



TOWN GRAY
GRAY TOWN COUNCIL BUDGET WORKSHOP
AGENDA • APRIL 12, 2021

**Gray Town
Council Budget
Workshop**

**Online Via Microsoft Teams
Link Posted to graymaine.org Day of Meeting**

4:00 PM

Opening Statement:

Due to the Governor's latest Executive Order, this Workshop will not take place in person. This Workshop will be held online with a link provided on the Town website (www.graymaine.org) the day of the session.

CALL TO ORDER

Roll Call

Budget Workshop 4:00 - 6:00 PM

Budget:

- Discuss any feedback from Public Hearing on April 6.
- Discuss any remaining Outstanding items:
 - Determine if EV charging station/1 EV vehicle will come out Bond Savings – **8/31 deadline**
 - Move \$2,000 for sign equipment from operations to Bond savings?
 - Pennell Septic – budget money for at least a study/engineered replacement plan?
 - LOS study estimate from GPCOG - \$15,000-\$20,000 (Diversion Study next step)
 - Last chance for Contingency fund – move from operations to CIP?
 - Last chance for CIP items to be taken from Enterprise fund
- Update from the Town Manager:
 - School budget
 - County budget
 - State revenue sharing
- Impact to MIL rate? Final adjustments to CIP payment
- Finalize specific requests for wording of warrant articles for April 20 Town Council meeting – **packet due April 12**
- Draft of Budget Flyer/Timeline

Planning Department:

- Provide update on Planning Department 'plan' to address workload including discussion of long term plan for Pennell footprint to coordinate ongoing efforts & Village Planning

ADJOURNMENT

Motion to Adjourn

** The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

Tues – Jan 12th – 4-6pm:

-Town Manager Items:

- COLA raises status
- Education Fund requests
- Flat funding or overall percentage increase
- Direction regarding budgeting for Public Safety Safer Grant
- Standardized form for Department Heads

-Staff Items:

- Ensure fencing is included in CIP
- Ensure exiting sidewalks are included in CIP
- Long term pavement plan – to catch up – status (Public Works set for 3/1 workshop)

-Council Items:

- Employee sick time policy (accumulation/carryover)
- Fiscal Policy – CIP/large project funding (bonding)
- Broadband – grant with Windham/other
- Dog park
- Senior programs – additional funding requests

Tues – Feb 2nd – 4-6pm: **CANCELLED**

Thurs – Feb 11th – 4-6pm:

-Presentation of initial budget:

-Administration Review:

- Health insurance increase
- HR Discussion - update
- Accrued sick/vacation time fund / Contingency Fund
- County budget timeline change
- 3/12th payment - \$75,000 deadline
- Status Cable Franchise fee recovery/contract/funding
- Elections
- Utilities

-Assessing:

Thurs – Feb 18th – 4-6pm:

-Communication/Information Department: (4-4:30pm)

- Committee request to use recovered Cable fees for equipment
- Review of Grant's hours – possible increase

-Maintenance/Recreation Department: (4:30-6pm)

- Realignment with Rec Staff (grounds/fields)
- CIP items (in bond/other)
- CIP payments (1) BB court lights (2) skateboard park (3) field reconditioning
- Update CIP (1) vinyl coated fence (2) full replacement/erosion prevention boat ramp – Wilkie's
- Status Science Building
- Dry Mills Schoolhouse repair – status of allocated funds
- Library heating system update

- Automatic fuel shutoff – Dan
- Fencing in CIP schedule
- Libby Hill maintenance
- Long Hill Rd ATV grant match

Mon – March 1st – 4-6pm:

-Recreation Department: (4-4:30pm)

- Remaining CIP items
- Enterprise fund update/projection
- Childcare Program update
- Recreation Program Director status
- Status playground grant

-Transfer Station Department: (4:30-5pm)

- CIP items (in bond/other)
- Increases in contracts, if any

-Public Safety Department: (5-6pm)

- Operations & CIP items (in bond/other)
- Public Safety Report changes/budget items

Tues – March 2nd – 4-6pm:

-Public Works Department:

- Paving (1) last year's status (2) this year (3) road study – new estimate
- Paving – long term plan
- Winter/Summer Roads/Addt'l/Garage – changes only
- Striping – new approach/addt'l for Shaker rd? other?
- Shaker Rd Project – status/trees/other?
- Speed/construction sign – pushed from last year
- Libby Hill Rd sign (No Public Access)?
- Pocket park – included in Public Works budget
- Ext of Hannaford Sidewalk on Route 26/Libby Hill paving/sidewalks (Other submitted) – status grant?
- Traffic calming measures – devices
- Extension of path from Cumby's to Brown Street

Tues – March 9th – 4-6pm:

-Community Development/Code Enforcement:

- Pocket Park – status
- Stormwater modeling – status
- Facilities Study
- Watershed – update from CCCS&W/new requests
- Illumination Tool
- Training – Planning Board/ZBA
- Science Building – Facilities use study grant – have 24 months
- Economic Development Director Position – Dan Cobb suggestion

-TIF:

- Route 115/Yarmouth Road expenditures (Route 100 South TIF)

-Village TIF funds

-CIP:

-All remaining items

-Land Acquisition Fund

-Follow-Up: On items logged during workshops

-Mo to provide est. for composite or non-PT marine grade wood ramp at Newbegin

-Sandy to check with State regarding Boat Ramp Grant program/donations – note each concrete plank \$207

-Katy to id/move all remaining expenses from Rec Dept to Build/Grounds to follow reorganization

-Sandy to pull info on costs to move to single stream/curbside trash pick up

-Dean to discuss generator request for Libby Hill shed to assist with maintenance especially grooming

Mon – March 15th – 4-6pm:

-Library:

-Committee/Board requests:

-CEDC Budget request

-Blueberry Festival Committee

-Open Space Committee request for \$300-500 for survey/mailings

-(Note – not on published agenda) – Planning board/ZBA training

-Community Service: (including Lake Association requests)

-Law Enforcement:

-Senior Tax Rebate program (separate question on ballot)

~~**-EV Charging Station/Electric Vehicle conversion:**~~ Moved to 3/22 due to lack of time

-Follow-up:

-(Note – not on published agenda) – Bond savings discussion – confirm what is included

-Incl final/full \$75k rainy day fund payment – reconsideration? Split between this year/next year?

~~Determine amount/location of contingency fund for Building/Grounds Dept~~ Moved to 3/22 due to lack of time

-Nate to review status of Recreation Director position with staff and determine timeline

-Dean/Nate to reach out to MMA to obtain more info on insurance/liability for skating at Crystal Lake

-Alec to provide estimate cost to add sidewalks to paving conditions study

-Alec to check in with Randy to determine what/if any striping is needed at Transfer Station

-Katy to update CIP to remove Wilkies, update paving list, tag items in 'bond savings'

~~**-Revenue Sharing/Excise Tax Forecast:**~~ Moved to 3/22 due to lack of time

~~**-LD1 Status:**~~ Moved to 3/22 due to lack of time

Mon – March 22nd – 4-6pm:

~~**-EV Charging Station/Electric Vehicle conversion:**~~

-Follow-up:

-Council needs to determine add'l striping for Shaker Rd/bridge

-Council needs to work with Kathy on tree canopy – Alec confirm not in project, but could be added as "add on"

-Movies in the Park – add'l funding needed - \$200 per movie – Nellie to provide counts on participation

-Nate/Mo to provide update on condition of boat ramp – can it go another year to allow possible grant app?

-Mo adv info on alternatives to aluminum ramp at NB, but needs to meet with contractor on timing -update

-Mo to discuss need for (1) Newbegin stage removal & update on GHS outreach (2) Pennell Stove

-Katy check with Alyssa to see if bond \$\$ can be used for 2 facilities studies

-Katy check to see if TIF funding can be used for the "water conditions" study moved to 3/24 WS

- Nate to check with Galen/Mo on GHS Lease – should budget be put back to \$6k until resolved? (not on published agenda) Moved to 3/24 WS
- Verify whether \$150 for slido application will remain in CEDC or move to IT budget – Nate update (not on published agenda) Moved to 3/24 WS
- Nate to obtain more information on Broadband funding needs (Deb had advised there was likely a request) Moved to 3/24 WS
- Sharon to obtain est admin staff hours/Nate to discuss with staff to ID impact – Senior Tax Rebate (not on published agenda)
- Determine amount/location of contingency fund for Building/Grounds Dept – Cont'd to 3/24 WS
- Do we need a separate Warrant Article question to establish the accrued time fund? Moved to 3/24 WS

~~Revenue Sharing/Excise Tax Forecast:~~ Moved to 3/24 WS

~~LD1 Status:~~ Cont'd to 3/24 WS

~~Council Decisions:~~

- Dan – discussion on water prompted a possible add'l item to be shared with Council
- Make Sub D / Enterprise funding decisions – Katy to provide update on recommendations
- Discussion of long term plan for Pennell footprint to coordinate ongoing efforts & Village Planning
- CIP Payment/Changes:
 - Final decision on Mo's proposed Facilities Studies (2) @ \$50,000 each
 - Pennell Septic – start saving? Next year?
- Senior Tax Rebate – final decision (not on published agenda) – IF yes, then separate question?
- Individual Councilor proposals – for changes
- Identify final changes for Katy to make for March 24th meeting – final numbers to be agreed upon then

Wed – March 24th – 4-6pm:

~~Follow-up:~~

- Review all remaining outstanding items from previous workshops
- Katy/Staff to determine if EV charging station/1 EV vehicle can come out Bond Savings
- Nate/Staff to try to obtain price for full boat ramp replacement
- Katy check to see if TIF funding can be used for the “water conditions” study
- Nate to check with Galen/Mo on GHS Lease – should budget be put back to \$6k until resolved? (not on published agenda)
- Verify whether \$150 for slido application will remain in CEDC or move to IT budget – Nate update (not on published agenda)
- Nate to obtain more information on Broadband funding needs (Deb had advised there was likely a request)
- Nate reaching out to OOB for alternative handling of Senior Tax Rebate – at front of bills for admin impact
- Determine amount/location of contingency fund for Building/Grounds Dept Disc but LD1 may come into play
- Do we need a separate Warrant Article question to establish the accrued time fund?
- Ques – can we execute Route 115 GP contract now?

~~Revenue Sharing/Excise Tax Forecast:~~

~~LD1 Status:~~

~~Council Discussion/Decisions:~~

- Make Sub D / Enterprise funding decisions – Katy to provide update on recommendations
 - Can removal of Newbegin Stage come out of Sub D
- CIP Payment/Changes:
 - Pennell Septic – start saving? Next year?

- Senior Tax Rebate – final decision (not on published agenda) – IF yes, then separate question?
- Sharon's request for \$10,000 to set aside for possible senior services in coming year
- Individual Councilor proposals – for changes

-Outstanding Tasks:

- Review final numbers for overall budget
- Review Council list for outstanding
- Determine impact to MIL Rate

-Council discussion on overall budget:

- Make final adjustments – straw poll on budget
- Agreement on 'separate question' items
- Presentation material content – **April 6th TC meeting – packet due March 29th**

Tues – April 6th – TC Meeting – 7pm – Budget Presentation & Public Hearing – feedback from Residents

Mon – April 12th – 4-6pm:

- Discuss any feedback from Public Hearing on April 6th.
- Discuss any remaining Outstanding items:

- Determine if EV charging station/1 EV vehicle will come out Bond Savings – 8/31 deadline
- Provide finalized TIF South figures for Route 115/Yarmouth Rd project to Katy
- Move \$2,000 for sign equipment from operations to Bond savings?
- Pennell Septic – budget money for at least a study/engineered replacement plan?
- LOS study estimate from GPCOG - \$15,000-\$20,000 (Diversion Study next step)
- Last chance for Contingency fund – move from operations to CIP
- Last chance for CIP items to be taken from Enterprise fund

-Update from Nate:

- School budget
- County budget
- State revenue sharing

-Impact to MIL rate? Final adjustments to CIP payment

- Finalize specific requests for wording of warrant articles for April 20th TC meeting – packet due April 12th
- Draft of Budget Flyer/timeline

NEW WORKSHOP TOPIC:

- Provide update on Planning Department 'plan' to address workload including discussion of long term plan for Pennell footprint to coordinate ongoing efforts & Village Planning

Tues – April 20th – TC Meet – 7pm – appr of Warrant Articles/May 18th – TC Meet – 7pm – appr Municipal Warrant

TOWN OF GRAY
TOWN MANAGER PROPOSED BUDGET SUMMARY
 FY 2022 (JULY 1, 2021 - JUNE 30, 2022)

Revised 3/31/2021

Department	Original	Wage Adjustment Allocation	FINAL	Proposed	FY 2022	
					Increase/ (Decrease)	vs Final FY 2021
Administration	\$597,764.00	\$36,352.00	\$634,116.00	\$637,149.00	\$3,033.00	0.48%
Community Development	\$224,032.00	\$9,714.00	\$233,746.00	\$231,827.00	(\$1,919.00)	-0.82%
Assessing	\$136,338.00	\$7,017.00	\$143,355.00	\$142,097.00	(\$1,258.00)	-0.88%
Code Enforcement	\$202,462.00	\$2,276.00	\$204,738.00	\$204,331.00	(\$407.00)	-0.20%
General Assistance	\$24,298.00	\$0.00	\$24,298.00	\$27,698.00	\$3,400.00	13.99%
Communication & Information	\$193,988.00	\$7,839.00	\$201,827.00	\$204,230.00	\$2,403.00	1.19%
Elections	\$16,089.00	\$0.00	\$16,089.00	\$14,211.00	(\$1,878.00)	-11.67%
Municipal Expenses	\$1,280,837.00	(\$110,000.00)	\$1,170,837.00	\$1,187,679.00	\$16,842.00	1.44%
Library	\$321,568.00	\$7,272.00	\$328,840.00	\$328,633.00	(\$207.00)	-0.06%
Parks & Recreation	\$67,354.00	\$0.00	\$67,354.00	\$38,020.00	(\$29,334.00)	-43.55%
Public Safety	\$1,104,479.00	\$10,454.00	\$1,114,933.00	\$1,111,202.00	(\$3,731.00)	-0.33%
Utilities	\$222,434.00	\$0.00	\$222,434.00	\$239,184.00	\$16,750.00	7.53%
Winter Roads	\$515,314.00	\$1,437.00	\$516,751.00	\$518,950.00	\$2,199.00	0.43%
Summer Roads	\$463,216.00	\$1,432.00	\$464,648.00	\$492,359.00	\$27,711.00	5.96%
Additional Roadwork	\$146,095.00	\$0.00	\$146,095.00	\$157,503.00	\$11,408.00	7.81%
Garage	\$240,827.00	\$4,713.00	\$245,540.00	\$240,124.00	(\$5,416.00)	-2.21%
Recycling	\$776,983.00	\$15,364.00	\$792,347.00	\$825,698.00	\$33,351.00	4.21%
Buildings & Grounds	\$341,563.00	\$6,130.00	\$347,693.00	\$445,642.00	\$97,949.00	28.17%
Council, Boards, Committees	\$47,615.00	\$0.00	\$47,615.00	\$40,215.00	(\$7,400.00)	-15.54%
Zoning Board of Appeals	\$3,900.00	\$0.00	\$3,900.00	\$1,700.00	(\$2,200.00)	-56.41%
Planning Board	\$4,725.00	\$0.00	\$4,725.00	\$4,475.00	(\$250.00)	-5.29%
Economic Development	\$9,100.00	\$0.00	\$9,100.00	\$8,950.00	(\$150.00)	-1.65%
Open Space	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	100.00%
Law Enforcement	\$253,786.00	\$0.00	\$253,786.00	\$288,081.00	\$34,295.00	13.51%
Community Services	\$31,131.00	\$0.00	\$31,131.00	\$32,575.00	\$1,444.00	4.64%
TOTAL GENERAL FUND EXPENSES	\$7,225,898.00	\$0.00	\$7,225,898.00	\$7,423,533.00	\$197,635.00	2.74%
TOTAL GENERAL FUND REVENUE	\$3,250,779.00		\$3,250,779.00	\$3,447,784.00	\$197,005.00	6.06%
TOTAL NET GENERAL FUND BUDGET	\$3,975,119.00		\$3,975,119.00	\$3,975,749.00	\$630.00	0.02%
Capital Projects	\$1,800,000.00		\$1,800,000.00	\$1,750,000.00	(\$50,000.00)	-2.78%
TOTAL CAPITAL RESERVE FUNDEXPENSES	\$1,800,000.00		\$1,800,000.00	\$1,750,000.00	(\$50,000.00)	-2.78%
TOTAL CAPITAL RESERVE FUND REVENUE	\$681,000.00		\$681,000.00	\$705,410.00	\$24,410.00	103.58%
TOTAL NET CAPITAL RESERVE FUND BUDGET	\$1,119,000.00		\$1,119,000.00	\$1,044,590.00	(\$74,410.00)	-6.65%
TOTAL PROPOSED FY 2022 BUDGET	\$5,094,119.00		\$5,094,119.00	\$5,020,339.00	(\$73,780.00)	-1.45%

TOWN OF GRAY
TOWN MANAGER PROPOSED-REVENUE BREAKDOWN
FY 2022 (JULY 1, 2021 - JUNE 30, 2022)

Proposed as of 3/31/2021

01-100	Clerk Fees	\$7,500.00	\$6,350.00
01-101	Clerk Fees-Auto Registrations	\$28,000.00	\$34,000.00
01-102	Clerk Fees-Boats/ATV/Snow	\$1,900.00	\$1,500.00
01-103	Clerk Fees-Dog Licenses	\$900.00	\$550.00
01-104	Clerk Fees-Hunting/Fishing	\$800.00	\$800.00
01-105	Community Development-Miscellaneous	\$1,500.00	\$1,500.00
01-106	Code Enforcement-Miscellaneous	\$2,000.00	\$2,000.00
01-120	Electric Permits	\$18,500.00	\$19,000.00
01-130	Plumbing Permits	\$30,000.00	\$32,000.00
01-140	Building Fees	\$120,000.00	\$133,000.00
01-145	Septic Amendments	\$850.00	\$850.00
01-150	Dog Control	\$7,000.00	\$4,000.00
01-151	Public Communications	\$0.00	\$0.00
02-010	Auto Excise Tax	\$1,775,000.00	\$1,825,000.00
02-015	Boat Excise Tax	\$21,000.00	\$21,222.00
02-041	Cable Franchise Fees	\$100,000.00	\$102,000.00
02-200	Interest-General Fund	\$25,000.00	\$25,000.00
02-201	Interest on Delinquent Taxes	\$50,000.00	\$50,000.00
02-850	Payment Rebates	\$0.00	\$0.00
02-900	Miscellaneous Revenue	\$10,000.00	\$10,000.00
03-066	Lost Book	\$1,030.00	\$1,030.00
03-067	Library Fines	\$6,000.00	\$3,000.00
04-055	Rescue Fees	\$200,000.00	\$270,000.00
05-039	Gravel Pits	\$1,100.00	\$1,100.00
05-048	Driveway Opening	\$4,250.00	\$5,500.00
05-066	Tree Removal	\$4,500.00	\$4,500.00
05-078	Batteries	\$1,750.00	\$2,000.00
05-079	Bulky Waste	\$9,000.00	\$9,900.00
05-080	Landfill Stickers	\$16,000.00	\$16,000.00
05-082	Commercial Haulers	\$800.00	\$600.00
05-084	Tires	\$2,200.00	\$2,000.00
05-085	Wood	\$5,500.00	\$5,500.00
05-086	Light Iron	\$30,000.00	\$33,000.00
05-087	Plastic	\$5,000.00	\$3,600.00
05-088	Bottle Redemption	\$7,000.00	\$7,000.00
05-089	Newspaper	\$3,000.00	\$0.00
05-090	Cardboard	\$9,000.00	\$10,000.00
05-091	Demolition Debris	\$13,000.00	\$17,000.00
05-092	Universal Waste	\$0.00	\$0.00
05-093	Shingles	\$5,000.00	\$4,500.00
05-094	Leaves & Grass	\$1,500.00	\$1,300.00
05-095	Brush/Tree Parts	\$3,500.00	\$3,000.00
05-097	Tin Cans	\$2,000.00	\$1,100.00
06-049	Shoreland Application Fee	\$4,000.00	\$4,000.00
06-053	Junkyard Fees	\$50.00	\$50.00
06-370	Zoning Board Applications	\$500.00	\$500.00
06-380	Planning Board Fees	\$15,000.00	\$12,500.00
06-862	Blueberry Fest	\$4,200.00	\$4,200.00
11-005	DOT Local Roads	\$144,000.00	\$135,000.00
11-008	GA Reimbursement	\$10,000.00	\$10,000.00
11-060	State Revenue Sharing	\$510,844.00	\$580,027.00
11-061	Snowmobiles	\$3,000.00	\$3,000.00
11-062	Tree Growth	\$21,700.00	\$21,700.00
11-063	Veterans Reimbursement	\$5,005.00	\$5,005.00
11-067	Animal Waste Facility	\$900.00	\$900.00
TOTAL	Miscellaneous Revenue	\$3,250,279.00	\$3,447,284.00

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

	TOTAL PROPOSED GENERAL FUND REVENUE	\$3,250,779.00	\$3,447,784.00
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TRANSFERS FROM:			
	Unassigned Fund Balance	\$681,000.00	\$500,000.00
	TIF Transfer	\$0.00	\$205,410.00
TOTAL PROPOSED CAPITAL RESERVE FUND REVENUE		\$681,000.00	\$705,410.00

	TOTAL PROPOSED FY 2021 REVENUE	\$3,931,779.00	\$4,153,194.00
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**TOWN OF GRAY
FY 2022
CAPITAL PROJECTS PROPOSED BREAKDOWN**

Project	Amount
Road Resurfacing	
Dutton Hill Road	\$ 174,675.00
Hancock Street	\$ 19,125.00
Summit Road	\$ 20,825.00
Linden Lane	\$ 25,925.00
Liberty Avenue	\$ 14,875.00
Stave Mill Road	\$ 19,125.00
Marie Street	\$ 18,275.00
Marian	\$ 8,500.00
Jenny Drive	\$ 22,100.00
Fran Circle	\$ 59,500.00
Meguire Road	\$ 17,425.00
Alling Drive	\$ 14,875.00
Gray Stone Road	\$ 24,650.00
Spiro Ave	\$ 9,350.00
Wilkie's Beach Improvements (Phase 1)	\$ -
Pavement Condition Study	\$ 18,400.00
TOTAL Road Resurfacing	\$ 467,625.00
Bridge Repair & Replacement	
TOTAL Bridge Repair & Replacement	\$ -
Fire & Public Safety	
TOTAL Fire & Public Safety	\$ -
Public Works, Town Vehicles & Equipment	
EV Charger	\$ 5,000.00
TOTAL Public Works, Town Vehicles & Equipment	\$ 5,000.00
Sidewalks	
Yarmouth Road Reconstruction & Sidewalks	\$ 175,910.00
TOTAL Sidewalks	\$ 175,910.00
Technology	
Computers (Town-wide per schedule)	\$ 20,000.00
GCTV Equipment	\$ 14,500.00
TOTAL Technology	\$ 34,500.00
Public Buildings	
Building Maintenance	
Excavation/Site Work	
Energy Efficiency/Electrical	
HVAC	
Safety	
Structural	
Other	
Reserve Account	\$ -
TOTAL Public Buildings	\$ -
Debt Service	
General Obligation Bond-Bridges/Road (FY 2015-FY 2024)	\$ 172,461.00
General Obligation Bond-Library (FY 2015-FY 2024)	\$ 177,214.00
General Obligation Bond-PW/Transfer Station (FY 2010-FY 2030)	\$ 214,000.00
General Obligation Bond-Pennell (FY 2010-FY 2030)	\$ 160,500.00
General Obligation Bond-Town Wide (FY 2019-2039)	\$ 506,725.00
TOTAL Debt Service	\$ 1,230,900.00
Land Acquisition	
Land Acquisition Fund Payment	\$ 50,000.00
Total Land Acquisition	\$ 50,000.00
Parks & Recreation	
Concrete Game Area	\$ 6,000.00
Wilkie's Boat Ramp	\$ 13,500.00
Crystal Lake Skating	\$ 1,800.00
Reclaim Athletic Fields	\$ 5,000.00
Basketball Court Lights	\$ 2,500.00
Skateboard Park	\$ -
TOTAL Parks & Recreation	\$ 28,800.00
Miscellaneous	
Stormwater Modeling	\$ 10,000.00
Pleasant River Watershed Restoration Project, Phase II	\$ 5,000.00
Thayer Brook/Presumpscot River Testing	\$ 2,000.00
Groundwater Analysis	\$ 29,500.00
Total Miscellaneous	\$ 46,500.00
TOTAL CAPITAL PROJECTS REQUEST FY 2022	\$ 2,039,235.00

CIP Reserve Fund Projection Utilizing Bond Savings and Funding \$1,750,000

Capital Reserve Fund Balance 6/30/2020 Audit: 599,776.00
 South Gray TIF 205,410.00
 Bond Savings 258,403.00
 Minus FY2020 CIP Carryforwards: (131,006.00)
 Funding per Fiscal Year from the General Fund: 1,750,000.00

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 1,850,000.00

Debt Service Description	Maturity Date	SCHEDULED PAYMENTS									
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Pennell Bond	4/15/2030	160,500.00	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	214,000.00	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	172,461.00	171,685.00	80,485.00							
Library Expansion Bond	1/15/2024	177,214.00	176,415.00	82,715.00							
Bonding		506,725.00	487,225.00	472,825.00	458,425.00	444,025.00	429,625.00	415,225.00	400,825.00	386,425.00	372,025.00
TOTAL DEBT SERVICE		1,230,900.00	1,200,025.00	990,225.00	801,425.00	775,825.00	750,225.00	724,625.00	699,675.00	672,975.00	372,025.00

	SCHEDULED REQUESTS									
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Road Resurfacing	467,625.00	500,000.00	550,000.00	500,000.00	500,000.00	500,000.00	500,000.00	550,000.00	500,000.00	500,000.00
Bridge Repair and Replacement	-	-	-	-	-	-	-	-	-	-
Fire and Public Safety	-	8,725.00	8,725.00	239,114.00	8,725.00	189,770.00	655,813.00	67,725.00	1,084,370.00	72,373.00
Parks & Recreation	5,000.00	-	55,989.00	74,882.00	274,318.00	141,248.00	429,000.00	491,566.00	481,318.00	215,000.00
Public Works & Equipment	175,910.00	-	-	131,400.00	34,650.00	-	-	15,000.00	-	-
Bidweeks	34,500.00	48,900.00	52,050.00	34,150.00	34,900.00	31,700.00	51,600.00	31,900.00	36,300.00	15,600.00
Technology	-	-	-	34,000.00	-	94,200.00	92,000.00	51,000.00	79,000.00	-
Public Buildings	50,000.00	-	-	-	-	-	-	-	-	-
Land Acquisition Fund	28,800.00	25,000.00	2,500.00	8,400.00	-	-	-	-	-	-
Parks & Recreation	46,500.00	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
TOTAL REQUESTS	808,335.00	582,625.00	669,274.00	1,021,946.00	852,593.00	956,918.00	1,728,413.00	1,207,193.00	2,180,968.00	802,973.00

Capital Reserve Fund Balance (per year) 643,348.00 710,698.00 901,199.00 927,828.00 1,149,410.00 1,292,267.00 689,229.00 1,207,193.00 2,180,968.00 (370,602.00) 304,400.00

BUDGET ITEMS

No	Items Label	Cost Est.	Task No.	Description	Comments
1	Pocket Park	(2020) Grant +\$2,175 + \$3,300 in Public Works Dept	#69 M10	Gray Historical Society has a long term vision of creating a Historic Walk with the Pennell House Memorial (re: Cumberland Farms donation/ easement) kicking off the effort. GHS would like to discuss the Town Owned Property at 5 Yarmouth Rd as a possible mini-park	GHS in planning stages with more information will likely be available in January. Goal is to have full trail mapped out to identify specific locations as historically important for consideration when future development is planned. (10/28) Council needs more info, GHS/CEDC both have some ideas for the space, Council has RT115 project review starting, there is some thought to put up guardrails to prevent in appropriate vehicular traffic, Anne mentioned there could be grant money avail to help with developing a plan. Council agreed to keep on list pending presentation from GHS/CEDC in near future. (12/17) GHS/CEDC presented to Council & advised of possible Grant applications for funding which will be presented at the 1/7 meeting. (1/21) Council voted to approve grant application with direct \$2,175 match & \$3,300 of public works time/costs (3/2) Alec adv they have expanded about 1/2 of the grant 'in kind' total & will complete add'l work in the spring.
2	Education Funds	\$5,250 per semester - \$0 in 2020	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.
3	Employee Vacation/ Sick Fund	(2020) \$35,000 (2021) \$25,000	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 Contingency 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 Contingency 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.

No	Items Label	Cost Est.	Task No.	Description	Comments
4	CIP Payment	\$1,750,000	N/A	<p>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 remaining outstanding from the 3/12ths rainy day fund is being logged separately - see below.</p>	<p>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 addtl 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.</p>

No	Items Label	Cost Est.	Task No.	Description	Comments
5	Watershed Plans	\$18,000 (2018) \$5,000 (2019) \$7,000 (2020)	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 pieces 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.
6	Sidewalks - Libby Hill	\$115,000 plus - 20% of total? GPCOG Grant?	N/A	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.

No	Items Label	Cost Est.	Task No.	Description	Comments
7	Public Facilities Study	100000 (2) at \$50k each (Bond)	N/A	\$23,000 was approved in 2018 budget to conduct a Public Facilities Study on current capacity and projected capacity needs. (Public Safety Study)	Mo used Windham's recent study and did a rough draft to obtain quotes, a larger sum (\$56k) will be needed to complete this & the study was not as detailed as needed. Staff recommends breaking this into two pieces - Public Safety & All Other. Public Safety piece may require a specialty consultant. Staff will do more work to present options to Council. \$23k has NOT been spent and could be rolled over & added to - to cover options. Council cut this from the budget - anticipating doing it next budget. (10/28) Deb advised she engaged with a contractor to complete the Public Safety piece in this year's budget and will provide an updated estimate for other departments. (3/26) Council agreed that this should be pushed off 1 year so the new Manager can participate. (2/11) Kathy give a heads up that there is a 2 part study included in Mo's budget as a result of the Town Office issues. (2/18) Mo rev the proposed studies & recommends Property Condition Assess be done first - followed by Space Needs Analysis & Facilities assessment. Windham completed theirs in 2013 and it was critical to better planning. Mo also cited the recent issues at Pennell as a reason - he does not have the capacity or expertise to evaluate the build/equip at the same level as engineers. He pointed out there are hidden items - like the Pennel Septic - that are not on the radar yet & should be. Dan asked if there would be cost savings if we did them together. Mo was not sure as different firms handled the Windham studies. (3/15) Katy adv bond savings can be used to cover these.
8	Broadband Partnership		N/A	Lakes Region Broadband Partnership along with Cumberland County are working on the Connect Cumberland project to extend broadband through major corridors. Updating this to possible funding needed related to Grant being pursued with Windham.	A presentation was made to the Council during the July 3rd, 2018 meeting. Costs are unknown at this time, but goal was to have more information by year end for budget planning. No update on costs at this time. (10/28) Deb advised the group was having difficulty finding a contractor to do the work and thus will not be included this year. (1/19) Nate adv she does anticipate a request for some funding - matches for grants and/or other funding avenues. (3/22) Nate has some inquiries out and Anne adv that Otelco is nearing completion on a plan to build out Gray. There is also going to be federal money available for this work in the coming 2 years. (3/24) Nate has no further information - Council agreed to not put money in the budget. It is possible the federal money avail in the coming year will allow for grant applications for broadband work.
9	Skateboard Park	(2020) \$15,000	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 add'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.

No	Items Label	Cost Est.	Task No.	Description	Comments
10	Land Acquisition Fund	(2019) \$50,000 (2020) \$50,000	N/A	A Community Center has been discussed in various meetings and may be related to the above (13) Public Facilities Study - as far as next step planning.	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 Acquisition 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 acquisition 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.
11	Dog Park		N/A	A suggestion was received to establish a Town Dog Park on the capped land fill. After some discussion, it was determined it was not a good fit, however, another location may work, if there is support.	Council agreed this is not something that will be pursued in this year's budget. (10/28) The land fill is no longer an option due to the pending solar array. No further requests have been made, thus it will not be considered this year. (1/19) Council agreed to close this one permanently until such time the issue resurfaces.

No	Items Label	Cost Est.	Task No.	Description	Comments
12	Speed Signs	\$8,600 speed sign \$15,500 for text & speed combo sign	N/A	The Town owns one speed sign. Discussions about purchasing others - that mount to utility poles with flashing lights and "slow down" with the speed have been discussed.	The one sign Gray owns was obtained via a grant. Steve can obtain some costs estimates for a similar one and/or those mounted on utility poles. Also, Deb advised deputies have asked the Town to look into School flashing lights for Shaker Rd as it is difficult for them to enforce without them. MDOT has said we can install. Steve will obtain prices. Dan suggested we also calculate what % of time is dedicated to speeding & provide more information to residents. Steve did advise the sign does record & the data is given to the Sheriff's office. Signs for school zone on hold pending Fiddleheads status - others will need to wait for future budget. (10/28/19) Steve advised he found a different vendor - same sign - mount on trailer version which is in the \$3-4K range. He feels these are more effective than the pole mounted ones as people get used to those. The current sign has been damaged and will likely not be repaired until spring. (2/4) Fiddlehead's charter school is not relocating - they are buying the building & the center will be relocating. Council will need to discuss school signs again. (3/12) Alec advised the cost is closer to \$5,500 to purchase a new hybrid sign that has radar measured capacity as well as construction messaging capacity. He advised it does track data - but the computer it is using is very old. Council would like data at least reported out after each usage. Alec advised it is shared with the Sheriff but they do not maintain the data. (3/26) Alec provided \$8325 price for speed sign only or \$15250 for construction type sign with speed & text. Council believes the multipurpose sign is a better value - but may want to wait until next year. Council will consider once Shaker Rd project costs known. (4/9) Majority felt there is likely value in having add'l sign, but majority also felt it could wait given the existing sign is now fixed & ready for use again and we are purchasing a radar gun for the deputies. (3/2/21) Council rev & do not see a need for another sign this year.
13	Planning/Engineering	Route 100 South TIF Funds - \$176k appx	#4 M3	TIF Projects (Main Street, Village Shaker Rd, Route 115), Sidewalk projects, and other projects (Wilkes 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 evaluating 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 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 add'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.

No	Items Label	Cost Est.	Task No.	Description	Comments
14	Construction Costs	\$88,400 / GPCOG grant?	N/A	Extending sidewalk from Hannaford - Spruce Street Sidewalk projects , and other projects (Wilkes 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.
15	Contingency Fund	Manager \$25,000 Build/Grds \$15,000	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 & contingency - 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 add'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 contingency 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 budget, 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 contingency 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.

No	Items Label	Cost Est.	Task No.	Description	Comments
16	Senior Tax Relief Program	\$25,000	#53 H8.1 Ⓞ	There was limited discussion about a possible Senior Tax Relief program for the elderly property owners.	Sharon proposed a \$25,000 starting fund, but Council wanted to work out details of program before considering as a budget item. (4/4/19) Council discussed again with increase to \$50,000 proposed by Sharon. Council did not agree to add to the budget as increase is already large & would like better handle on sustainability/costs (Cape - \$75k, Cumberland \$65K). Council could not identify items to scratch from budget to compensate for needed funding. (8/6) Workshop held. (10/28) Council has another workshop to determine if consensus can be reached on program parameters. (12/17) final changes discussed - 1st reading set for 1/7. Approved at 1/21 meeting. (3/26) Sharon is req \$30k for this fund. Sandy/Dan want to delay. Bruce/Anne want to reserve decision until final number crunching. (4/16/20) Majority of Council felt this new service should not be added this year given the current situation and strain on other taxpayers - not on a fixed income - who may be losing their jobs, etc. A request was made to put it on the ballot as a separate question, but only 2 Councilors supported. (3/15) Council discussed - Dan is not in favor, Sandy/Anne are undecided, but willing to look at figures incl \$25k - Bruce was willing to look at figures incl \$35 which is what Sharon req. Agreed \$25k to run numbers with final decision to be made next workshop. Anne also suggested if we proceed that we clearly communicate this is a pilot program and may not continue after the initial test period. Sandy was concerned with the ballooning costs in Yarmouth (from \$25k to \$90k). Sharon will obtain some est. hours of impact on staff time & provide to Nate. Nate will talk to Katy/Lauren to discuss est impact & costs for administering the program. (3/22) Sharon prov feedback from Cape - subs yrs is low impact on single staff person plus financial director mailing checks - did not have hours or initial year impacts. Nate is reaching out to OOB which handles it a bit differently - upfront - discounting the bill instead of rebates which allows for better budgetting. not sure if it is more/less admin time. (3/24) Council agreed to proceed with \$25k as separate question. Katy adv this is over the LD1 limit & will need a companion question.
17	Paving	(2020) \$469,250 (2021) \$449,225	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 falling 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.

No	Items Label	Cost Est.	Task No.	Description	Comments
18	Libby Hill	(2020) \$13,579	#27 H1.2	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 budgeting 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.
19	Rainy Day Fund	(2020) \$25,000 (2021) \$75,000	N/A	Need to repair 3/12's fund to make it whole	(10/28) \$500,000 was taken from the 3/12's fund to help purchase the new ladder truck. \$400,000 was paid back in 19-20 budget cycle. \$100,000 remains outstanding and needs to be paid back - within the next 4 years. (4/2) In our 3rd year to pay back over the 5 years total - Council agreed to only pay \$25k this year and look to pay remaining \$75k next year once more is known about the economic downturn. (2/11) Deb adv we have this year & next to pay back the \$75k. Council agreed to leave full remaining payment in budget. Sandy will log as a follow-up and it could change once we get through the rest of the budget. (3/15) Council would like to clear this debt - will run numbers with \$75k.
20	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 add'l striping to Village Shaker Rd - sharrows and more narrow lanes to test out the results. Alec to provide add'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.
21	Library Heating System	\$28,500 (bond)	N/A	Library Heating System may need to be replaced in 5 years	(2/27) Mo advised increasing maintenance costs are being experienced with the Library boiler which should last another 5 years and recommends a future replacement to a version that has fared better in the other public buildings and is less costly to maintain - at a cost of around \$20,000. We are/will spend \$5,000 a year during the 5 years. Discussed the option of just replacing now - Mo clarified system is more complex and has more splits because of the layout (original building & addition). Council wants to make sure future update/conversion is covered in CIP. (2/18) Mo is recommended a full replacement of the Boiler - this would be covered by 2018 bond funds.

No	Items Label	Cost Est.	Task No.	Description	Comments
22	Automatic Fuel Shutoff	?	N/A	Should Segall Drive systems be upgraded to automatic shutoff options	(2/27) Dan reminded Council that during the CZA process with Cumberland Farms an automatic fuel shutoff system was discussed (more costly) vs. having personnel being responsible for quickly (and correctly) shutting down systems to prevent a spill or minimize one. More research needed to determine costs/viability vs. benefit. (2/18) Dan clarified this is in regards to the tanks at Seagull Drive given the location near the waterhead. This may be an issue that would be analyzed in the proposed Property Condition Assessment. Need more information - will move to next budget cycle.
23	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.
24	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 add'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.
25	Paving Plan	?	N/A	Create a long term Paving Plan to "catch up" with recommended schedule	(4/28/20) Dan suggested that between now & next budget, the Council ask Alec to create a long term paving plan - through 2035 perhaps - to identify a route to catch up on the backlog of paving. This could be used in conjunction with the planned road study (next budget cycle) to ensure progress is made each year. (1/19/21) See above sidewalks note.
26	Livelong Living	?	N/A	Placeholder for 21-22 FY Budget - Senior Programs	(8/4) Logging as a placeholder pending presentation from Lifelong Living Committee in Fall/Winter (1/19) Sharon advised there will not be any request in the upcoming cycle as they are still collecting data and planning. Some items may be addressed through donations or non-profits as well.

No	Items Label	Cost Est.	Task No.	Description	Comments
27	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.
28	Enterprise Fund/ Sub D	EF \$157,000 SD \$95,000	N/A	Need to evaluate impact of Covid on Enterprise Fund & Sub D Fund	(9/15/20) Deb has advised current projections have fund just breaking even or with a small revenue amount. (3/1/21) Katy clarified that Enterprise Fund is revenue from Rec Dept programs & Sub D is revenue from Development Fees. Sub D is generally used to expand or upgrade Recreational activities where Enterprise Fund is used to fund the Recreation Staff and operations. There is \$107k in EF with a projection of \$50k this year total of \$157k. Sub D is at \$95k now. But if the Rec Director position is filled, that may impact the EF total. Nat to talk to staff and determine timeline on new hire. (3/9) Katy adv that Nellie & her are working on identifying what in Rec budget can come out of Sub D. Extension of path from Cumberland Farms to Brown Street - through 1st Congregational Church property could be funded by Sub D - if grant & in kind is not enough. (3/23) Katy checking to see if removal of NewBegin stage can come out of Sub D fund in lieu of bond savings. She will also move the \$6k for concrete play area to Sub D. (3/24) Katy adv Sub D can be used, majority of Council agreed to keep in CIP bond savings as it involves multiple depts - maintenance, elections & recreation.
29	Communications	\$18,910 in owed fees / \$102,000 in annual fees	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 utilize 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.
30	Public Safety Study	\$28,550 for generator (bond)	N/A	Review Public Safety Report to determine funding needs for changes	(10/6) Deb shared the report created from the Public Safety Facilities study which contains many recommendations. Some will flow through department budget process, but others may require Council action with possible funding implications. (3/2) The Asst Chief position was budgeted for last year - but not filled as of yet. Kurt is working with Nate on next steps. Another recommendation was the replacement of the generator which Mo has included in this year's budget, but will be covered by the bond savings. Kurt and Nate will have further discussions on the report for future proposed changes which may or may not impact the budget.

No	Items Label	Cost Est.	Task No.	Description	Comments
31	Striping	\$300	N/A	Shaker Rd Project - new striping - increase to annual budget	(10/6/20) As part of the Shaker Rd Stormwater/sidewalk project, new striping was discussed - reducing lane size to create official bike line with proper striping, crosswalk addition, additional traffic calming - will add to existing striping on the road. (3/2/21) Council needs to decide what they would like to see as "extra" so Alec can adj his budget. Making more narrow lanes is no impact, but adding graphics for the bike lane or stripes across the bridge for to slow traffic & increase safety. Council also wants to loop back to MDOT to update striping on bridge to match what we decide to do on the road. Alec did state the add'l striping in Spring worked out well last year. Dan asked that the new striping around No Raymond/Shaker Rd intersection should be added to the touch up list. There was also a discussion that the bike coalition can provide temporary striping for us to test on roads (like Hancock Street) but if we want to make it permanent - it does increase our budget. (3/15) Randy will need more striping, Alec adv add'l \$300 needed. He will provide est. cost for add'l striping on Shaker Rd (Village) (3/23) See above re Shaker Rd Project - Alec to prov add'l increase to Katy.
32	Electric Charging Station	\$5,000	N/A	Consider installing an electric charging station	(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, converting as many vehicles as possible to electric will save more costs. First step would be installing a charging station - may be grants or other funds available to assist with cost. (3/23) Council disc options: There will be more money available for this type of work in coming year. Tentative agreement that putting away some money (\$5,000) for 1 level 2 charger at the first parking spot at Pennell is a good way to start. Then, in coming year, work with MTA (park & ride) and Enercon (Northbrook) to see if add'l level 3 chargers can be installed. Another location may be the municipal parking lot next to the new pocket park - people could stop & charge & visit park. Would need a level 3 to reduce time - Mo pointed out that the substantial increase in costs is due to the fact that they need a dedicated line and transformer so not all locations are feasible.
33	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, converting 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 add'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.

No	Items Label	Cost Est.	Task No.	Description	Comments
34	Trees	\$2,000	N/A	Shaker Rd Project - new canopy trees	(12/1/20) Council discussed plan for tree canopy on Shaker Rd. Several trees are being taken down for the project. Kathy was going to pull a canopy inventory and then complete an analysis of which trees are slated to come down to help identify where new trees may be needed. The species also needs to be identified. Council discussed putting the costs in the project itself or potentially handling outside the project after completion. This is being logged as a placeholder. (3/2/21) Council/Nate needs to follow up with Kathy & decide on replacement trees as bid came in lower than expected and Alec confirmed we could use the "add on" provision to add them to the bid. (3/15) Council agreed to replace trees to restore the canopy impacts. Alec adv submitting a "change order" before construction is complete is the correct route. There is bond savings available to cover the costs and Alec confirmed that because the MDOT portion has not hit the \$500k limit yet, the costs would be split with MDOT. Nate will work with Staff to evaluate the canopy once the old trees are removed to ID replacement locations and then work with property owners, if applicable. Overhead utilities should be considered when selecting locations. (3/23) Alec adv that approx 5 trees are recommended. Kathy working with HORT resources (local wholesaler) for prices and species. Dan pointed out we can process changer order, but MDOT may not agree to pay their 50% on that piece. We just need to make sure enough bond savings is available to cover full costs - but request the 50% match. (3/24) Due to the 8/31 deadline and need to maybe wait until Spring 2022 to plant - \$2,000 was added to Alec's budget as a safeguard.
35	Signs - Libby Hill	?	N/A	Update "No Public Access" sign - Libby Hill	(12/15/20) Sandy pointed out that the current sign (unknown if it is the Town's sign or home association sign) at the start of the private road which states "no public access" is hard to read and too verbose. Homestead Acres Assoc has complained about people parking on the road to access the Town's LH trails. Consider updating the sign to be more clear or adding "use trail heads" signs or "no Parking" signs. (3/2/21) Alec believes the sign was paid for by the home association, but installed by the Town. He did price out a sign and it would be around \$750. Council agreed this should be rolled into the larger work on the maintenance agreement as signage should be part of that plan. Sandy advised the signage needs improvement on the trails as well.
36	Illumination Tool	\$2,000	N/A	Purchase illumination measurement device for code enforcement	(12/15) With new sign ordinance illumination restrictions, Code Enforcement will need equipment to ensure compliance. (1/5) Dan believes the tool will be about \$2,000
37	Grant match	? \$ - In kind	#75 H7	Fund grant match for Long Hill ATV trail	(1/5) Anne advised that she is pursuing other grants for the ATV trail rehab on Long Hill Road. The grants will require a 20% Municipal match - which can be met with "in kind" donations and the ATV Club may be able to provide that match via labor/equipment. The timeline is April/May deadline. (2/18) Anne is awaiting data from ATV club. Right now, it is likely there will be no 'cash' match needed. The Town will need to manage the grant - Katy for financial disbursements and Mo as the "supervisor" of the work - however, the ATV/Snowwolve members will likely do all the work. More info should be available in April.
38	TIF Funds	\$365,147	N/A	Determine available funds from Village TIF	(3/9/21) Katy advised \$365,147 is currently in the Village TIF fund

No	Items Label	Cost Est.	Task No.	Description	Comments
39	Septic System	?	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.
40	Telephone	\$6,000+ increase	N/A	Review current Telephone set up VOI vs. hard lines	(3/2) Dan noted that there was a substantial increase in the telephone charges across departments. Katy explained that the transition to voice over internet did not include fax or security lines which Otelco was not willing to budget on. Nate pointed out that having hard lines with plug in phones for each building is critical in emergency response planning. Nate will review in more detail with Katy/Mo and Staff to determine if changes are warranted.
41	Boat Ramp	\$62,000 total @ 25% = \$15,500 - \$2,000 leftover = \$13,500 for this year	N/A	Determine if Grant funding is available for Boat Ramp replacement	(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 add'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 add'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.
42	Strippling Bid	N/A	N/A	Determine if it is possible to allow HOA to participate in Town Strippling Bid	(3/2/21) Dan asked if it would be possible to allow HOA to jump on the Town's strippling bid to reduce overall costs and ensure regular strippling. Katy pointed out there may be an issue because the Town is tax exempt and HOA are not. Further research is needed.

21-22 Budget Items

Last Updated: 03/24/2021

No	Items Label	Cost Est.	Task No.	Description	Comments
43	Trail Extension	?	N/A	Create a trail extension from Cumberland Farms to Brown Street	(3/2/21) The First Congregational Church is now willing to allow the Town public easement over their property to complete the trail that ends behind Cumberland Farms. This trail is part of the VALT plan and would connect to Brown Street sidewalk system allowing people to get to the Library and Plaza safely. The Rec Dept would use it regularly for summer camp activities and childcare activities. Church has no money. Alec has advised public works could remove the Jersey barriers and repurpose them, if allowed. Kathy is working the project and there needs to be conversation with abutters. The current path is gravel and would need to be upgraded to allow for winter snow clearing. An Eagle Scout is willing to make L shaped planters for the project to help slow cyclists. (3/9) Kathy provide more info on status. Anne adv if we can lift conversion issue we could apply for grant money (possibly). Katy believes we could use Sub D funds as well.
44	Planning Dept Staff	?	N/A	Add Staff Position to Planning Department	(3/9/21) Council received suggestion from resident who is also a member of the PB to consider adding an "economic development director" to the Planning Department. Council/Staff had robust conversation with many options (1) contract services via GPCOG rather than hiring part time person (2) creating 'matchmaker' position to help match available property to 'specific' businesses needed in the Town (3) make add'l zoning changes to help create more options for commercial businesses (4) create "helper" position to assist developers navigate the Town's process/forms, requirements, etc. (5) hire a Planner Assistant to handle administrative tasks for Kathy like application/packets/PB agendas, etc. to free up her time (6) grant writer to assist with finding more opportunities for funding to accomplish larger 'planning' goals. Council agreed more work is needed to determine what really is needed, what makes the most sense & adds the most value. Nate will work with Staff in the coming year to do a more robust analysis in order to bring forward a proposal for next year's budget. Sandy will respond to Dan Cobb.
45	Committee Budgets	\$1,000	N/A	Move Committee budgets to separate tab	(3/15/2021) Dan suggested Committee budgets be shown as a separate tab - some are included in Council/Committees, others have their own tabs (PB/ZBA) and some are incorporated in dept budgets. Katy agreed and said she could move things over. Council requested the CEDC's request for Slido software (\$150) be reviewed by I/T and potentially placed in that budget to allow access for more users and to ensure compliance with security protocols (on software). Dan would also like to know if the ROI is on the CEDC request for the cable show and MainBiz Ad. Katy to add \$1,000 marketing for open space committee
46	Town Brand	?	N/A	Create a Town Brand for Communications	(3/15/2021) Council has made a substantial effort to increase communications 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.
47	MyRec Software	?	N/A	Explore possible Collaborative Use of MyRec Software with NG	(3/15/2021) Nate advise in discussions with NG, a request was made for Gray to consider sharing the MyRec Software to help increase efficiency and save both Town's money. There are some issues with separating payments in the background, but many programs are shared by the two Towns. Nate will work with Staff to evaluate to determine the cost/benefit to making a change.

21-22 Budget Items

Last Updated: 03/24/2021

No	Items Label	Cost Est.	Task No.	Description	Comments
48	Contingency Fund	N/A	N/A	Create Parameters/Policy for Contingency Fund usage	(3/16/21) During the TC meeting, the use of the contingency fund was brought up specific to an agenda item. Council agreed a new policy should be created to provide guidance on when/how that fund should be used as the definition of 'unplanned' expense can be broad and/or different people can have different definitions. Will work on in the coming year prior to next year's budget cycle.
49	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 residents. The Council agreed it may be valuable to do, but need more time to discuss and figure out communication strategy to Residents.

**Official Ballot
Annual Town Election
Gray, Maine
July 14, 2020
BUDGET WARRANT ARTICLES**

Deborah Cabana
Town Clerk

Instructions to Voters

To vote, fill in the oval next to your choice, like this: ●
To vote for a question, fill in the YES oval. To vote against the question, fill in the NO oval.
To have your vote count, do not erase or cross out your choice.
If you make a mistake, ask for a new ballot.

Article 2. Shall the Town vote to accept \$4,077,829 of revenue and any Federal, State and other sources of revenue and to appropriate the same to help fund the total Municipal Budget for FYE 2021 (detailed below) as recommended by the Town Council?
 Yes
 No

Article 3. Shall the Town vote to raise and appropriate \$9,015,898 to fund the FYE 2021 Municipal Budget, as recommended by the Town Council?

<input type="radio"/> Yes		
<input type="radio"/> No	(Admin, Codes, GA, Com. Dev., Com. & Info, Elections)	\$1,394,971
	Municipal Finances (Bonds/CIP)	\$3,080,837
	Library and Parks & Recreation	\$388,922
	Public Safety/Street Lights	\$1,326,913
	Public Works	\$2,483,998
	Council (legal), Boards and Committees	\$55,340
	Law Enforcement	\$253,786
	Community Service Agencies	\$31,131
	Total Budget FYE 2021	\$9,015,898

Article 4. Shall the Town vote to raise and appropriate \$10,000 for Town Council compensation for the FYE 2021, as recommended by the Town Council?
 Yes
 No
(Note: This appropriation must be voted on as a separate article, pursuant to, Art. II, Sec. 6 of the Town Charter.)

Article 5. Shall the Town vote to appropriate \$1,894,096 from the Capital Reserve Fund for FYE 2021, for the following Capital Projects, as recommended by the Town Council?

<input type="radio"/> Yes		
<input type="radio"/> No	Road Resurfacing	\$469,250
	Parks and Recreation	\$50,704
	Technology	\$66,567
	Debt Service	\$1,254,200
	Land Acquisition	\$25,000
	Miscellaneous	\$28,375
	Total Capital Projects FYE 2021	\$1,894,096

Article 6. Shall the Town vote to accept and appropriate for their designated purposes all of the various Town "enterprise account" funds (e.g., nonmajor special revenue funds, recreation enterprise funds) for FYE 2020, as recommended by the Town Council?
 Yes
 No

Article 7. Shall the Town vote to place funds received from the disposition of Town-owned personal property with a value of \$100,000 or less, in the Capital Reserve Fund and to appropriate the same for capital projects, as recommended by the Town Council?
 Yes
 No

Turn ballot over to continue voting

Typ:02 Seq:0001 Spl:01

Article 8. Shall the Town vote to accept all funds generated by donations and fund-raising activities on behalf of the Town's Recreation Department, the Dry Mills Schoolhouse, the Gray Public Library Association and the Gray Fire Rescue Association, and to appropriate the same for their intended purposes, as recommended by the Town Council?

Yes

No

Article 9. Shall the Town vote to authorize the payment of tax abatements, including any interest due thereon, from the property tax overlay or, if necessary, from the unassigned fund balance, as recommended by the Town Council?

Yes

No

Article 10. Shall the Town vote to increase the Town of Gray's property tax levy limit established for FYE 2021 by State law to \$361,785 in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit, as recommended by the Town Council?

Yes

No

Article 11. Shall the Town authorize the reallocation and expenditure of up to \$700,000 of unspent proceeds from the Town's 2018 General Obligation Bonds as set forth in the Order of the Town Council adopted on July 3, 2018, for the purpose of stormwater drain repairs and ADA sidewalk improvements along Shaker Road (Village) as recommended by the Town Council?

Yes

No

(Fiscal Note: This will **not affect the mil rate** as the bonds have already been issued. These funds will be used along with a \$500,000 grant from the Maine DOT and approximately \$100,000 of revenues from the Town's Village TIF District for a total project cost of \$1,230,000. The Town must authorize this expenditure in order to obtain the MDOT matching grant.)

Article 12. Shall Section 7 of Art. XI of the Gray Town Charter be amended as follows?

Yes

No

Section 7. Charter Amendments. Amendments, modifications and revisions to this Charter may be made pursuant to the applicable provisions of State law. Beginning with the November 2010 election and at the respective November election every ten years thereafter, ~~The following questions shall be put to the voters every ten (10) years from the effective date of this Charter, at the respective November election:~~

1. "Shall a Charter Commission be established for the purpose of revising the municipal Charter ~~or establishing a new Charter?~~" The voters shall indicate "yes" or "no" on their ballot in a manner as instructed on the ballot.
2. ~~"Indicate the six (6) candidates you wish to serve on the Commission."~~ If the voters elect to establish a Charter Commission as set forth above, the election of voter members of the Charter Commission shall occur at the next scheduled regular or special municipal or state election pursuant to the applicable provisions of State law. The candidates shall be listed on the ballot alphabetically by last name and the rules regarding write-in candidates for municipal offices shall apply.

Explanatory Note: This amendment specifies that the Town will ask the voters if a Charter Commission should be established at the November election every ten years beginning November 2010. If the Town determines that a Charter Commission should be established, the election of the members of the Charter Commission will occur at the next regular or special election following the November election, as permitted under 30-A M.R.S. § 2103(1)(A).

Article 13. Shall the Town vote to: 1) amend its Route 100 Municipal Development and Tax Increment Financing (TIF) District (as previously amended) to include additional authorized uses of the TIF revenues (including, but not limited to, a coordinated future project with the Gray Water District for reconstruction of Yarmouth Road and sidewalks); 2) adopt the Second Amendment to the Development Program for said TIF District pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes and as ordered by the Town Council following a public hearing on the same, and to make the findings set forth in said order; and 3) authorize the submission of the Second Amendment to the Development Program to the Commissioner of the State of Maine Department of Economic and Community Development for approval? [Note, the Town Council recommends the above actions].

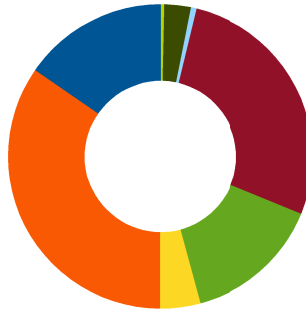
Yes

No

(Fiscal Note: Approval of this Article will **not affect the mil rate.**)

Town of Gray • Proposed Municipal Budget • FY 2020 – 2021 (July 1, 2020 – June 30, 2021)

Administration	\$1,394,971
Municipal Finances	\$3,080,837
Library, Parks & Rec.	\$388,922
Public Safety	\$1,326,913
Public Works	\$2,483,998
Council, Boards & Committees	\$55,340
Law Enforcement	\$253,786
Community Service Agencies	\$31,131
Total	\$9,015,898



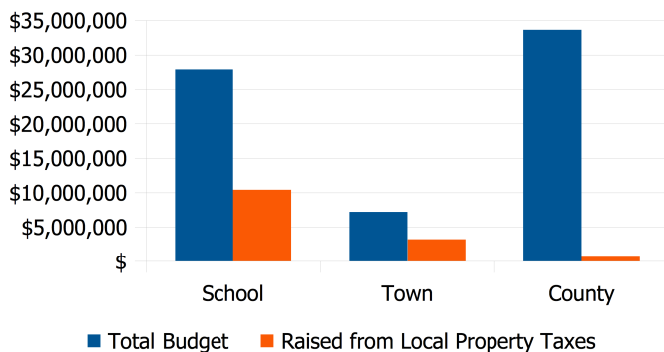
- Administration
- Municipal Finances
- Library, Parks & Rec.
- Public Safety
- Public Works
- Council, Boards & Committees
- Law Enforcement
- Community Service Agencies

Budget Summary

This year vs. last year The current budget was a 7.9% increase over the previous year. The increase this year is 3.9%. This increase though smaller, keeps us moving forward. It maintains Town buildings and infrastructure, prevents future costly repairs and lays the ground work to fix long standing problems in the Village and around town.

Solar electricity savings The new array being built this year on the landfill is designed to generate 95% of the power used by Town buildings, street lights & traffic lights. It sets a fixed price for electricity for the next 20 yrs.

FY 2020-2021 Tax bills include Municipal, School & County taxes



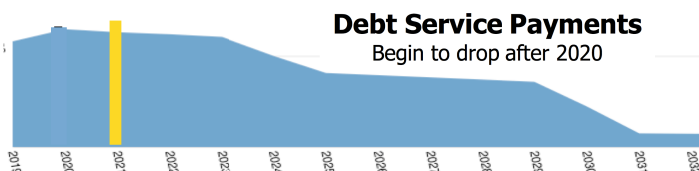
Communications and IT security improvements This budget will upgrade and secure the Town's systems, data and access.

Paving Included are funds to pave 7 roads which keeps us from falling further behind on street maintenance. The Council is looking for ways to catch up on the back log of overdue paving projects and to prevent future costly repairs.

Parks & Recreation Includes repairs to the boat ramp at Crystal Lake, and replaces the fence at Wilkes Beach. Some money is set aside for basketball court lights and athletic field turf repairs in a future budget.

Libby Hill We are dedicating funds to repair & replace the equipment used to maintain the land, hiking, biking, ATV, ski & snowmobile trails.

Paid time off Up to a cap, Town employees "bank" sick time to cover the cost of disabilities or family leave. Until now, no money has been set aside to cover these expenses identified by our Auditors. This budget includes \$35,000 to cover some of the costs of this unfunded liability.



Warrant Articles (as they appear on the ballot)

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

Article 2 Gives the Town permission to accept Federal, State & other revenue to help fund the 2020-2021 budget.

Article 3 The Town is required to present the budget in the 8 categories shown in the chart above and detailed below.

Article 4 Raises \$10,000 for Council compensation. Last increased in 2001 our Town Charter Art. II, Sec. 6 requires a separate ballot question.

Article 5 Shall the Town vote to appropriate \$1,894,096 from the Capital Reserve Fund to pay for:

- Paving** \$469,250. **Parks & Rec** \$50,704. **IT** \$66,567.
- Debt Service** \$1,254,200. **Land Acquisition** \$25,000 and **Micellaneous** \$28,375 (includes watershed quality work, Main St. storm-water analysis and money to match CDBG grants we received.)

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 owned vehicles, equipment, etc. valued ≤\$100,000 into the Capital Reserve Fund.

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

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

Article 10 In 2004 Maine passed a Municipal Expenditure Cap known as "LD1". The State calculates our cap from our Town Assessor's data. The cap restricts town taxes, not school or county taxes. The FY 2020-21 budget is \$361,785 above the LD1 limit and continues the current level of services provided by the Town and Library. It also makes improvements in code enforcement, community development and planning.

This Article MUST pass for the budget to pass.

Article 11 Authorizes the expenditure up to \$700,000 of unspent 2018 Bond proceeds plus \$100,000 from the Village TIF to obtain \$500,000 in matching State funds for storm water and ADA sidewalk repairs and improvements along Shaker Road between the Village and Rte 95.

A yes vote does not raise taxes.

Article 12 Updates our Town Charter to comply with State law. This will require the Council to ask voters every 10 years if they want to change or update our Town Charter.

Article 13 Amends the Route 100 TIF District to include Yarmouth Road (Rte 115) from the Village up the hill to the previously widened section of the road. This change allows us to apply for State matching funds to complete road, stormwater & watermain repairs, install sidewalks, crosswalks and "traffic calming" features to slow traffic down and improvements to the intersection of Brown Street and Yarmouth Road.

A yes vote does not effect the Mil rate this year.

Town of Gray • Proposed Municipal Budget • FY 2020 – 2021 (July 1, 2020 – June 30, 2021)

Proposed Expense Budget

	FY 2020 Voter Approved Budget	FY 2021 Proposed Budget	FY 2020 vs FY 2021 Difference	% Change for each line item	% of Total FY 2021 Budget	
Department						
Administration						
1						
2	Administration	560,850	597,764	36,914	66%	49%
3	Community Development	221,442	224,032	2,590	12%	03%
4	Assessing	133,140	136,338	3,198	24%	04%
5	Code Enforcement	176,837	202,462	25,625	145%	34%
6	General Assistance	23,130	24,298	1,168	50%	02%
7	Communication & Information	158,797	193,988	35,191	222%	47%
8	Elections	12,077	16,089	4,012	332%	05%
9	Administration	1,286,273	1,394,971	108,698	85%	146%
Library, Parks & Recreation						
10						
11	Library	319,933	321,568	1,635	05%	02%
12	Parks & Recreation	31,935	67,354	35,419	110.9%	47%
13	Library, Parks & Recreation	351,868	388,922	37,054	105%	50%
Public Safety						
14						
15	Public Safety	1,028,964	1,104,479	75,515	73%	10.1%
16	Utilities	166,184	222,434	56,250	33.8%	7.5%
17	Public Safety	1,195,148	1,326,913	131,765	110%	17.6%
Public Works						
18						
19	Winter Roads	489,829	515,314	25,485	52%	34%
20	Summer Roads	420,529	463,216	42,687	102%	57%
21	Additional Roadwork	137,383	146,095	8,712	63%	12%
22	Garage	239,486	240,827	1,341	06%	02%
23	Recycling	730,926	776,983	46,057	63%	62%
24	Buildings & Grounds	334,990	341,563	6,573	20%	09%
25	Public Works	2,353,143	2,483,998	130,855	58%	17.5%
Council, Boards, Committees						
26						
27	Council, Boards, Committees	48,665	47,615	-1,050	-2.2%	-0.1%
28	Zoning Board of Appeals	3,700	3,900	200	54%	00%
29	Planning Board	4,675	4,725	50	11%	00%
30	Economic Development	1,000	9,100	8,100	810.0%	11%
31	Council, Boards, Committees	58,040	65,340	7,300	12.6%	1.0%
Community Services						
32						
33	Community Services	29,530	31,131	1,601	54%	02%
34	Community Services	29,530	31,131	1,601	54%	0.2%
Municipal Finances						
35						
36	Medical	796,000	944,307	148,307	18.6%	19.9%
37	Annual Wage Adjustments (a)		110,000	110,000		14.7%
38	General Insurance Totals	77,174	79,039	1,865	24%	0.2%
39	Unemployment	9,480	5,406	-4,074	-43.0%	-0.5%
40	Workers Compensation	86,930	107,085	20,155	23.2%	2.7%
41	Vacation/Sick Time Accrual (b)		35,000	35,000		4.7%
42	Municipal Finances	969,584	1,280,837	311,253	32.1%	41.7%
Law Enforcement						
43						
44	Law Enforcement	235,693	253,786	18,093	7.7%	24%
45	Law Enforcement	235,693	253,786	18,093	7.7%	24%
46	TTL GENERAL FUND EXPENSES	6,479,279	7,225,898	746,619	11.5%	
47	TTL GENERAL FUND REVENUE	3,219,632	3,396,829	177,197	5.5%	
48	TTL GENERAL FUND BUDGET (c)	3,259,647	3,829,069	569,422	17.5%	

Proposed Capital Reserve Fund Budget (CIP)

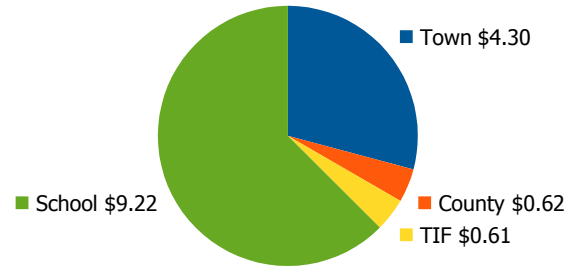
50					
51	Cap. Reserve Project Expenses (CIP)	2,083,840	1,800,000	-283,840	-13.6%
52	Total Capital Reserve Fund Revenue	583,000	681,000	98,000	116.8%
53	TTL CAP RESERVE FUND BUDGET	1,500,840	1,119,000	-381,840	-25.4%
54					
55	TTL PROPOSED FY 20-21 BUDGET	4,760,487	4,948,069	187,582	3.9%

- (a) Wages are adjusted each year. Once the increase is approved by voters it's divided out to the individual departments. This process repeats each year. Last year's increase was \$80,000.
- (b) Employees may "bank" sick & vacation time, up to a cap. This "bank" covers long term illness or disability. A portion is paid to retiring employees. An unfunded liability identified by Auditors this is the 1st year money is being budgeted.
- (c) The amount of the Expense Budget to be raise locally through property taxes.

Projected General Fund Revenue

Accounts	Description	Proposed	
		Budget FY 2019-2020	Budget FY 2020-2021
01-100 to 01-104	1 Clerk Fees *	\$ 38,000	39,100
01-105 to 01-145	2 Planning Dept / CEO Fees *	\$ 200,500	172,850
01-150	3 Dog Control	\$ 7,000	7,000
01-151	4 Public Communications	\$ 800	0
02-010	5 Auto Excise Tax	\$ 1,775,000	1,775,000
02-015	6 Boat Excise Tax	\$ 22,000	21,000
02-041	7 Cable Franchise Fees	\$ 95,000	100,000
02-200	8 Interest-General Fund	\$ 15,000	25,000
02-201	9 Interest on Delinquent Taxes	\$ 50,000	50,000
02-850	10 Payment Rebates	\$ 6,000	0
02-900	11 Miscellaneous Revenue	\$ 25,000	10,000
03-066	12 Lost Book	\$ 1,500	1,030
03-067	13 Library Fines	\$ 9,000	6,000
04-055	14 Rescue Fees	\$ 270,000	200,000
05-039	15 Gravel Pits	\$ 2,000	1,100
05-048	16 Driveway Opening	\$ 4,900	4,250
05-066	17 Tree Removal	\$ 3,000	4,500
05-078 to 05-097	18 Transfer Station Fees & Income *	\$ 106,200	114,250
06-049	19 Shoreland Application Fee	\$ 4,000	4,000
06-053	20 Junkyard Fees	\$ 50	50
06-370	21 Zoning Board Applications	\$ 2,000	500
06-380	22 Planning Board Fees	\$ 26,000	15,000
06-862	23 Blueberry Festival	\$ 4,200	4,200
11-005	24 DOT Local Roads	\$ 140,000	144,000
11-008	25 GA Reimbursement	\$ 16,000	10,000
11-060	26 State Revenue Sharing	\$ 362,232	656,894
11-061	27 Snowmobiles	\$ 3,000	3,000
11-062	28 Tree Growth	\$ 21,500	21,700
11-063	29 Veterans Reimbursement	\$ 6,400	5,005
11-067	30 Animal Waste Facility	\$ 1,350	900
Transferred from	31 Henry Pennell Mncpl Cmplx Fund	\$ 2,000	500
	32 Total General Fund Revenue	\$ 3,219,632	3,396,829

2019 \$14.75 MIL Rate Breakdown



Budget and Project Highlights

Community Development Block Grants (CDBG) are Federal grants from the Department of Housing and Urban Development. The Town applied for and received 3. One for a "pocket" park in the vacant lot on Yarmouth Rd (Rte 115) between Manny Motors & Aroma Joe's. The 2nd for installing playground equipment behind the Newbegin Gym and a 3rd to develop a plan to find a use for the Pennell Lab building.

Shaker Road stormwater and sidewalk repairs and expansion. The Town has secured \$500,000 from the Maine Dept. of Transportation (MDOT) to repair the storm water drainage system along Shaker Road. In addition the money will be used to repair and widen the sidewalks, to make them ADA compliant and extend them further down Shaker Road. **See Article 11 on page 1 of this flyer.**

Expanding the Route 100 TIF allows us to fix Yarmouth Rd. without raising property taxes. Voting yes on Article 13 will help the Town apply for matching funds from MDOT. The plan is to replace a 100 year old water main, fix the road and storm water problems on the hill. Install sidewalks & traffic calming features to slow traffic. **This Article must pass to obtain matching funds.**

Construction of a solar array on the landfill off Seagull Drive will provide 95% of the power used by the Town for town buildings, street lights and traffic lights. The array is being built by a private investor at no cost to Gray tax payers. We have entered into a 20 year agreement that will **save the Town tens of thousands of dollars over the life of the agreement.**

Last year voters approved creating a Land Acquisition Fund with \$50,000 in it. We are asking you to add \$25,000 this year. Land purchased with this fund may be used to create or improve streets, intersections, sidewalks or utilities. It may be used to purchase land for recreation, open space (Libby Hill), watershed or habitat protection. **A public hearing is needed before this money can be spent.**

Construction of a private 5 MW solar array covering much of the land between the bypass and turnpike will begin later this year. In addition to being an abundant source of clean energy. it will help diversify our tax base and have no negative impact on these wetlands. The array will be a very visible sign of progress and the potential of our town.

Increases in the Communications & Technology budget will enhance the Town's cyber security and protect the Town's systems and public records. Connectivity improvements will provide better service and reduce annual costs.

Capital Reserve Fund Revenue

Description	Proposed	
	Budget FY 2019-2020	Budget FY 2020-2021
33 Unassigned Fund Balance	\$ 583,000	681,000
34 TIF Transfer	\$ 0	0
35 al Cap. Reserve Fund Revenue	\$ 583,000	681,000

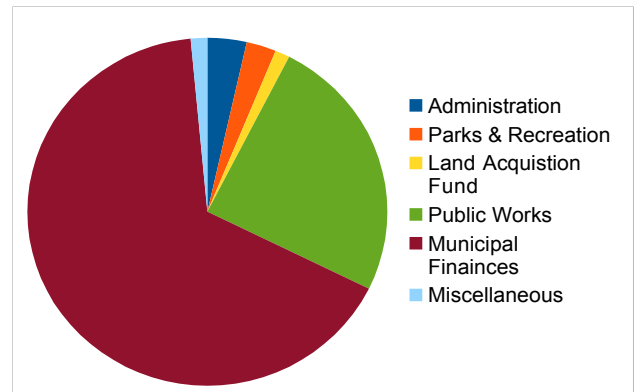
* This figure is the total of multiple accounts in this department.

Town of Gray • Proposed Municipal Budget • FY 2020 – 2021 (July 1, 2020 – June 30, 2021)

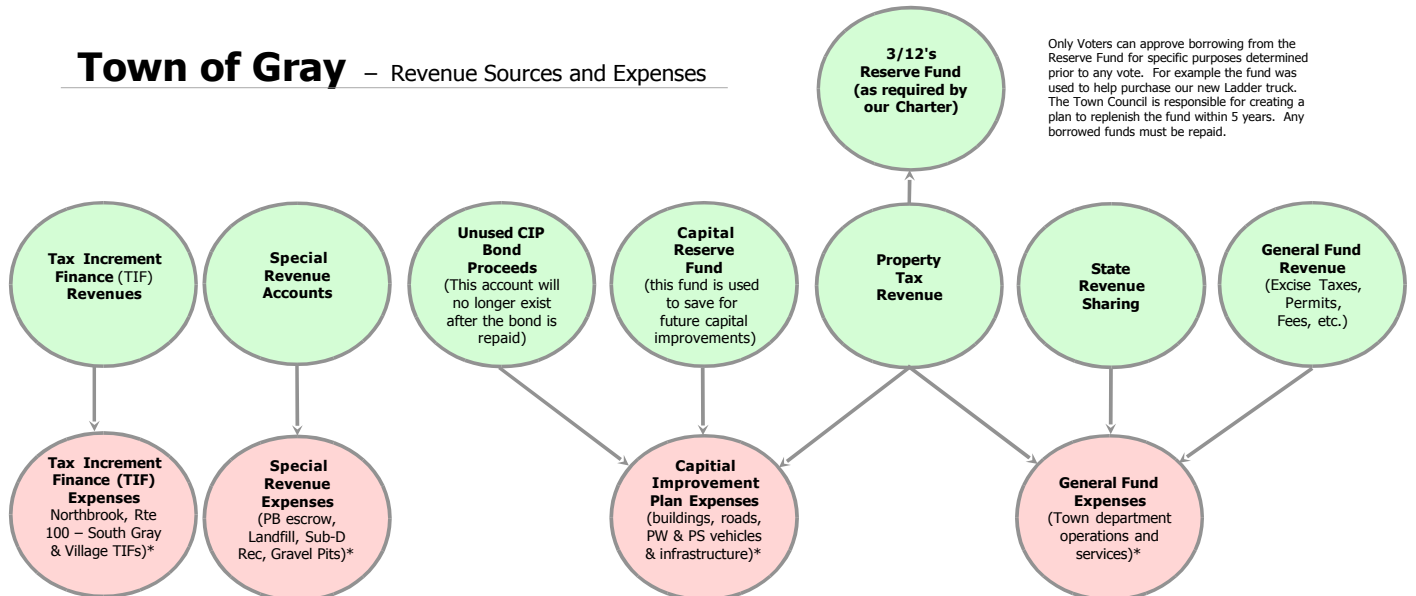
Capital Improvement Projects

		FY 20-21
1	Administration	
2	Firewalls	\$ 2,500
3	Library Access Points	\$ 6,050
4	Network Switch for Phone System	\$ 2,500
5	Wireless Radio Internet	\$ 7,289
6	Computers (Town-wide per schedule)	\$ 16,728
7	Timeclock System	\$ 12,000
8	Video Conferencing System	\$ 4,500
9	Broadcast Video Server	\$ 15,000
10	Administration	\$ 66,567
11		
12	Parks & Recreation	\$
13	Wilkie's Beach Fence Replacement	\$ 7,644
14	Wilkie's Beach Ramp Replacement	\$ 2,000
15	Reclaim Athletic Fields	\$ 5,000
16	Basketball Court Lights	\$ 2,500
17	Skateboard Park	\$ 15,000
18	Polaris Snowmobile Upgrades	\$ 6,560
19	Artic Cat	\$ 12,000
20	Parks & Recreation	\$ 50,704
21		\$
22	Land Acquisition Fund	\$ 25,000
23	Land Acquisition Fund	\$ 25,000
24		
25	Public Works	
26	Paving - Garrett Avenue (a)	\$ 34,000
27	Paving - Mountain View Road (b)	\$ 56,000
28	Paving - Blueberry Lane	\$ 117,000
29	Paving - Pleasant View Drive	\$ 48,000
30	Paving - Presidential Drive	\$ 35,000
31	Paving - Eagles Nest	\$ 22,000
32	Paving - Mayall Road (short)	\$ 157,250
33	Public Works	\$ 469,250

34	Municipal Finances – Debt Service	
35	Bond-Bridges/Road (FY 2015-24)	\$ 172,264
36	Bond-Library (FY 2015-24)	\$ 177,011
37	Bond-PW/Transfer Station (FY 2010-30)	\$ 219,200
38	Bond-Pennell (FY 2010-30)	\$ 164,400
39	Bond-Town Wide (FY 2019-39)	\$ 521,325
40	Municipal Finances	\$ 1,254,200
41	Miscellaneous	\$
42	Watershed	\$ 7,200
43	Stormwater Modeling	\$ 15,000
44	CDB Grants	\$ 6,175
45	Miscellaneous	\$ 28,375
46		
47	TTL CAPITAL IMPROVEMENTS BUDGET	\$ 1,843,392
48		
49	(a) Surface only	
50	(b) Backside of hill to lake	



Town of Gray – Revenue Sources and Expenses



Only Voters can approve borrowing from the Reserve Fund for specific purposes determined prior to any vote. For example the fund was used to help purchase our new Ladder truck. The Town Council is responsible for creating a plan to replenish the fund within 5 years. Any borrowed funds must be repaid.

* 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 increased property values to be used for public infrastructure projects.

Northbrook TIF: Helped create the Northbrook Business Park

Rte 100 - South Gray TIF: Replaced and extended a water main down Rte 100 to Whitney Road.

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.



Town of Gray

24 Main Street
Gray, Maine 04039
www.graymaine.org

First Settled
1738

April 1, 2021

TO: Nate Rudy, Town Manager
FROM: Doug Webster, Community Development
RE: Ordinance Status Update for 4-6-21 Council Meeting

Given the upcoming Council meeting next Tuesday 4-6-21, I wanted to keep you apprised of the status of the various Ordinances and anticipated respective timelines.

Solar Amendments: The amendments to 402.8.10 (Commercial Solar Overlay District) have been through first reading, have had a Planning Board (PB) Public Hearing. The amendments are on the Council agenda for the upcoming 4-6-21 meeting for second reading/adoption. They will be effective May 6th. The PB meeting in May is 5-13-21.

Sign Ordinance: In accordance with the original scope for amendments to the Sign Ordinance (Chapter 406), the proposed changes are anticipated to focus on electronic gas price signs and multi-tenant signs. Given the forthcoming efforts anticipated to be directed towards a longer term village improvements, it does not seem prudent to implement policy changes, such as electronic reader boards, at this time. The extensive efforts directed to the Sign Ordinance will still be useful as the Town moves forward. The amendments to the Sign Ordinance are slated for first reading at the Council's upcoming 4-20-21 meeting.

Shoreland Zoning: The amendments to the Town's Shoreland Zoning Ordinance (SZO-Chapter 403) are well under way. The consultant has provided an initial draft of proposed amendments. There have also been two meetings with Community Development Staff including extensive CEO input. Given that one of the driving forces to Gray's SZO was to be as consistent as possible with Windham's Shoreland standards, we are currently comparing the respective provisions.

Given that all changes to SZO's need to be reviewed and approved by the MeDEP, the objective is to solicit their input prior to the Town's formal adoption process. Assuming the State can provide reasonably timely input, I am cautiously optimistic that first reading can occur at the Council's 5-4-21 meeting followed by a PB Hearing on 5-13-21 and second reading/adoption at the Council's 5-18-21 meeting. Such a timeline would allow the amendments to be effective this summer.

Lastly, regarding the SZO amendments, it is conceivable that the updated expansion options for structures in the Shoreland Zone may spark many property owners to understandably seek further expansions to their houses. *Expansions and additions to non-conforming structures on typically smaller non-conforming lots in the Shoreland Zone are arguably the most complex residential permits CEO's administer.* Further complicating this is the fact that many of these houses have already been expanded under the provisions that have been in place for the past 32 years. Particularly during the busy summer months, the CEO's can only process a given number of complex Shoreland permits. The CEO's can/will process permits based on the order in which they are received but if a great number of Shoreland permits are received, building permit applicants may need to wait for "their turn" to be reviewed.

I look forward to meeting with the Council at the upcoming meeting next Tuesday 4-6-21.

March 25, 2021

TO: Nate Rudy, Town Manger
Gray Town Council

FROM: Doug Webster, Community Development

CC: Ordinance Advisory Committee
Kathy Tombarelli, Town Planner

RE: Implementing Ordinance changes & Comprehensive Plan
Suggestions for re-defining standard procedures

Introduction

Over the past several months, it has become increasingly apparent that the Town's ordinance amendment process has not produced the results the Council understandably would like. The list of desired ordinance work on the Council's spreadsheet is extensive. Implementing the Comp Plan further underscores the importance of addressing the present situation.

I have drafted this memo to propose a series of changes designed to realize more ordinance amendments and move forward with the Comp Plan. It is my understanding that both the Council and the Manager support creating a new Town committee to oversee the implementation of the Comp Plan. Many other municipalities have a committee entitled "Comprehensive Plan Advisory Committee" or "Comprehensive Plan Implementation Committee". The objective of such a standing committee is to proactively monitor the Plan and provide recommendations to the Council and other Committees as appropriate.

The Council should be apprised that this memo is the culmination of input from several parties including the Community Development Dept. staff and the Ordinance Advisory Committee (OAC). The OAC has proven to be an invaluable sounding board for ordinance amendments and I am appreciative of their efforts.

Suggested Role & Function of OAC

The OAC provided input regarding how to most prudently complete ordinance amendments at their meeting last Thursday 3-18-21. One of the consensuses was that it is most efficient to stay on track with one topic and bring the scope to completion before moving onto the next ordinance change.

There was also agreement that in some instances it would be helpful to better understand the intended policy direction for an ordinance change. Whether the requested ordinance change originated from the Council or i.e. from the "Comp Plan Advisory Committee", it seems imperative to have a clearly defined scope. One

method to address a better understanding of the Council's intentions could be an annual/semi-annual Council workshop with the OAC. Such a workshop might include a discussion about the next Council ordinance priorities so the OAC has a thorough as possible understanding of the necessary changes.

Lastly, the OAC felt it would be both helpful and efficient to have the ability to clarify the nature of a particular ordinance change before getting into the technicalities. The objective is to have the OAC actively working on a particular ordinance change *and also* have an as thorough as possible understanding of at least one of their next ordinance undertaking. The OAC could periodically discuss the upcoming Council-determined ordinance priorities during one of their meetings. If the OAC had questions clarifying the rationale for an intended ordinance change, these could conceptually be addressed at the next available Council meeting via the TC liaison or Town staff.

Suggested Role & Function of "Comprehensive Plan Advisory Committee" (CPAC)

Assuming such a committee is established, the Town Council will presumably be considering their input regarding overseeing and advocating for direction provided in the Town's Comp Plan. As such, pending Council input, it seems appropriate that a Committee such as CPAC could take a leading role in providing as many specifics as possible for ordinance changes associated with implementing the Plan.

There are several approaches the Council will likely consider to implement the various components of the Comp Plan. One or more of these potentially involves the OAC. At this juncture, to keep the Council apprised, I understand OAC's consensus of their role in implementing the Plan to assist with more technical aspects but that it would probably not be appropriate for the OAC to take the lead on implementing the Plan. If the Council considers adjusting the role of the OAC for the purposes of being more integrally involved with implementing the Plan, it would seem beneficial to solicit input from the OAC.

Suggested Role & Function of the Town Council regarding Ordinances

The Town Council obviously prioritizes ordinances/standards to be addressed. Requested changes potentially originate from several sources including property owners, developers, Town Staff, and now (presumably) the "CPAC". The Council, working with the Manager, will need to continue assigning the priority level and the primary party to address the change. It seems inevitable that there will periodically be requests deemed time-sensitive that may adversely affect the work already in process.

It is apparent that there are various types of ordinance changes such as minor amendments to existing ordinances, an entirely new ordinance, and more involved changes that can take considerable time. From an administrative workload perspective, it is noteworthy that some ordinance changes are more simplistic and

generic while other more complex changes necessitate a solid understanding of the Town and its history to be completed as smoothly as possible.

Possible Staffing Implications

Depending upon the Council's desired timeline to complete various ordinances, it is conceivable that a consultant could be hired to address the more simplistic/generic changes if there were sufficient funds. I respectfully note that at a certain threshold, depending on the desired timeline and number of ordinance changes, the Town may need to differentiate between which ordinance changes should be or need to be handled in-house vs. those that could be addressed by i.e. a part-time or contracted consultant.

Examples of ordinance changes on the Council spreadsheet that could be addressed by a consultant include the following: sidewalk construction standards, watershed stormwater standards, gas station stormwater standards, kennels, and residential scale solar standards. Examples of changes that should seemingly be addressed with Town Staff include growth management options, adjustments to the subdivision ordinance, and most changes associated with implementing the Comp Plan.

Suggested Next Steps

With the CZA and commercial solar standards addressed for the time being, perhaps the current focus should be on getting the Shoreland amendments before the Council for adoption and bringing the essential elements of the Sign Ordinance amendments to completion. The original impetus for the Sign Ordinance was gas station and multi-tenant signage. Given the upcoming anticipated discussions and input regarding the village, it seems prudent to put policy changes regarding village signage, such as electronic reader boards, on hold pending consensus on the long-term village vision. Removing such complex aspects from the Sign Ordinance amendments fosters a more expedient adoption.

In Closing

This memo includes a host of possible changes for consideration by both the Council and the Manager. I trust it is clearly understood by all parties that the suggestions herein are intended to enable the Town to move forward as prudently and efficiently as possible given the apparent scope and breadth of land use ordinance changes at hand. The next step is seemingly for the Council/Manager to consider these suggestions and provide direction, as appropriate, to the respective party.