for upgraded stormwater in addition to new sidewalk.
16	LD1	N/A	N/A	Discuss impacts of **LD1**	(9/15/20) Council agreed to log to ensure discussion on how to mitigate issues with LD1. (3/23/21) Katy advised that we are currently $4,500 over LD1, but with some of the changes requested that number will go up. Council agreed we MUST come in below LD1 this year. Discussions on how to accomplish that will be held at 3/24 WS. Katy pointed out that separate questions would be outside the LD1 for operations/CIP. But then would require individual LD1 questions to go with them (ie Senior Tax Rebate - IF Council proceeds or accrued time off fund). (3/24) After the changes made - the budget is $1,502 under LD1 incl employee accrued time fund. The Senior Tax rebate will be over the limit & set up as a separate question. (3/22/22) Town was in LD1 territory as soon as the State increased their share of revenue sharing. The MIL rate is not increasing, but residents will need to vote the LD1 question to approve the budget. (3/29) Katy rev calculations and Council agreed trying to add some additional information to flyer, in Nate's presentation and perhaps in the videos is a good idea. (12/20) Nate & Sandy discussed with new Legislative team. Annie G will be researching further. Krista will check with Tony P at GPCOG to see if he has some suggests for new language. Council will discuss at upcoming WS. (2/2) Sandy will be meeting with team. (2/8) Sandy, Anne & Nate provided testimony along with Sen Pierce and Rep Graham at a public hearing held by the legislature related to possibly repealing LD1 or modifying the language to allow for a rebase and simplification of the calculation. Gray also proposed language to eliminate the separate question requirement if repeal was not possible. Committee to begin work on details. (3/8) Nate worked with MMA to support a repeal

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17	Communications	$18,910 in owed fees / $102,000 in annual fees $98,000 projected	N/A	Consider proposal from Community Communications Committee to use **Franchise Fees for Equipment**	(10/6) Anne advised the new Committee would like to see the newly discovered underpayment of franchise fees ($18,910 for 2 years - more to follow?) put towards purchasing new/more equipment to improve the use of the Community Television Station and other platforms. (2/11) Council agreed until this money is rec'd, it will not be considered. There was a good conversation about how best to utilitize the funding with everyone agreeing increasing communication was a high priority & it would be helpful for the Committee to make a proposal for specific needs/equipment/plans which require funding. Council could then consider best approach. Deb adv current revenue is estimated at $102,000 and that the new contract will not be done until at least June. Spectrum is currently disputing the 'unpaid' past fees. No timeline on when that issue will be resolved. (2/24) Council discussed and Spectrum is currently paying the 5% fee from previous contract. Council will consider new Cable Ordinance at 3/1 meeting & will further discuss the PEG fee (up to 2%) vs. setting aside a portion of the 5% for PEG. Katy needs to advise if a separate fund for equipment can be established. (3/8) Katy prov info in e-mail - council to discuss again. (3/17) Council appr ordinance update. Equipment needs included in budget. separate PEG fund will be discussed once negoatiated contract is obtained.
18	Electric Vehicle Transition	?	N/A	**Transition** Municipal **vehicles to electric** versions	(12/1) Sandy advised she would be bringing this forward given the new solar array will be going online. Long term, if Town buys the array, conversting as many vehicles as possible to electric will save more costs. (3/23) Council discussed plan for this - GPCOG has a loaner available for Towns to try out - Kathy adv they have used it before. Staff feels that having one 'shared' EV car would be beneficial - could be used by Code, Assessor, Admin, Planning, etc. and would charge overnight so the level 2 would work. Nate pointed out the question is which vehicle would it replace? Trucks make up more of our fleet and availability is an issue right now. Council asked if we could use the addt'l bond savings to transition to one EV vehicle in the coming year. Of course, the EV charging station would to be installed & wonder if we can use bond savings for that work? All would need to be done by Aug 31st. (3/24) Katy verified bond savings can be used. (4/12) Council agreed we need to more analysis on which vehicle makes sense to convert and options (lease, rebates, group purchases, grants, etc.). Highly unlikely this could be pulled together in time for the bond savings deadline, but Nate has the option to bring this before the Council, if it does work out. Otherwise, it will flow into next year's budget discussion. (2/14/22) Issues with stock availability & the fact that the charging station is not available yet has delayed this review. The hope is to be able to do the review and make proposals in next year's budget. Leasing options may be a good way to go as well. Mo provided an update on the EV Charging station - awaiting estimate on station model - rebates changing weekly. (10/) LD1579 requires this by 2035. (2/16/23) Mo adv he was converting mower to electric version. Some discussion about cost/benefit - reminder Town may own solar array in future. Inventory is an issue still.

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19	TIF Funds	$365,147 / $75,000 (2021) $50,000 (2022)	N/A	Determine available **funds** from **Village TIF**	(3/9/21) Katy advised $365,147 is currently in the Village TIF fund. (4/12) Council agreed to pull $75,000 forward to have available in next year for planning work on Main St / Route 100 MDOT project and Village master plan planning. Verified that Nate will bring forward any spending to the Council before money is actually expended. If no money is pulled forward, if there is a need, then a special Town meeting would need to be set up. The voters have already approved the use of this TIF funding for this type of work. (2/10/22) Katy prov spreadsheet - total South 100 TIF = 1,362,995 includes $495,000 for WD (minus anything that has been distributed to them). Village = $476,428. (3/15) Council agreed more than $35K should be set aside - perhaps some for land acqusition as part of infrastructure work. Nate to give it some thought & provide figure. Defining how money will be spent will need to be done as we move forward. (3/22) Council agreed to increase this to $50,000 as a cushion for the planning & infrastructure work.
20	Septic System	$5,000 (2020) plus $5,000 (2021) $50,000 (2022) $400,000 phase 1 + $92,000 phase 2	N/A	Create **replacement plan** for **Pennell septic system**	(2/18/21) Mo identified the Pennell Septic system as an example of a pending critical issue that is not included in any planning/budgeting for the proposed Buildings Condition Assessment. There are currently 4 systems - Pennell ('58), Gym ('32), Maintenance ('52) and Science (??) which are extremely old. Combining and replacing the systems, as well as, addressing the status of the fields (reclaiming/reconstructing) should be done - sooner rather than later as there is no way to know if/when one or more would fail. Council agreed we need to log and add to CIP planning. (3/22) Sandy brought up this issue to ask Council if we want to start putting some money away. Anne suggested at least money to do some testing/engineering on a replacement system so we have a figure we can budget towards. More to be discussed at 3/24 WS. (4/12) Council rec'd feedback from Dean/Mo related to the "reclaim fields" CIP item - which was originally set to redo the fields at Pennell - may no longer be as critical because the soccer organization is no longer using the field and the field will need to be ripped up to deal with the septic so any redoing of the field will be tied to that project. Based on that, Council will rename this fund to the "Pennell Septic Fund" to allow Mo access to $10k in funds to hire someone to analyze and come up with costs to address replacement. This will allow the Council to add the project to the CIP. (4/14/22) Mo reviewed recommendations from facilities study and estimated costs. GP is working on an engineered design - using the $10k budgeted. (3/22) a hydro engineer specialist is needed to do the proper planning and given delays, Mo is proposing we budget $50,000 to complete the evaluation & design work - but pull in the full footprint. That will inform the total costs and allow for savings overall. (3/29) Council agreed to fund first payment using ARPA funds. (2/16/23) plan will be considerbly more expensive than thought - $400k for phase 1 & then $92k for parking lot/relocation of b-ball court. Sandy asked how much was in Bball light fund as that would go towards project & suggested this be considered for the bond bucket "cip" - council agreed. (2/27) $7,500 is in b-ball lights fund. (3/16) Nate pointed out there is also a pickelball court planned - need to verify figures for phase 2

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21	Boat Ramp	$62,000 total @ 25% = $15,500 - $2,000 leftover + $16,500 from sub D for match	N/A	Deterime if **Grant funding** is available for **Boat Ramp** **r**eplacement	(2/18/21) Last year's grant fund was frozen due to COVID. Sandy to reach out to State to find out if there will be funding this year. Last year, State provided some concrete planks to assist with repairs in lieu of grant funding. (3/2) Tom Linscott (Director of Boat Ramp Facilities) advised they do not have funding as of right now, but are hopeful that will change shortly. Forwarded note to Heather Seiders who manages the grant fund. Sandy will tag for follow-up. (3/9) Mo adv that further repairs will require professional services and a DEP permit. Nate to work with Staff to determine if ramp can go another year or not. Town would prefer to apply for grant but may not be able to wait if grant funding is not available in the coming year. Sandy to follow up with Heather on grant status. (3/22) Mo adv the ramp should last 1 more season - because it has to - there is no way to do addt'l repairs. Dean has sub pre-application for the grant money which is available this year. A site walk is planned in April and the hope is the water line is low enough to see full condition. Mo adv that standards are 12 feet - the ramp is 10 feet - Dan pointed out we may not want to increase width given CL is very small - it would allow for larger boats which could be a problem. Doug asked if addt'l riprap could be provided to prevent boats from damaging area at end of ramp. Planks are around $205 each and at least 20-25 will be needed - so that alone is $5,100. Town must budget for 25% - State pays for 75% up to $15,000. If the total cost of the replacement is higher - then the Town needs to budget more. Nate/Mo/Dean will work to obtain a better estimate for a total replacement. This will also need to go into the CIP for future maintenance and replacement. It is unlikely we can use bond savings as the work will need to be done by end of Aug - and Mo is advising we put 'cash' in for the 25% match not 'in kind' as the work is specialized. (3/24) Mo verified it is up to a $150K match & est is $62,000 for a 10 ft ramp - 25% would be $15,500 - Katy adv $2,000 is leftover from last year for repairs & will add $13,500 to budget. (4/12) Council agreed to move match to Sub D. (2/24) Mo adv we did not rec grant. He is seeking more info & info on this year's cycle. He also believes the $62K is high. Council to make decision on status before end of budget process. (3/17) Mo adv grant prog will accept new apps & State contact will rev to provide feedback on increasing our score. Council agreed $2K in current budget should be used to address erosion issues now. $16,500 from Sub D will be tagged for grant match. If grant is not awarded, next year, Town will fix ramp directly. (9/20) grant was approved! (2/16/23) Mo advised total is $77k but await letter as State awaits funding. Cannot be done until Fall due to DEP restrictions. ADA will be rolled into project with any necessary funding coming out of Sub D.
22	Stripping Bid	N/A	N/A	Determine if it is possible to **allow HOA to participate** in Town **Stripping Bid**	(3/2/21) Dan asked if it would be possible to allow HOA to jump on the Town's stripping bid to reduce overall costs and ensure regular stripping. Katy pointed out there may be an issue because the Town is tax exempt and HOA are not. Further research is needed.
23	Town Brand	?	N/A	Create a **Town Brand** for **Communications**	(3/15/2021) Council has made a substantial effort to increase communciations with residents, we have a new Communications Committee and various Committees are communicating directly to residents. It was agreed the Town should create a "town brand" to be used in all communications, along with a protocol and maybe a checklist to ensure consistency of messaging. (12/9) Council agreed this is a prioirty but we cannot create a campaign until we are ready to deliver on that campaign. (2/24) Council discussed when CEDC presented budget and felt it was too early to do a full fledge campaign as we cannot deliver what we promises to new businesses; however, Nate advised in subsequent budget workshop that Jon, Kyle and him are working on a new standard which will be used in all official communication - font, header, format so everyone can identify an official communication. This will be roled out in the coming months. (3/2/23) Josh advised work is underway on this with a review of graphics startig with new business cards. This will take time to work through.

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24	State Revenue Sharing	N/A	N/A	Move **State Revenue Sharing** figures **outside of Budget** for voters	(3/24) Dan proposed we move State Revenue Sharing out of the budget we present to Residents. This year, it would look like an 'increase' but going forward, it could make it easier for them to see year over year totals without the volatility of Revenue Sharing changes at the State level. Concerns with the LD1 question situation last year, and misunderstanding that taxes make up just a portion of revenues to cover expenses were discussed as well as not having enough time to explain the change to residets. The Council agreed it may be valuable to do, but need more time to discuss and figure out communication strategy to Residents.
25	School Timeline	N/A	N/A	Work with **School** to account for **absentee ballots timeline**	(4/12) Each year the Council needs approve the School Warrant. In the past, there has been no dollar amount so they have been able to submit for consideration prior to their final budget vote. However, due to CARES act funding, they have been required to include a figure last year AND this year. Their budget vote is not set until 4/28 with their warrant article vote not set until 5/3 so the earliest agenda Council can take up action is 5/18. Absentee ballots can be requested starting at the beginning of May - thus Town needs to mail out municipal with note saying school will be available later and then track as a seperate election. This increases costs for the Town and is inefficient for voters. There appears to be no statute requiring the School meet the absentee ballot schedule (as there is for Towns with referendum votes). Need to add this as a topic for the Joint Leaders meeting to resolve next year. (9/9) Sandy & Nate reviewed with Craig/Sam at Joint Leaders meeting - they will work to adjust timeline. Will follow up after first of year. (1/18) Sandy adv this will not be an issue as MSAD15 will use a yes/no only question - no figures. (3/16/23) Sandy provided update on School timeline & will forward some preliminary figures to Council
26	Public Safety Strategic Plan	$225K (radio hardware) + ???	N/A	Identify and Plan for **budgetary items** from **Public Safety Strategic Plan**	(6/15/21) Chief/Nate presented Public Safety Strategic Plan at TC meeting. Plan identifies needs in several areas (1) increase in full time EMT personnel (2) change in per diem schedule to 12 hour shifts (3) upgrade radio hardware which will be obsolete within 3 years - $100k plus $30 per radio for digital chip (4) review of building conditions (Port City will complete this year). Anne pointed out that perhaps some stimulus money could be used (grants) for the radio upgrades. There was also discussion about training needs and facilities - Association has raised money to help build new training apparatus but does not cover "fire" training. Regionalization was also discussed - possibly in the area of training/communication - recognizing that shared equipment is a big opportunity but also a political issue. (10/19) Chief presented updated proposal for radio work as it qualifies for ARPA funding and a possible Cumberland County Grant. Vendor will come before the Council to provide more detail on solutions. (12/7) Vendor provided detailed presentation to Council. Chief adv County is not focused on this type of application - but it was submitted on time. (3/8) Nate adv he has been working with Chief to implement some changes and set up metrics which already show improvement. Dan suggested having a summary of that work may be a good item for the flyer. (3/29) Council agreed to fund in this year's CIP with ARPA funds. (2/16/23) State police changed mind about allowing us to add to their tower. Nate adv there is a state agency meeting coming up & he is trying to get them on agenda to discuss. Plan B is to add to water tower on Mayberry & then cut trees around water tower on Yarmouth (which are on private property). Plan C would be to build own tower - very expensive.

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27	Facilities Study	Maint move $64,400 + other safety items $180,000 updgrades to Manual Arts Build	N/A	Review **Facilities Study Report** to Identify items for this cycle	(11/16/2021) Nate has provided the summary of the Facilities Study done by Port City to Councilors. There are quite a few recommendations and all carry budget lines. Council will review full report once available and determine priorities and which items to include in this year's budget based on Nate/Staff recommendations. (4/14/22) Mo reviewed proposed items from study for this year's budget. Big decision is whether or not Maintenance will be relocated to Village Station. Est is $100k - $35,600 in Maint building costs = $64,400 with the possible fencing $13,565 as an item that could be reduced or put off. (3/22) Council agreed to move Maintenance to Village Station - appropriate CIP changes will be made. (2/16/23) Maint move is progressing. Will cost $180K to upgrade manual arts building to add bathrooms, office & reception and then meeting/activity space. Council will discuss further with Rec Dept
28	Grant	TBD	N/A	Review and apply for **Recreation Economy for Rural Communities Planning Assistance Grant**	(11/16/2021) Anne shared an e-mail related to this grant program with the Council. We may have missed this year's deadline, but given the level of planning going on in Village which has a strong connection to Recreational activity in Town as well as the Libby Hill Trail System agreement, it is possible we qualify. (3/3) Will keep this program in mind as continue work on Village planning.
29	Speed Signs	TBD	N/A	Consider the purchase of **fixed Speed Signs** to be placed in strategic locations	(12/07/21) Alec advised the best results come from a mobile sign left for about 2 weeks. Addt'l signs could assist by flashing "slow down" or the vehicles speed - being used in other towns. (3/8) Council/Staff discussed. Anne provided some info from research $2,800-3k, but Alec checked locally and found it to be in the $5,600 range - with the mobile ones around $9,600. Council liked idea of solar power signs, maybe around the Village area to start. Decided more research is needed and location/usage testing could be rolled into the traffic calming work planned for the larger infrastructure project planning. There was also a discussion of maintaining the data collected by our existing sign - Alec advised a better laptop is needed, but is in the budget this year. (3/16/23) Council agreed PW needs to compile data from upcoming season with the existing speed sign & then perhaps test locations. Will consider additional signs as part of big projects and next year - prefer mobile signs & those that can be programmed with messages.
30	Data Set	TBD	N/A	**Identify** set of **Towns** to be used going forward for **data sets**	(1/13/2022) Nate provided extensive data information for several budget discussion. Council has long struggled with finding similar Towns to use as a data set to do comparisons for various discussions/proposals. Council would like to evaluate data presented and come to agreement on which Towns will be in the data set moving forward to bring consistency to discussions. (1/17/23) Council discussed and decided on Bath, Skowhegan, Standish, Bridgton, Cumberland and Windham.

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No	Items Label	Cost Est.	Task No.	Description	Comments
31a	Professional Services	$4,525 increase (legal)	N/A	Prepare **Request for Proposals** for **(1) Legal Services (2) Engineering Services**	(2/10/22) Nate advise Jensen & Baird is increasing their hourly rate. Council had discussion on when the last time an RFP (request for proposals) was posted for Legal Services. It has been well over a decade - same goes for Engineering Services. Nate advised that standard practice is to put out an RFP every 3-5 years to ensure best options for Town. It is no reflection on services, but due dilligence from a financial standpoint. The issue of our Auditing Services also came up - but Katy advised we have a 9 year contract with them. Nate will work up an RFP for the legal services as soon as feasible. (3/22) Nate issued RFP for legal services. (3/29) Dan & Marty will help with interviews - Krista is back up if Dan is unavailable during the day - vacation week. (5/19) Council agreed to go with Nate's recommendation to stay with Jensen & Baird - Krista & Marty agreed they had the highest score. (12/20) Council agreed we need to set up all professional services up on an RFP schedule (3-5 years). See below 31b for Auditing services which will be done in the coming year. Need to review services to determine if others besides Engineering should be added. Also, need to wait to see where PW Director position lands as it may impact engineering services contract.
31b	Professional Services	$9,494	N/A	Prepare **Request for Proposals** for **Auditing Services.**	(12/20) Auditing contract is up this coming year. Council agreed Staff should RFP for renewal to ensure the best option is secured. (2/27) Nate has draft to bring to the Finance Committee & they release. Increased budget line by $9,494 in anticipation of higher costs.
32	Science Building	$375,000	N/A	Determine Needs & Uses for **Science Building**	(2/14/22) Mo presented the results of the feasibility study for the Science Building. The recommendations is best use if for open space (2nd floor) and then conference room, kitchenette, ADA bathroom (1st floor). ADA accessibility must be addressed by either (1) ramp - not approved by State Historical Agency (2) lift - most economical and user friendly to historical building (3) elevator. Costs to convert building to usable = $375k. Mo advised asbestos and lead paint have been addressed both inside & outside building. Council agreed we need to have conversations with residents, recreation department, and others (library, local organizations, etc.) before deciding on best use. Should roll this into the Village Gateway/Village master plan outreach efforts. It is likely a bond package will be the best option to move forward - possibly rolling it into Village Gateway work/infrastructure project - funding. (3/2/23) Council has asked Rec Staff to review report and using one of the layout options or coming up with a new one - determine the feasibility of using the building to expand childcare services. This analysis should be done in time for next budget cycle.
33	Town Seal	TBD	N/A	Consider possible update of **Town Seal**	(2/24/22) While discussing the Town Brand item, the issue of the Town Seal came up. Could/should it be redesigned to refresh it? Make it more relevant? How much would it cost? Something to consider for next year's cycle. (3/2/23) Josh advised it would be better to wait until the Town Brand was established. In addition, in his experience, it takes a larger community engaged effort to identify new seals. They could look at the graphics to make it better in the meantime.

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34	Recreation Transportation	TBD	N/A	Evaluate options for **Recreation Dept Transportation**	(2/24/22) Right now, Rec is dependent on School bus availability which has been greatly hampered due to covid and driver shortage. There are insurance issues related to Gray renting their buses, but perhaps we could contract their services. Nate pointed out that some of the driving would be done at peak School times or when School is not in session so it may not be feasible. Another option would be to work with NG to do a joint purchase of a van or small bus that could be shared. Anthony/Nate will work on collecting data and coming up with options for the next budget cycle. (3/2/23) Council has asked Anthony to identify a vehicle that would fit this need an associated costs for consideration - maybe add to CIP schedule or could Sub D funds be used to do a lease/purchase or purchase.
35	Transfer Station	TBD	N/A	Track & evaluate impact on **Transfer Station budget** created by new **Packaging Legislation**	(3/3/22) The Legislature passed a bill to require producers to fund the costs of recycling packaging material they create. The fees will be based on how much they produce and are supposed to be used to offset municipal waste costs. Nate will need to research and track the new policies as they come on line and work with Randy to update costs next year. (10/1/22) LD1467 expands on this to create a circular economy for post consumer recycled plastics. (3/2/23) Stakeholder meetings are still being held as part of rulemaking. Payments are not expected for a few more years. Staff will continue to monitor.
36	Driveway Inspections	TBD	N/A	Evaluate which Dept should do **Driveway Inspections**	(3/3/22) Scott advised that he has limited experience with driveway standards and inspection as the Town's he worked in previously had Public Works do the inspections in lieu of Code Enforcement. That seems to be a better alignment given the expertise in Public Works and the need for them to inspect other aspects of permits/plans. Nate to research in the coming year and make recommendation to Council. (3/16/23) If Council approves reorganization for PW dept then Staff can take over this role - once on boarded.
37	PFAS	TBD	N/A	Investigate State Level **PFAS testing/resources**	(3/3/22) Staff will ask Cumberland County Water & Soil if they can add testing to include PFAS screening to their upcoming work. They may also have some guidance on the State level options. Staff will work to obtain more information on what is available to residetns via State resources as Gray has 2 sites identified and residents should test their wells depending on where they are located.
38	Planning Fund	TBD	N/A	Create a **CIP fund** for **Planning/Engineering**	(3/3/22) Sandy pointed out there have been a few situations where we would like to move from shovel worthy to shovel ready, but do not have access to funds until the next fiscal year. Or have run into situation (like the stormwater collaspes) which are urgent and need engineering or professional planning/review. Council is willing to consider setting up a fund which would allow us to put away money, but need to make sure we clearly define the parameters of the fund and how the money could be used.
39	Stormwater	TBD	N/A	Reach agreement with MDOT for **Stormwater replacement** on **Portland Rd (South)**	(3/8) Alec adv the Council of his concerns related to the status of the stormwater infrastructure on Portland Rd from around NAPA/Dollar Store to the ditch (around the B&R Dairy). There are 4/5 catch basins. MDOT has advised they want similar video work done to demonstrate the need for replacement. Alec working on costs. (3/16/23) See above for sidewalks - Council looking for some high level figures for next year to consider options for funding.

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40	Stripping	TBD	N/A	Conduct outreach to **Mayberry Residents** on possible **new stripping**	(3/8) Council discussed need to improve safety on roads outside the Village like Mayberry and whether stripping like on Hancock may work on that road. Alec pointed out it does have a yellow double line so we would have to account for that in our discussions. Sandy pointed out there has been a request over the years to lay down seasonal speed bumps - at least in the area of Wilkie's Beach - but no consensus from residents. Anne adv when Hancock was done it was a process - starting with forums with the residents. Council agreed that is the way to begin. (3/16/23) Council req PW to add some small funds for possible testing
41	Law Enforcement	TBD	N/A	**Obtain addt'l information** for future **Law Enforcement costs**	(03/17/2022) Council discussed possibility of obtaining addt'l information from the Sheriff's office regarding costs for continued contracts - for example - when do union contracts come up for renegotiation. Nate will research. (9/20) Also have a comprehensive discussion on what services are being provided, how that work is scheduled, what, if any community engagement work is done, and how metrics can be provided.
42	EV Charger	$25,000	N/A	Install (2) **EV Chargers** at **Pennell Complex**	(03/17/2022) Mo went over analysis & location for 2 EV chargers at the Pennell Complex which will require a new service - to avoid overtaxing existing services. Given the work necessary for the sewer update - Mo is looking to roll all changes - conduit for new electrical, burying propane tanks, laying new water lines, etc - into that project to save costs and disruptions. Estimated cost for EV Charger is around $30,000 if we increase to 400amp service at the same time. There are rebates available - but limited. The new infrastructure funding have funds set aside for EV chargers in "rural" areas - may or may not qualify. Council set up account which has $5,000 from last year - so addt'l $25,000 is needed. (3/22) This work will be rolled into the larger Pennell footprint plan (Pennell septic). (2/16/23) Mo advised CMP has set new pole and this work will be done this coming spring - this item will be closed.
43	GCTV Usage	N/A	N/A	Create **Metrics** to measure **GCTV Usage**	(03/17/2022) Council agreed to realignment of staff in hopes that Library Director will have more capacity (with Asst. Director added) to engage Community and increase programming on GCTV. Council would like some baseline metrics created and then used to check back next year on progress. (3/2/23) Josh advised they cannot obtain direct metrics on the cable viewing but have seen 300+ viewers on the youtube channel and in almost all cases, they see a rise in engagement.
44	Cemetery	$5,400 increase in overall budget request	N/A	Review **Lanes** in **Cemetery** for repairs	(03/17/2022) Cemetery budget letter included a statement indicating the group would like to meet with Town Staff to review the status of the lanes and discuss long term repairs and upkeep in coming year. (2/16/23) Cemetery is asking for $5,400 - Mo adv he has no insight into their budget process. Dan suggested we ask them going forward to provide 3 years projection of costs to encompass any projects they have planned.
45	County	N/A	N/A	Identify impact from **County budget** move to **Fiscal year**	(3/22/22) Council agreed to opt into the 5 year payment plan with the County and if we have the ability to pay forward faster we will. Katy advised we have until Dec to let them know. Katy is checking on flexibility available. (3/16/23) Nate has included the updated figures using 5 year transition plan in budget.
46	Chatbot	N/A	N/A	Research **Chatbot** feature futher	(3/22/22) Generally Council agrees an AI assistant could bring value - but only if it is efficient in the assistance. More research needed on this option and vendors. (3/2/23) Council agreed this item should be closed. The quality of this type of software varies greatly, it can open the Town up to large additional fees if users abuse it or are confused by it and it poses a security risk. The redesign of the website and adding functionality directly is a better approach.

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No	Items Label	Cost Est.	Task No.	Description	Comments
47	Northbrook TIF	$474,295	N/A	Determine impact of **Northbrook TIF expiration** on budget	(3/29/2022) Council discussed the fact that Northbrook TIF is expiring in 2027. Need to analyze how that closure will increase tax revenus while accounting for increase in Town's valuation which will reduce State revenue sharing amounts for both Town and School District. (12/20) Lauren provided memo with more details to Council. Hard to figure out the impact to State Revenue sharing, but Lauren will look into further when this year's numbers become available. Council is just looking for ballpark. New tax revenue will be $235,127 but how much of that will be negated by the decrease in state revenue sharing - 50%, 25%? that type of estimate. Lauren also identified $474,295 in funds available for use in the TIF - this is NET of tax reimbursement to Northbrook. The TIF was set up to allow use for Village Infrastructure projects! Sandy also advised Legislature is considering making changes to TIF rules which would allow Towns to extend beyond the 30 years IF the funds are redirected to specific projects - like housing or infrastructure.
48	Budget Flyer	N/A	N/A	Add **Salary Adjustment** total vs. individual dept budget	(05/19/22) Dan pointed out there is a difference in how the total salary adjustment figure is shown in the budget vs. the allocation moving into dept budgets between documents. Try to create an explanatory note for next year's flyer.
49	Loan Program	N/A	N/A	Use ARPA funds/or other to create **revolving Loan Program** for **Water Quality upgrades/issues**	(5/19/22) Dan suggested if the Town had a revolving no interest or low interest (with admin fee to cover costs of processing) for residents to tap to upgrade septic systems, address erosions issues or other water quality improvements, more residents may agree to complete these upgrades to protect our water shed. Other towns have these programs. Could possibly use ARPA funds or other funds to start. (10/1) Michael suggested adding residential solar as a option for this loan program to assist with climate action goals. (3/7/23) Council discussed - many considerations, would like more information on current plans being run by Lake Associations, CCS$W, other muni's and amounts being budgeted. Could start putting money in designated fund as research on how/if a program is done is being researched.
50	Employee Benefits	$40-50k?	N/A	Review & **provide recommendations** for changes to the **Retirement benefit**	(06/07/22) As part of the changes made to the sick time payout policy, the Council committed to considering changes to the retirement package for employees. The sick time payout was being used as a way to save for retirement which is not appropriate. Providing a more robust retirement option will offset the sick time pay out elimination. Nate will work with Staff to bring forward a recommendation for the next budget cycle. (2/27) Nate provided data indicating that Gray's current retirement fund & match is at or better than the average and like municipalities. The Public Safety retirement benefit is not. Most/many Muni's are providing MePers - using a hybrid model. Nate & Union reps will meet and come up with a couple options for council consideration. The fact that we do not offer MePers prevents existing experienced employees from considering full time employment here. That forces the use of per diem newly entering the field hires which require supervision and create a need for more OT until they are fully trained.
51	Scholarship	$1,600	N/A	Review status of **Charles Baker Scholarship** & **replace funds**	(6/7/22) Sandy rec'd a reqeust from a resident regarding the status of this scholarship fund. Katy researched it & it appears a portion of the principle was paid out inadvertently. Until that money is replaced, the interest cannot be used for scholarships. Based on the small amount of interest, that could be 30+ years. Council to consider replacing principle to make account whole & also whether an outside organization would be better suited to manage the scholarship. The Grange 41 scholarship should be reviewed as well. (1/17/23) Council agreed to include $1,600 for Charles Baker Fund to make it whole. FD needs to research the Grange 41 to determine status & further discussion is needed on administering the funds moving forward.

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No	Items Label	Cost Est.	Task No.	Description	Comments
52	Boat Ramp	N/A	N/A	Make addt'l **ADA upgrades** around **boat ramp**	(7/5/22) Companion to item 21 above - Town is reapplying for boat ramp grant. Mo advised the lack of ADA accessibility to the boat ramp reduced our score. Council agreed we should add to the project as Mo believes there is minimal impact to the shoreline, there is room away from the public beach and minimal impact to vegetation. He will add "contingent on local/state approval" to the application. If the grant is not approved or the amount is too low to do the ADA piece, Council is committed to handling as addt'l project to boat ramp. (2/16/23) adding ADA to app let to approval. $77k being provided between that & Sub D funds - this should be covered - this item will be closed. See above boat ramp item.
53	Sub Division Roads	N/A	N/A	Review impact of **making Private Sub Division Rds Public**	(8/2/22) Dan asked Council to consider requesting more specific budget data for public maintenance of current private sub division roads which currently have winter maintenance already provided at a workshop. His thought is if they Town is going to mandate specific standards and Sub Divisions meet the standard, the road should be public. If not, then consider changing the standards. Council agreed to discuss as part of upcoming budget cycle. (3/16/23) this will be discussed further as part of WS for road standards and Deer Acres.
54	Senior Tax Rebate	$3,000	N/A	Review impact of **LD290 Property Tax Stabilization Act** on Local program	(8/2/2022) Legislature passed LD290 which freezes property taxes for any resident 65 years & older who has lived in a homestead for at least 10 years. The State is indicating it will reimburse Towns for the last revenue 100%. There is no means testing, no asset testing and residents can own other properties (such as rentals). Provide feedback to our Legislative Team to add means/asset testing to match our local program. Consider changes to our local program as this now gives them a double benefit in addition to the tax deferral option also provided at the State level. (12/20) Nate & Sandy met with Legislative team & Teresa P advised this will be looked at early in the new session. Not sure exactly what will be done, but some type of means/asset testing will be added. The question will then be, is there a grandfather clause or not. (2/2) Lauren provided info on 612 applications processed and estimated $3,000 in administrative costs which are not reimbursed by State. Sandy will share with Leg Team. Council agreed further discussion is needed on changes to local program to sunset it in some way.
55	Town's Website	N/A	N/A	Review options for **Town's Website**	(9/14/2022) Dan points out the search feature on the website brings back results in no logical way - they are all intermixed. Kyle advises there is no option to improve it on the current platform. Council to discuss with Staff options for moving forward including the possible conversion to a new platform. (3/2/23) Josh's recommendation is to now throw out the baby with the bath water - ie - the overall website functionality is really good and fits well with needs, except the search engine pulls back data by volume instead of by date. He pointed out that the use of the website is increasing with users being able fo find items directly without the search feature. In addition, they have not rec'd a lot of complaints about the search engine. They will also research a way to 'archive' some of the older - outdated material which would help. The Council agreed a change would not be pursued at this time.
56	Stream crossings	N/A	N/A	Identify & review status of **stream crossings**	(9/14/2022) There is some DEP grant money available for replacing/upgrading stream crossings. Dan has asked for a status update on Gray's stream crossings if any. (3/16/23) Tim advised that right now the funds are covered in culvert line items. Dan pointed out there should be standards to ensure consistency with replacements. Sandy pointed out there may be some resiliency grant funds if Gray can identify specific projects which include planning for long term resiliency.

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No	Items Label	Cost Est.	Task No.	Description	Comments
57	Bonding	N/A	N/A	Review **Bond rating, Bond status** and **Bond options**	(10/1/22) Council agreed bonding will be a consideration this coming Budget cycle and could emcompass various items - land purchases, facilities study items, LH road project, etc. and the Main Street project will likely include bonding. Agree Katy to provide an overview of the Town's bond rating, current bonds and bond options in Jan before budget season. (2/7) Council discussed needed information (1) debt level comparison to our data towns & perhaps neighboring towns (2) interest/term informatoin for various level of bonds. Council also would like footnote detailing funding options added to the spreadsheet - lease/purchasing, bonding, etc. Council agreed to three buckets to start (1) CIP (2) land acquisition (3) projects (bridge loan for Route 100 South TIF/Yarmouth Rd project. (2/16/23) Council agreed to add Pennell project phase 1 & 2 to CIP bond bucket for consideration.
58	Ecomaine	N/A	N/A	Identify impact of **fee increase for using ash landfill**	(10/1/22) LD259 allows increases. Nate to have Katy check into this. Nate also advised Ecomaine is creating plan to discommission/close ash landfill including costs for users. (3/2/23) Randy included the increased fees in his budget.
59	Assessor	N/A	N/A	Review impact from **LD1129 highest use in valuation** & **revaluation impacts**	(10/1/22) LD1129 requires a change to use the highest use for valuation consideration. In addition, last year the Town had a reevaluation due to the home market. Meet with Lauren to ensure understanding of changes and projected changes as we approach June & MIL rate calculations. (11/15) Lauren provided options to Council to do limited reevalaution to bring certification up to 100% or more broad changes to move to 95%. A limited reevaluation prior to the standard one needs to be done - but when is the question - given pending zoning changes. Council needs to make policy decisions on both as soon as feasible as she needs at least a month to make changes (if not more time). (12/20) Lauren provided a revised spreadsheet as there were incorrect figures on the first one.
60	Building & Grounds	N/A	N/A	Develop plan to **relocate Douglas Field to Village Gateway Property**	(9/20/22) Council asked Principle Group to update their report to show the 2 field recreational space originally proposed on the Village Gateway Property and move some of the possible housing to the Douglas Field location. The Douglas field does not fully sit on the Town's property - fencing, the concession stand and parking are all on private property. The parcel was donated to the Town under the condition it remain recreational in nature in perpetuity. The field will be relocated to the Village Gateway and paired with a 2nd field to create a multipurpose field from the two outfields. This will allow the Town to sell the current parcel & repurpose the use of space at Pennell. During the August workshops, the Council asked Doug to work with Will to do a more thorough review of the parcel's condition to help determine the cost for relocating Douglas. GNG LL will be involved and may be able to apply for grant money to assist with the relocation.
61	Travel Expenses	N/A	N/A	Review the current **overnight travel expense policy** to consider change to **Per Diem Federal policy**	(10/4/22) Katy J has created a new expense report form and is setting up a new process to ensure review & approval is sought by employees prior to submitting for reimbursement. She would also like to have another method for approving the Town Manager's expenses (right now - he approves his own). Nate also asked that the Council consider switching the reimbursement approach to mirro the Federal per diem approach. (12/20) Council approved new policy. This item is closed.

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No	Items Label	Cost Est.	Task No.	Description	Comments
62	Public Works Director	N/A	N/A	Consider **changes** to **PWD job description** and **convert existing job to Asst. PWD**	(10/4/22) Nate presented some options for consideration to elevate the current Public Works Director position to an engineering/manager position that may also eventually encompass the Transfer Station. That is would require upgrading an existing foreman position to an Asst. to the Public Works Director to take over much of the day to day supervision and planning. The PWD would then only be in a "truck" to plow when there was an emergency need for it. This may require hiring another truck operator. Council agreed to the discussion and requested budget figures to make the changes. The hire would not initial be responsible for the Transfer Station but would start cross training to cover when the Transfer Station Director is out/unavailable. (3/16/23) Council reviewed and updated figures are in the current budget for consideration.
63	Staffing	N/A	N/A	Consider **hiring** a **Grant Writer**	(10/18/22) Dan made request to discuss this via e-mail.
64	Software	N/A	N/A	Analyze **possible software** to replace current **Tracking Workbook**	(10/18/22) Sandy & Nate working on short term bridge process using current excel workbook, but a longer term approach will be needed if the functionality & usage is to be expanded. (11/15) Krista pointed out some type of bug software or project management software may work. (3/2/23) Kyle has suggested the use of Teams and Krista/Sandy agree it could be the solution. A 2nd meeting is set up to put a couple items into Teams and then a Council training session will be scheduled to test it out.
65	Training	$1,200	N/A	Create **Council training account** within budget	(11/15/22) MMA and other organizations provide training opportunities for Council members which are generally covered by the Town. Need to segregate and start budgeting rather than pulling from Staff training/contigency funds. (2/16/23) This was increased by $200 - and will be closed now.
66	Route 100 South TIF	N/A	N/A	Determine impact of **Route 100 South TIF expiration** on budget	(12/20/2022) Council discussed the fact that Route 100 South TIF is expiring in 2028. Need to analyze how that closure will increase tax revenus while accounting for increase in Town's valuation which will reduce State revenue sharing amounts for both Town and School District. Lauren will look at after she completes analysis on Northbrook TIF & provide same information but for this TIF.
67	General Assistance	$14,224	N/A	Consider creating **targetted restrictions** on **GA usage** (ie hotel)	(12/20/2022) Pam Edson provided information to Council regarding increased costs of GA - at 14,224 as of Nov for '23 - before reimbursement from the state. This is a stark increase over past years. Other Towns have created 'rent' caps in their Towns - but they are complex and difficult to administer. South Portland has put in some limitations on how much can be provided in GA funds for hotel usage after so many days. Council agreed we should consider and we need to make sure we budget enough money for GA expenses in coming year. (3/7/23) Staff now believe that there will be no need to increase GA funds in this year's budget.
68	Benefits	N/A	N/A	Compare **Gray Part Time Benefits** with data set Towns	(2/2/23) After discussing the Code Enforcement PT personnel process, Council agreed that it may be beneficial for Gray to do a comparison of our PT benefits with the set of Towns we selected for our data set - in the coming year.
69	Benefits	N/A	N/A	Consider offering some type of **Bonus** for **Retirement Notification**	(2/2/23) The School District has created a bonus program for employees who provide advance notification of their pending retirement. This assists with budgetting process given inquiring about status is not allowed. Gray should research further given our sick and vaca time unfunded liability.

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No	Items Label	Cost Est.	Task No.	Description	Comments
69	Transfer Station	N/A	N/A	Analyze adding a **Gatekeeper** & **Increasing Sticker Price**	(1/17/23) Almost all communities have Gatekeeper positions set up at entrance to verify stickers to ensure only Gray residents are using Transfer Station. In addition, they could collect bulky waste fees to free up other personnel to manage the Station rather than policing the users. We need to analyze the cost of that type of position - even if it is PT to start. The savings (collecting all fees & reducing unauthorized usage & more efficient use of other staff) may or may not pay for the position. In addition, Gray's sticker rate of $5 is extremely low compared to all other towns - NG raised theirs to $10 - many are $25. (3/2/23) Council agreed that a full cost/benefit analysis needs to be done between now & next cycle to include (1) audit of users (2) comparisons to other towns - data on changes when they added a gatekeeper (3) analysis on time savings for current staff (4) total costs for a gatekeeper and/or electronic solution and comparison to how many tons would need to be saved to offset the costs/over how long (4) price of sticker (3/16/23) Nate will update revenue figures to include increase in sticker price to $10
70	Solar Array	N/A	N/A	Complete cost/benefit analysis of **solar array purchase**	(2/27/23) Council is logging to begin preparations to engage is possible purchase of municipal solar array. We are entering the 3 year with the array and notification of a possible purchase should be during the 5 year of the array contract. Finance Director will provide 1 month reconciliation of the solar/CMP bills. Need to obtain KW generation and usage numbers. Generally, taking out a loan to purchase the array and using the money normally spent on electricity costs to pay it results in a net neutral impact to the budget. Once the loan is paid off, funds are then direct savings - minus the amount for monitoring, maintenance and decommission. It should be noted, the array location & system does allow for expansion to generate more KWs.
71	Designated Accounts	N/A	N/A	Vote to make **Contingency Funds designated**	(2/27/23) The Emergency Contigency Fund was set up as a designated fund on the operations side. The Buildings & Grounds Contingency Fund was set up as CIP account. Thus, both should roll forward without a required carryforward vote. Need to verify. Then, set up vote to ensure the Town Manager's Contingency Fund becomes a designated fund to roll forward balances. There likely will be no money left this year in TM's account.
72	Public Transportation	$15,000 - $20,000	N/A	Analyze adding **Public Bus Service** through RTP	(3/2/23) Council considered proprosals to add Public Bus service through RTP the entity running the Lakes Region Explorer. Council had a few clarifying questions related to user fees, ridership numbers and contract commitments. (3/16/23) Addt'l info provided & Council agreed to add $20k to budget for consideration.
73	Committees	N/A	N/A	Create a **standard budget form** for **Committees**	(3/7/23) CEDC provides a very detailed spreadsheet for their budget requests. Dan will use that and create a simplified version which can be used for all committees for next budget cycle.