

## **AGENDA**

Cumberland Town Council Meeting  
Town Council Chambers

**MONDAY, July 8, 2019**

**5:00 P.M.** Finance Committee Workshop re: Bond Review

**5:30 P.M.** Workshop with the Assessor re: Property Audit

**7:00 P.M.** Call to Order

### **I. CALL TO ORDER**

### **II. APPROVAL OF MINUTES**

June 17, 2019

### **III. MANAGER'S REPORT**

### **IV. PUBLIC DISCUSSION**

### **V. LEGISLATION AND POLICY**

**19 – 088** To hear a report from the Assessor re: FY19 Property Audit.

**19 – 089** To hold a Public Hearing to consider and act on authorizing the Town Manager to execute a purchase and sale agreement for the sale of a portion of Twin Brook Recreation Area on Greely Road to Jeff Storey. **TABLED**

**19 – 090** To hold a Public Hearing to authorize the issuance of up to \$7,000,000 in general obligation bonds for the purpose of financing improvements to Town facilities, including renovations to Town Hall and the Town garage, a new compost and brush area, and the purchase of a new ladder truck for the Fire Department. (Note: up to \$2,000,000 of said issuance may be allocated to construct a facility to be leased by the MSAD for its buses if the MSAD chooses to stay in Cumberland. If the MSAD moves to North Yarmouth, the bond amount will be reduced to \$5,000,000.)

**19 – 091** To hold a Public Hearing to authorize the Town Manager to execute a Tax Anticipation Note with Bath Savings Institution at a rate of 2.14%.

**19 – 092** To authorize the Town Manager to use funds from the sale of the Twin Brook property on Greely Road, TIF funds where applicable, and bond funds to construct and permit the brush and compost pad next to the Town Forest.

**19 – 093** To set a Public Hearing date of July 22nd to set the FY2020 tax rate.

**19 – 094** To set a Public Hearing date of July 22nd to set rates at which interest will be paid for delinquent taxes and to authorizing applying tax payments to the oldest unpaid taxes.

**19 – 095** To set a Public Hearing date of July 22nd to consider and act on a Mass Gathering Permit for the Cumberland Soccer Club’s “Just for Fun Tournament” to be held August 31st through September 1st from 7:00 a.m. to 6:30 p.m. at Twin Brook.

**VI. NEW BUSINESS**

**VII. BUDGET REPORT**

**VIII. ADJOURNMENT**

# MINUTES

Cumberland Town Council Meeting  
Town Council Chambers

**MONDAY, June 17, 2019**

**5:00 P.M. EXECUTIVE SESSION**

**6:15 P.M. WORKSHOP with the Lands & Conservation Commission**

**7:00 P.M. Call to Order**

## **5:00 P.M. Call to Order**

Present: Councilors Copp, Edes, Gruber, Stiles, Storey-King, Turner and Vail

Motion by Councilor Stiles, seconded by Councilor Gruber, to recess to EXECUTIVE SESSION pursuant to 1 M.R.S.A., § 405(6)(C) re: real property.

VOTE: 7-0 UNANIMOUS

TIME: 5:03 P.M.

Reconvene at 6:15 P.M. to a workshop with the Lands & Conservation Commission.

Regular meeting called to order at 7:04 P.M.

## **I. APPROVAL OF MINUTES**

Motion by Councilor Gruber, seconded by Councilor Stiles, to accept the June 3, 2019 meeting minutes as presented.

VOTE: 6-0-1 (Vail abstained) MOTION PASSES

## **II. MANAGER'S REPORT**

None

## **III. PUBLIC DISCUSSION**

Rick Doane of 4 Catalpa Lane asked if the Town had any plans to update the Comprehensive Plan.

Town Manager Shane said that it was updated last year with the adoption of Conservation Subdivision zoning.

Mr. Doane said he thought that every 10 years the Town was supposed to do a review and update of the entire Comprehensive Plan. He believes that a review of that nature was last done in 2007 and an update in 2009. He wondered if an update has been discussed.

Teri Maloney-Kelly of Maloney's Ridge Way said that she was going to use the vision statement from the Comprehensive Plan tonight. When she read it, she realized that it is very off base and it needs to be reviewed.

## **IV. LEGISLATION AND POLICY**

### **19 – 079 To swear in newly elected Town Councilors.**

Town Clerk, Tammy O'Donnell, administered the oath of office to Councilors Edes and Vail.

*Item 19-080 was taken out of order and placed at the end of the agenda*

**19 – 080 Election of Town Council Chair and Vice-Chair.**

Councilor Gruber nominated Councilor Storey-King as Town Council Chair. Councilor Edes seconded.

VOTE: 6-0-1 (Storey-King abstained) MOTION PASSES

Councilor Gruber nominated Councilor Stiles as Town Council Vice-Chair. Councilor Turner seconded.

VOTE: 6-0-1 (Councilor Stiles abstained) MOTION PASSES

**19 – 081 To hold a Public Hearing to consider and act on closing the brush and compost facility.**

Town Manager Shane presented the following:

## Future of Brush & Compost Area

William R. Shane  
Town Manager  
June 17, 2019

### Scenario #1 – Close the Operation

Riverside Recycling in Portland. Here are their fees:

Brush	\$54 per Ton
Grass & Leaves	\$20 per Ton
Minimum Charge	\$13 per Ton

Reached out to Yarmouth & Falmouth – can't help

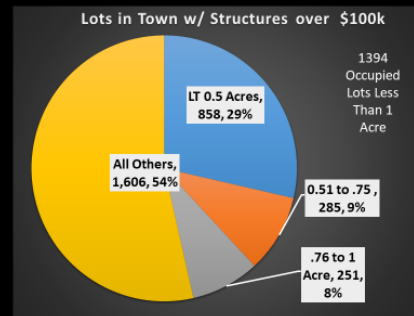
Residents will need to haul to Riverside at a minimum charge of \$13  
Estimate approximately 10,000 CY + 6,000 CY of Brush or 16,000 Trips  
\$208,000 to Homeowners

If Town hauls in 30 CY Roll-offs - \$100,000

### Scenario #2 – Move to field side of Town Forest



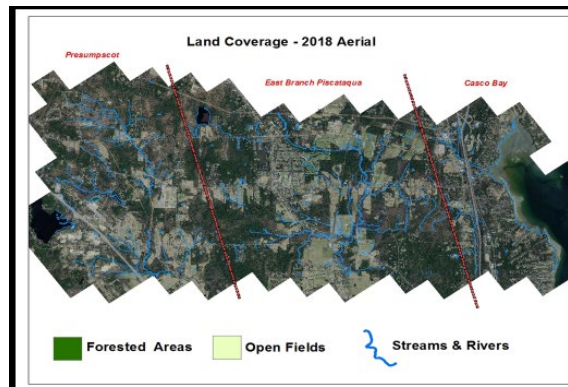
### Scenario #2 – Continued



### 16,000 CY - How much is that really ?



8.4 Miles of Dump Trucks lined  
up from Riverside Recycling  
Mabel Wilson School  
**EVERY YEAR**



Annual  
Expenditure  
on  
Stormwater  
Permitting  
\$35,000

**Impaired  
Water  
Bodies**

**'0'**



## Scenario #2 – Cont.

10,000 CY of Grass and Leaves Annually – Composted  
6,000 CY of Brush Annually – Chipped and hauled for Biomass

**Total waste when finished “0” Cubic Yards**

Cost to Town - Less than \$25,000 Annually – Budget Less than \$8,000



Current  
Operation

Needs to  
Move and  
Expand

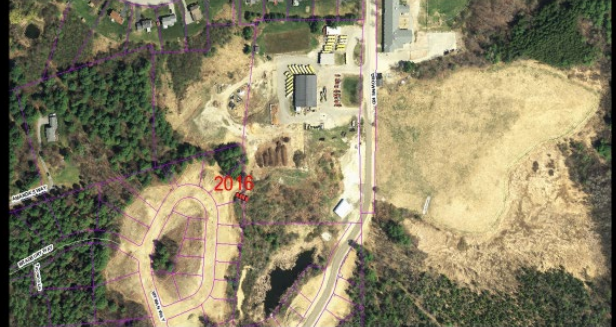


How Does Composting  
Work since 2009?

10:1 Carbon to Nitrogen

- Leaves come when?
- Why use any manure?
- Farmers Club
- Finished Product
- Annual MDEP Reports
- 10k to 3 k – 70% Red

## METHANE



## Methane Cont.



## Methane – Cont. Winter 2019



## Compost Pad Notices



Notice to Abutters

72- April 1, 2017 Village Green Cumberland LLC

74- April 1, 2017 – owner occupied

76- Not occupied until Nov 2017 – Tall Trees Constr. LLC

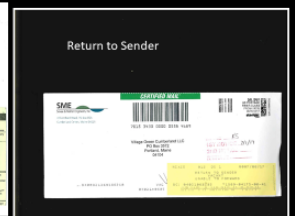
## Scenario #2 – Cont.

Notice to Abutters

72- April 1, 2017 Village Green Cumberland LLC

74- April 1, 2017 – owner occupied – Not Mailed

76- Not occupied until Nov 2017 – Tall Trees Constr. LLC



## Scenario #2 – Cont.

<https://issuu.com/theforecaster/docs/fno-071317-28/18>



July 13, 2017

Falmouth  
Forecaster

## Recommended Next Steps

- **Accept Staff's Recommendation**

1. Move to land purchased for Town Garage adjacent to the Town Forest
2. Stop Receiving Materials the end of the Calendar Year (Christmas Trees)
3. Begin Permitting with MDEP by July 18<sup>th</sup>
4. Schedule for Planning Board Review – August 20, 2019
5. Fund Pad for Compost & Brush for \$250,000

## Continue Brush Processing & Composting

## Recommended Next Steps

- **Accept Staff's Recommendation**

1. Move to land purchased for Town Garage adjacent to the Town Forest
2. Stop Receiving Materials the end of the Calendar Year (Christmas Trees)
3. Begin Permitting with MDEP by July 18<sup>th</sup>
4. Schedule for Planning Board Review – August 20, 2019
5. Fund Pad for Compost & Brush for \$250,000

## Continue Brush Processing & Composting



Please Call for  
the Facts ☺

Chairman Copp opened the Public Hearing.

Public discussion: Katherine Pelletreau of Drowne Road said that the Village Green neighborhood never advocated for closing the brush dump completely. Their issue has always been with the current site, which is not appropriate with this type of dump use. They want the current site closed immediately and all the materials removed by the end of June. The homes near the brush dump cannot open their windows and they cannot let their dogs out because of the critters, bugs and odors coming from that brush dump.

Kimberly Couch of 78 Wyman Way said that we are not here tonight to debate whether composing is good or bad. A brush dump and composting are both great things. The Village Green neighborhood's concern is that the license is invalid and it has violated the law. It is also a health hazard and an environmental hazard. Under Maine law, you cannot place a compost pile within 100 feet of an abutter or on top of a closed landfill, unless you seek a variance. The Town did not do that. It was discovered to be operating illegally in 2017 and there have been many violations.

John Law of Village Green said that the Town sold the land for Village Green to a builder. The Town approved the housing. The Town boxed itself in and it can't have it all. It just isn't right. Please support closing the brush dump.

Dwight Shibles of Woodside Drive said that he has serious love for the Cumberland brush dump and he considers it to be one of his very good friends. He has many nice social interactions with other residents while at the brush dump and has noticed that there a lot of our senior residents who use the brush dump, including Jack and Joan McCarthy. The McCarthy's still take care of their own leaves, grass and brush and dispose of it at the brush dump. The thought of having to take their brush and leaves to Riverside in Portland, looms as a dark cloud on their horizon. This sentiment is surely the same for other seniors in our community. He said that he appreciates the

hard work that the Town Council has put into this topic and he respectfully requested that the Council continue to work toward a solution other than permanently closing the brush dump.

Bert Kendall of 26 Glenview Drive said that he is one of those seniors who is at the dump once a week and thinks that closing it would be ridiculous. He lives on the typical Cumberland lot of 2 acres, 1 of which is woods. He supports the new site.

Bill Plouffe of 82 Wyman Way said that composting is a great thing and having the convenience of a place to bring brush is also a great thing. The first thing we need to do is get the new site right and the permitting in place. The permits are designed to protect public health and safety as well as the property interest of the abutters. With respect to the Drowne Road facility, the Town has failed on all of those counts. The brush dump needs to be closed now and the existing piles be removed within a reasonable period of time. The Village Green buyers had a reasonable expectation that the brush dump would be closed.

Joe Hessard said that he uses the brush dump all the time because he owns a small house lot. He feels strongly that we should keep a brush dump somewhere in Town.

Teri Maloney-Kelly of Maloney's Ridge Way said that she is very much against shutting down the brush dump. She would like to see it relocated. This is a very important service for our Town. She is a volunteer with our Aging in Place program and they offer a 3-day Project Day, which is all volunteers helping our senior citizens who are trying to stay in their homes and may not be able to do things for themselves. Over the last 3-day program, 61 volunteers served 35 citizens. 85% of the projects involved clean-up of yard waste, which generated 41 trips to the brush dump. If we eliminate the brush dump, the program will be eliminated and it is vital for the sustainability of our senior citizens to live here. She and Aging in Place Coordinator, Sarah Davis have been invited to sit on an AARP panel tomorrow to talk about the success of our Project Day program. She has not finished writing her presentation notes, because she is waiting for the Town Council to finish it for her. She asked that the Council do the right thing and relocate the brush and compost facility.

Hanna Berry of 7 Lawn Avenue said that she is here to fully support keeping some version of the brush and compost facility. She uses the facility and cannot imagine that we can't find a new location for it.

Terry Danowski of 77 Wyman Way said that it is clear that nobody wants this in their neighborhood. Please show some leadership and make a decision.

Beth Waldman of 86 Wyman Way thanked the Council for their efforts to address Public Works issues, but despite the good intentions over the past several years, there is no resolution. The operations instead have gotten larger and blatantly disrespect all Cumberland residents and she urged it to be removed from Drowne Road. The brush dump serves all of Cumberland and the burden should not be on Village Green. The Council should continue to search for a new site and perhaps Tuttle Road is the solution. There should be a campaign to help residents understand what their options are to dispose of their brush because there are other options and locations.

David Goldman of 15 Bradbury Way said that although his house isn't the closest to the facility, he can say from his experience of walking around the neighborhood that all the complaints that his neighbors have are true. Its current location is a major nuisance for the Village Green neighborhood. The Town has always intended to move it and it should not stay in its current location. Discussions on moving it should not stand in the way of closing it now and letting those discussions continue.

Rick Doane Catalpa Lane said that he realizes that this is a frustrating topic for the Council. There is really no debate that there is a problem with the Drowne Road site. It now has to be decided whether or not to continue the



service and if the Tuttle Road site is the location to move it to. The agenda item two weeks ago was an update on the fairgrounds site. The Public Hearing tonight is described as closing the brush dump operation, but a plan was presented this evening on moving it to Tuttle Road. There are a lot of moving pieces here and he thinks that we have 2 options to address tonight: what to do with the Drowne Road location and whether or not we will continue to provide the service. He thinks that to lock on to the Tuttle Road site now, without a comprehensive evaluation, is simply wrong and he urged the Council not to do that.

Al Butler of Willow Lane has been a resident of Cumberland for 55 years and is almost 81 years old. When he saw that the brush dump could potentially be closed and he would be forced to go to Riverside Street in Portland, he thought that was terrible and it's sad to see the Village Green neighborhood being pitted against its neighbors. Move it, but leave it in Cumberland.

Greg Fryer of 111 Bruce Hill Road read a statement from his neighbor, Laura Huddy that addressed the economics of this project. As a financial professional, she evaluates the fiscal health of businesses and organizations in the State of Maine. Relocating the brush dump will cost the taxpayers hundreds of thousands of dollars before it is even open. This project is being considered when market construction costs are at their highest in history. Mr. Fryer said that the cost of this ought to be considered and that the license fees should be adjusted to appropriately address at least a very substantial portion of the cost of operating this facility.

Linda Putnam of 341 Main Street said that things do not always happen as planned and promised. Cumberland planned and promised to move the brush dump, but things happened and plans had to change. The Town has grown up around the current location and it is now in the center of Town, which is no longer a good place. We should move it and a brush dump is not only wanted, but needed. We are not going to please everyone with the relocation, but a brush dump is a necessity in this little corner of the world.

Be Schonewald of 129 Middle Road said that many budget decisions in our community are based in part on the value provided to the residents, and not purely based on hard numbers. We have many recreational facilities that would be hard pressed to show profit, but they are an essential part of our community. She is a proponent of maintaining a brush and compost facility, but looking for a new location.

Deb Fritz of 8 Broadmoor Drive said that she has a ¼ acre lot and lives in a very densely populated neighborhood. She does not have the luxury of being able to compost much on her property. Please keep this in Cumberland. She won't transport brush and leaves to Portland. She will end up burning them in her backyard. If her entire street is forced to do this, it will cause another whole set of problems. Maybe the Village Green development should not have been allowed until the brush dump was moved.

Ken Leeman of 3 Tacoma Lane said that the Town Manager gave a very persuasive presentation on what should be done and he urged the Council to move the brush dump to Tuttle Road.

Heather Jacoma of 12 Pond Shore Drive said that she uses the brush dump very frequently. She lives on 2 acres, a section of which is lawn and garden, where she has used at least 5 trailer loads of compost. It is a great product and is wonderful for her gardens. She lives in a wooded area so she has a lot of dead wood to dispose of. If she didn't take it to the brush dump, it would be a fire hazard. She urged the Council to keep a brush dump in Town. It is a vital community service.

Brandon O'Brien of Bruce Hill Road said that he moved from South Portland to Cumberland about a month ago. It is very surprising to him that it's hard to find a location in rural Cumberland. He lived very close to the brush dump in South Portland, where it was in a residential area, but didn't seem to bother anyone. He just cannot

understand why in Cumberland we can't find a new location where it isn't in someone's backyard. It is definitely needed for those smaller lot owners and he hopes we can find a solution.

Craig Krude understands that the brush dump is an eyesore, but why can't we berm the current location, put trees around it move it toward the back of the Town garage? He is not opposed to the other site, but he doesn't want to spend a quarter million dollars. He would prefer to keep it where it is.

Chairman Copp closed public discussion.

Councilor Gruber said that we have looked at 18 different locations to move this to over the last 3 or 4 years, and he realizes that this is a very emotional issue. 29% of our residents have small lots. Where are they going to put their brush and leaves? To take a service away from the community does not make sense. He will support moving the brush dump to the Town owned property on Tuttle Road.

Councilor Turner said that this has been a problem for quite a while. The gentleman who spoke who moved here from South Portland gave us the perfect solution. He said that we should find an appropriate place where it angers nobody. The problem is that such a place does not exist. Somebody is going to be effected negatively in their own mind. The present brush dump should close by November and moved to the Tuttle Road location. That location makes sense and he will support it.

Councilor Stiles said that he was disappointed throughout this process with the lack of support from those who use the brush dump and support moving it. We have only heard that we were pitting neighborhood against neighborhood and those who didn't want it in their backyard. We know that it has to move and we have looked for years for a new location, but have not received any public support.

Councilor Storey-King said that we don't have the money to acquire land for this and we have a fiduciary responsibility to everyone in the community. We do have a plan to pay for moving it by selling another piece of property to give us enough income to support moving this to Tuttle Road. These things take time in Town government and the Council is doing the best they can to find a solution.

Councilor Vail said that he would like to see the facility stay where it is, but that is not an option. He is not a fan of moving it a couple hundred yards down the road. He would like to see that parcel used for something else. He will support moving it from Drowne Road to Tuttle Road, but wants to see what it will cost.

Councilor Edes said that it has become apparent lately that a lot of residents use the brush dump and with a 6 month permitting process to get a new site up and running, we really do not have a choice but to keep the current facility up and running until then. He will support moving it to Tuttle Road.

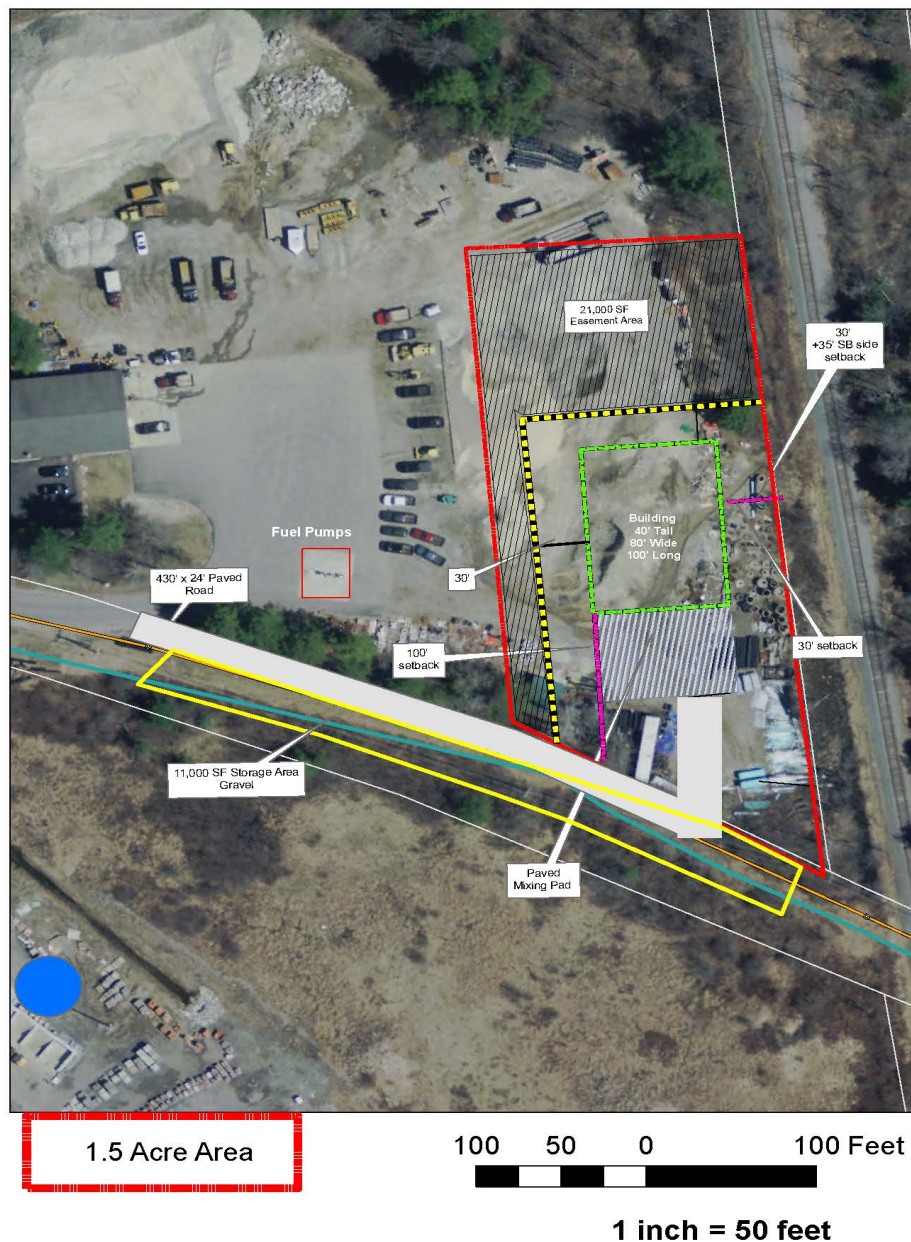
Motion by Councilor Gruber, seconded by Councilor Turner, to authorize the Town Manager to begin design, permitting, and construction of a new compost and brush facility to be located adjacent to the Town Forest no later than December 1, 2019

VOTE: 7-0 UNANIMOUS

### **19 – 082 To hold a Public Hearing to authorize the Town Manager to execute a Purchase and Sale Agreement to relocate the sand/salt building to 215 Middle Road.**

Town Manager Shane explained that the current sand/salt shed was placed as a temporary structure and the plan has always been to make it a larger, more permanent structure. We have looked at about 18 different sites for this and we now have a site on Middle Road in the Rural Industrial Zone at Storey Brothers site. The building would

be approximately 100 feet long by 80 feet wide and 40 feet tall. It would house all of our sand and salt and there would be an access road into the site and into the building. It would be gated so access would be limited to Town operations only. This site would take care of all of our needs for the foreseeable future. Storey Brothers has proposed swapping this piece of land for our gravel pit on Goose Pond Road. The gravel pit is just under 10 acres and has approximately 150,000 yards of materials left in it. The Town does not save any money by having a gravel pit. It would cost the same to purchase the materials elsewhere. The Storey Brothers site is in the industrial zone and will work very well for us.



Chairman Copp opened the Public Hearing.

Councilor Edes asked the Manager to explain why we cannot keep the sand/salt shed where it currently is.

Town Manager Shane said that we could keep it in its current location, but when it became clear that phase two of Village Green would not be allowed to be developed per the DEP, it made sense to move the sand/salt building. Right now, it is open to the elements and it is environmentally better to have the entire operation under cover.

Councilor Storey-King recused herself from this item.

Public discussion: Be Schonewald of 129 Middle Road suggested putting some restrictions on haul routes when bringing the sand into the facility. The natural access would be Greely Road, but she does not think that road is up to it. She would like to see some restrictions put into the permit that hauling is going to be focused on Tuttle Road and Route One to get material to the site. Also, backup beepers on the trucks should be limited so not to disturb the neighbors.

Town Manager Shane said that restrictions of routes would be as Ms. Schonewald described. They would not be coming down Greely Road.

Rene Allen of 221 Middle Road asked if the Town had plans to bring water to the portion Middle Road that does not have Town water. She is concerned about the wells in the area, as well as the additional truck noise.

Town Manager Shane said that there is no plan to extend the water main. All the wells in the area are more than 300 feet away from the facility and the facility will be enclosed. There will be well testing before construction begins. The forum to address concerns such as noise will be at the Planning Board meeting.

John Law of 7 Baxter Lane spoke in support of the proposed location. This is in an industrial zone and the Planning Board process will address all the neighbors' concerns.

Bill Follett of 371 Main Street asked why the sand/salt shed can't be moved behind the Public Works building and what is the future plan for the gravel pit on Goose Pond Road?

Town Manager Shane said that the gravel pit is currently in an industrial site and will remain an industrial site. Storey Brothers own the adjacent property on either side of it. In the future, that property could be whatever industrial zoning allows. It would not allow for residential housing. In regard to moving the sand/salt shed behind the Town garage, the Council previously asked some members of the Planning Board to meet with the abutting neighborhoods to come up with a redevelopment plan of what is left with the Public Works site to make it more like the proposed open space plan that would have been there if phase three had been developed.

Heather Burr of 228 Middle Road said that she is concerned for the wells of the abutting neighbors. She feels that the salt/shed should remain more centrally located in Town.

Beth Waldman of Village Green asked what will happen to the current land when the sand/salt shed is moved.

Town Manager Shane said that there are no plans, but at a minimum it will be grassed. No other structures can go there.

John Leavitt of Greely Road said that it could be a problem that the previous agenda item was to vote to keep the brush/compost operation opened or closed, but the Council voted to move it. It seems that the Town could save a lot of money by moving the entire Public Works operation to the Tuttle Road site and not piecemeal it.

Chairman Copp closed the Public Hearing.



Councilor Gruber said that he will support this and reminded the public that they will get the opportunity to add their input and voice their concerns at the Planning Board public hearing on this item.

Councilor Vail said that he has some concerns about the distance from the Town garage and it is not the best solution, but it is a workable solution. The best solution would be to have everything in one location, but he will support it.

Councilor Stiles said that he will support it. He feels that it is a good solution. We can't put it on Tuttle Road with the brush/compost pile. That is prime land that could be developed for senior housing.

Councilor Turner said that he will also support this. Councilor Vail was correct. In a perfect world the entire Public Works operation would be housed in one place or perhaps if our neighboring Towns could stomach it, we could participate in regionalization. There just isn't any interest from our neighbors in sharing services.

Chairman Copp said that he will support this. MDOT has their sand/salt shed located less than a mile from this site and behind the stone center is another one. The Town has tried over and over again to relocate this and this site makes sense. It is in an industrial zone.

Motion by Councilor Gruber, seconded by Councilor Stiles, to authorize the Town Manager to execute a Purchase and Sale Agreement to relocate the sand/salt building to 215 Middle Road.

VOTE: 6-0-1 (Storey King abstained) MOTION PASSES

**19 – 083 To hold a Public Hearing to authorize the Town Manager to develop a bond schedule for improvements to Town facilities and the purchase of a new fire truck.**

Town Manager Shane said that on July 8<sup>th</sup> the Council will have a comprehensive plan of items to be included in the bond.

Chairman Copp asked for any public comment on this item.

No public comment.

Councilor Edes said that he will not support the purchase of a new fire truck. He would support repairing our current truck and holding off on the purchase of a new truck for 5 years. He does not want this to be perceived as him not supporting the Fire Department. He is the biggest supporter of the Fire Department, but he thinks we can put this purchase off for a few years.

Councilor Vail said that we are surrounded by Falmouth, Yarmouth, North Yarmouth and Gray and he will not support any purchase of any fire apparatus without a comprehensive look at everybody equipment and deciding how to move forward. It is incomprehensible to him that there is not a working agreement between the 5 towns to meet the needs of the region.

Chairman Copp said that we have tried again and again to talk with our neighbors about sharing services and nobody wants to participate.

Motion by Councilor Storey-King, seconded by Councilor Stiles, to authorize the Town Manager to develop a bond schedule for improvements to Town facilities and the purchase of a new fire truck and to set a Public Hearing for July 8<sup>th</sup>.

VOTE: 5-2 (Edes & Vail opposed) MOTION PASSES



**19 – 084 To consider and act on Commercial Hauler’s license renewals for FY’20.**

Town Manager Shane said that staff recommends approval.

Chairman Copp asked for any public comment on this item.

No public comment.

Motion by Councilor Stiles, seconded by Councilor Edes, to approve the Commercial Hauler’s license renewals for FY’20.

VOTE: 6-0-1 (Copp abstained) MOTION PASSES

**19 – 085 To hold a Public Hearing to consider and act on approval of annual Victualer’s Licenses for non-profit organizations for the period of July 1, 2019 – June 30, 2020.**

Town Manager Shane said that staff recommends approval.

Chairman Copp opened the Public Hearing.

Public discussion: none

Chairman Copp closed the Public Hearing.

Motion by Councilor Edes, seconded by Councilor Stiles, to approve the annual Victualer’s Licenses for non-profit organizations for the period of July 1, 2019 – June 30, 2020.

VOTE: 7-0 UNANIMOUS

**19 – 086 FY’20 Town Council committee assignments.**

Chairman Copp asked for any public comment on this item.

No public comment.

Motion by Councilor Gruber, seconded by Councilor Turner, to approve the FY’20 Town Council Committee Assignments as presented.

VOTE: 7-0 UNANIMOUS

**19 – 087 To set a Public Hearing date of July 8<sup>th</sup> to hear a report from the Town Manager and to consider and act on authorizing a purchase and sale agreement for the sale of a portion of Twin Brook Recreation Area on Greely Road to Jeff Storey.**

Town Manager Shane said that the property appraised at \$225,000.00 and it is adjacent to the railroad tracks on Greely Road. The Chebeague and Cumberland Land Trust and the Maine Farmland Trust has come up with approximately 80% of the cost to assist Mr. Storey with the purchase as long as it stays a farm in perpetuity.

Chairman Copp asked for any public comment on this item.

No public comment.

Motion by Councilor Edes, seconded by Councilor Stiles, to set a Public Hearing date of July 8<sup>th</sup> to hear a report from the Town Manager and to consider and act on authorizing a purchase and sale agreement for the sale of a portion of Twin Brook Recreation Area on Greely Road to Jeff Storey.

VOTE: 6-0-1 (Storey-King abstained) MOTION PASSES

## V. NEW BUSINESS

**Councilor Vail** – None

**Councilor Gruber** – We had another well planned and operated Election by staff and volunteers. We had a good turnout for a non-presidential election. Congratulations to those that were elected and or re-elected.

If you were in Town this past Saturday, you would have witnessed what a wonderful community we have. Twin Brooks was filled with a tournament, Broad Cove was packed, our Little League fields were having playoff baseball, and the front of Town Hall had its Saturday Farmers Market.

He was fortunate to attend the annual Geriatrics Conference where Cumberland's Aging in Place program was again recognized for its outstanding programs. He was asked to speak at a Scarborough Town Council meeting this summer about the Cumberland AIP program. Two weeks ago he had the opportunity to present at the Gray Town Council meeting and they decided to move forward with an AIP program similar to Cumberland's.

Last week, Bill Shane, Sara Davis and myself met with Diane Bennekamper (of the Cumberland Congregational Church) concerning our Aging in Place CAR program. The Cumberland Congregational Church is committed to continue to support our rides program even with the pending retirement of Dianne.

He attended a ceremony at the Maine Military Museum in South Portland to honor our veterans, especially those that left us this past year.

The Library/Historical Building Committee will meet again tomorrow at 1:00 pm. This very active committee meets every other week and is doing a fantastic job.

**Councilor Edes** – Welcome to Councilor Vail and thank you to Chairman Copp for an outstanding year as Chairman.

**Councilor Storey-King** – Congratulations to Councilors Edes and Vail on their election to the Town Council, and to Representative Moriarty for returning to the State House. Thank you to all the other candidates who ran for office.

The Bicentennial Committee met last week. They will be before the Council soon to present the plans for the celebration.

**Chairman Copp** – It has been a long year as Council Chairman and he feels that we got something accomplished tonight. It has been a long haul and the Public Works items have been very contentious. He feels that we have found a good solution. We are all here to do the right thing for our Town and he thinks we did that.

**Councilor Stiles** – He thanked Councilor Copp for his continued support in donating to the 4-H auction to benefit the Food Pantry with meat. He reminded the public of his efforts to collect just \$10 from 1,000 residents of Cumberland and North Yarmouth for the 4-H auction fund.

He had a busy day today. He had two calves born and one needed assistance to deliver her calf.

**Councilor Turner** – Congratulations to Councilors Edes and Vail. He has known Councilor Vail for a long time and he will bring a lot of common sense to this Council, as does Councilor Edes. Thank you to Chairman Copp for being a great facilitator for the past year.

**VI. ADJOURNMENT**

Motion by Councilor Edes, seconded by Councilor Storey-King, to adjourn.

VOTE: 7-0 UNANIMOUS

TIME: 10:04 P.M.

Respectfully submitted by,

Brenda L. Moore  
Council Secretary

# ITEM 19-088

To hear a report from the Assessor re: FY19 Property Audit

# CUMBERLAND PROPERTY INVENTORY UPDATE

E-MAIL – [propertyupdate@cumberlandmaine.com](mailto:propertyupdate@cumberlandmaine.com)

Phone: 558-9138

# PROJECT INFORMATION

- Why was the Property Inventory necessary?
- What types of changes were made?
- What are the results of the changes?
- What notification will property owners receive?
- Can the Town retroactively tax for omitted additions/decks/outbuildings?
- Why were there so many discrepancies?
- What can I do if I disagree with the valuation of my property?



# WHY THE PROPERTY INVENTORY WAS NECESSARY

- EQUITY – The goal of the assessment process is to assure that similarly situated properties with similar improvements are treated equally
- Not all Building Permits were reviewed
- Occupancy Permit inspections revealed data omissions/errors
- After-the-fact permits resulting from real estate sales/listings
- Taxpayer notifications

# CHANGES THAT WERE MADE

- **Omissions** – decks, additions, outbuildings, patios, generators, finished basements, finished bonus rooms above garages
- **Errors** – Story height errors, dimensional errors, bathroom counts, bedroom counts, heating and cooling
- **Conversions** – Porches converted to living space, attached garages converted to living space
- **Condition** - major renovations, new siding, roofing, windows
- **Demolition** – outbuildings, swimming pools, decks



# RESULTS and NOTIFICATION

- Over 2300 properties experienced some value change (82%)
- 15% of the changes were negative amounts
- 73% of the changes were less than \$20,000 assessment increases
- 12% of the changes were over \$20,000 assessment increases
- Total Valuation change \$21,205,000 (1.5% of total taxable value \$1,380,000,000)
- Property Owners with an increase of more than \$20,000 will receive a notice in the mail informing them of the change in assessed value. The notice will indicate the 2018 assessed value and the 2019 assessed value along with other pertinent information.

# RETROACTIVE TAXATION

- State law prohibits supplemental taxation for errors in valuation so any change made as a result of the Inventory Update will only affect taxes going forward.
- Likewise, any property that experienced a decrease for an error in valuation cannot seek a refund for past years.

# DISCREPANCY CAUSE

- The last full revaluation (measure/list) was in 2001 (Private Company)
- After that there was a full time assessor until 2004
- In 2004 the Town of Cumberland entered into an agreement with the Town of Yarmouth to share the assessing position.
- In 2012 the assessor took a full time position in another municipality, and the Town joined the Cumberland County Regional Assessing Office.
- A municipality having adequate staffing, can review 25% of the properties annually which will keep records accurate.



# VALUATION APPEAL

- After the commitment of taxes (generally the 1<sup>st</sup> week in August), property owners have 185 days to file a formal abatement request with the assessor. (Deadline is typically beginning of February)
- Appeals must be made to the total value of the property, an appeal cannot be made on just the land or just the building portion of the assessment.
- The Law Courts have established that the burden of proof for sustaining an assessment appeal is on the taxpayer. The assessment is presumed valid.



















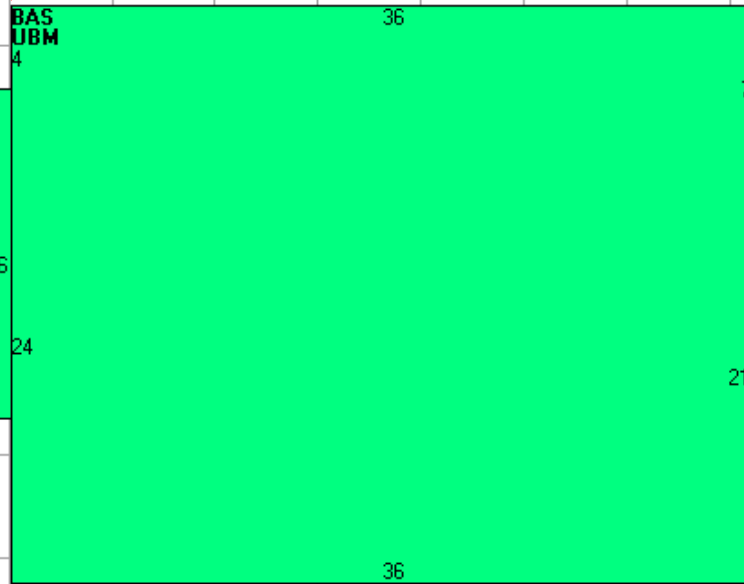
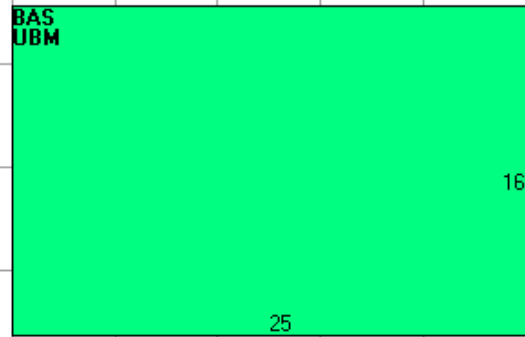


2063

Listed as 1 story



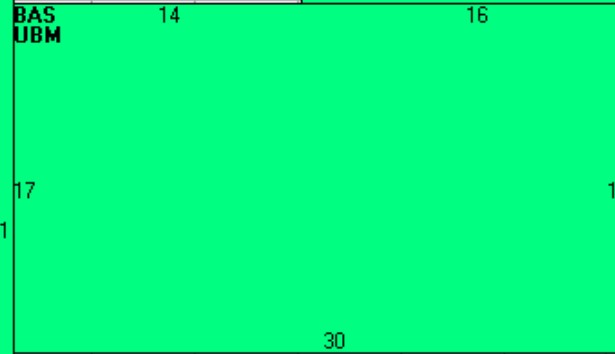
BAS  
UBM



No angle



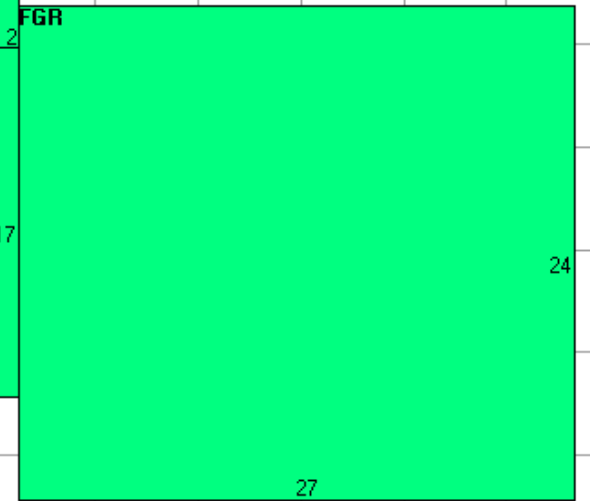
BAS  
UBM



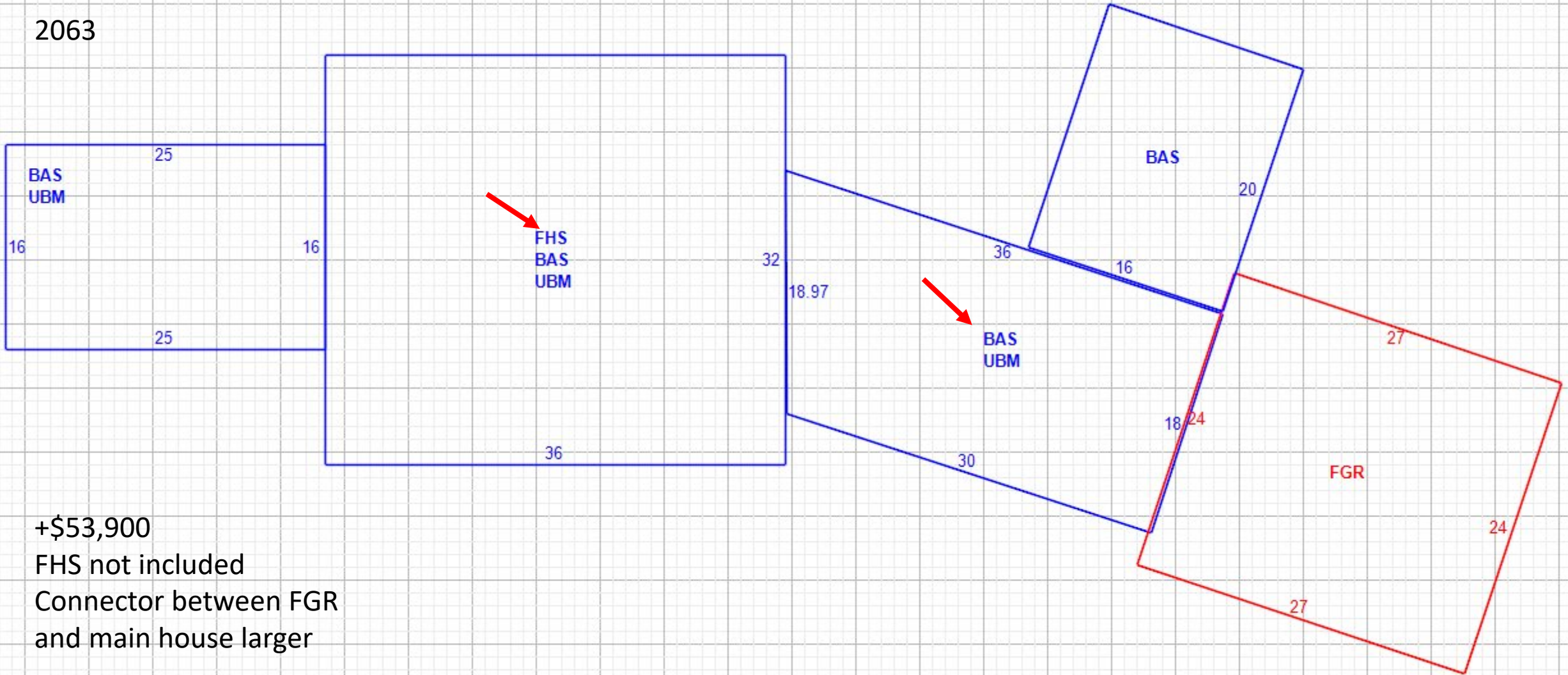
BAS



FGR



2063

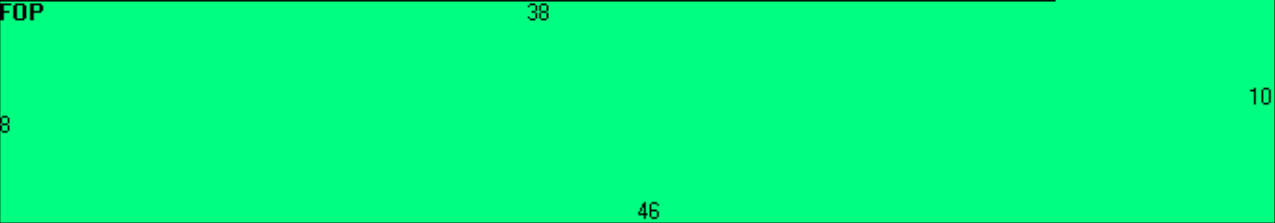
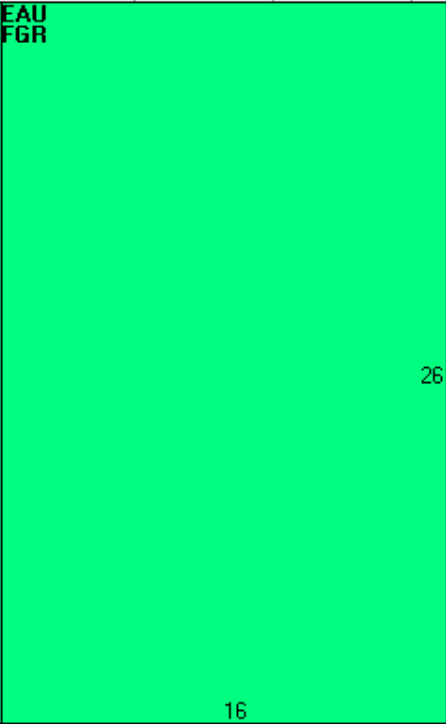
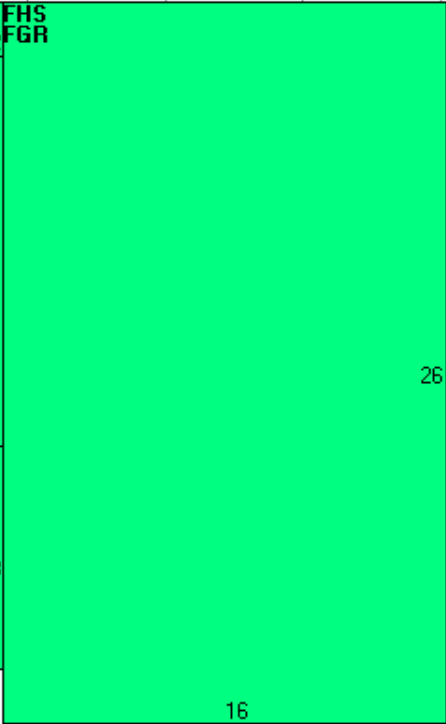
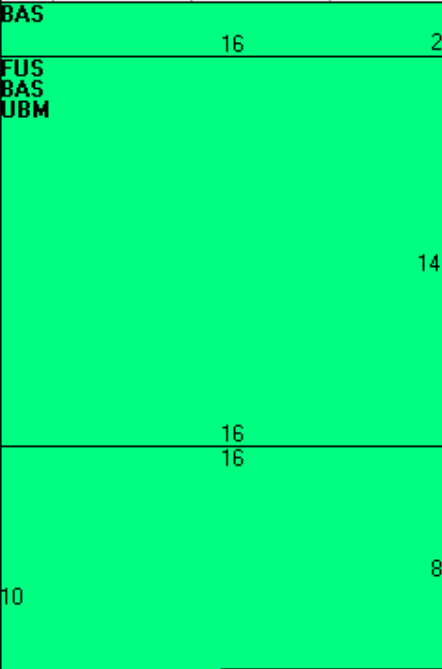


+\$53,900  
FHS not included  
Connector between FGR  
and main house larger

1823



No addition





1823

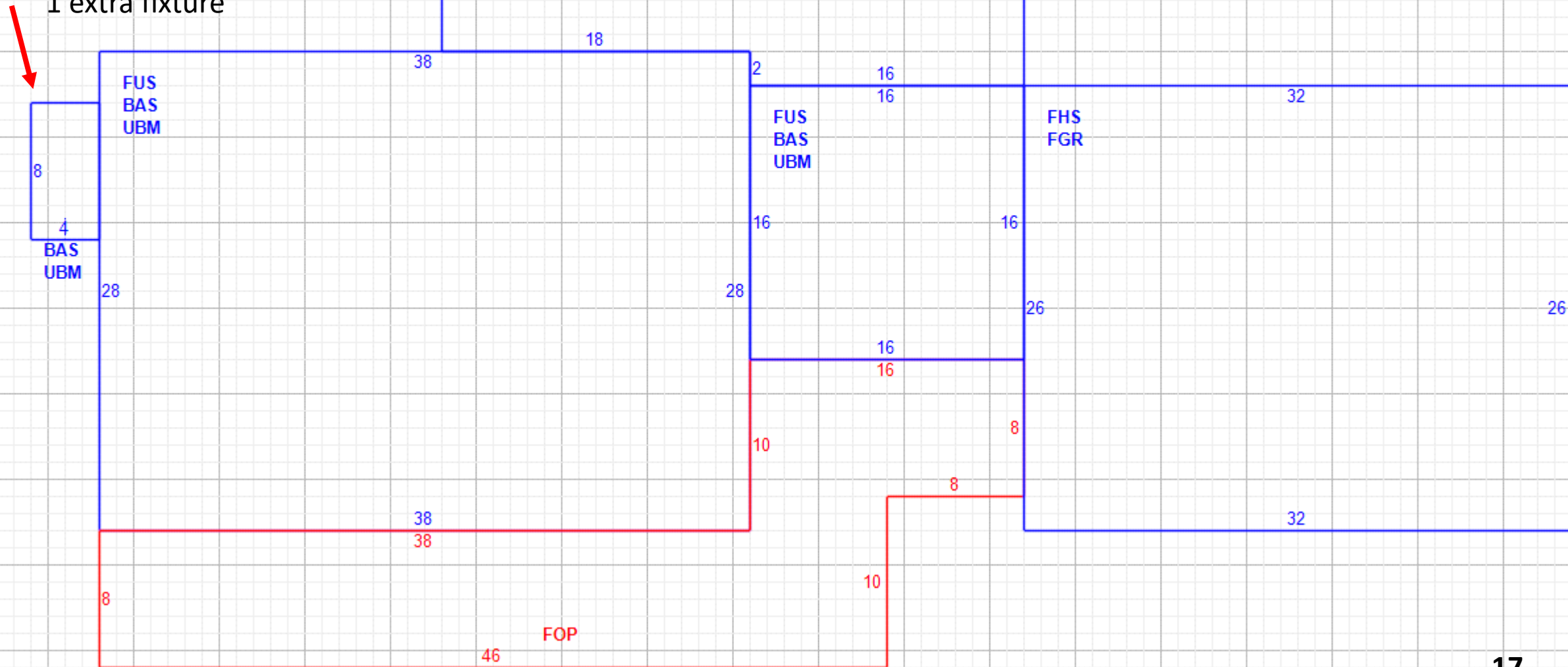
+\$48,000

Addition not included

1 ST Bay not included

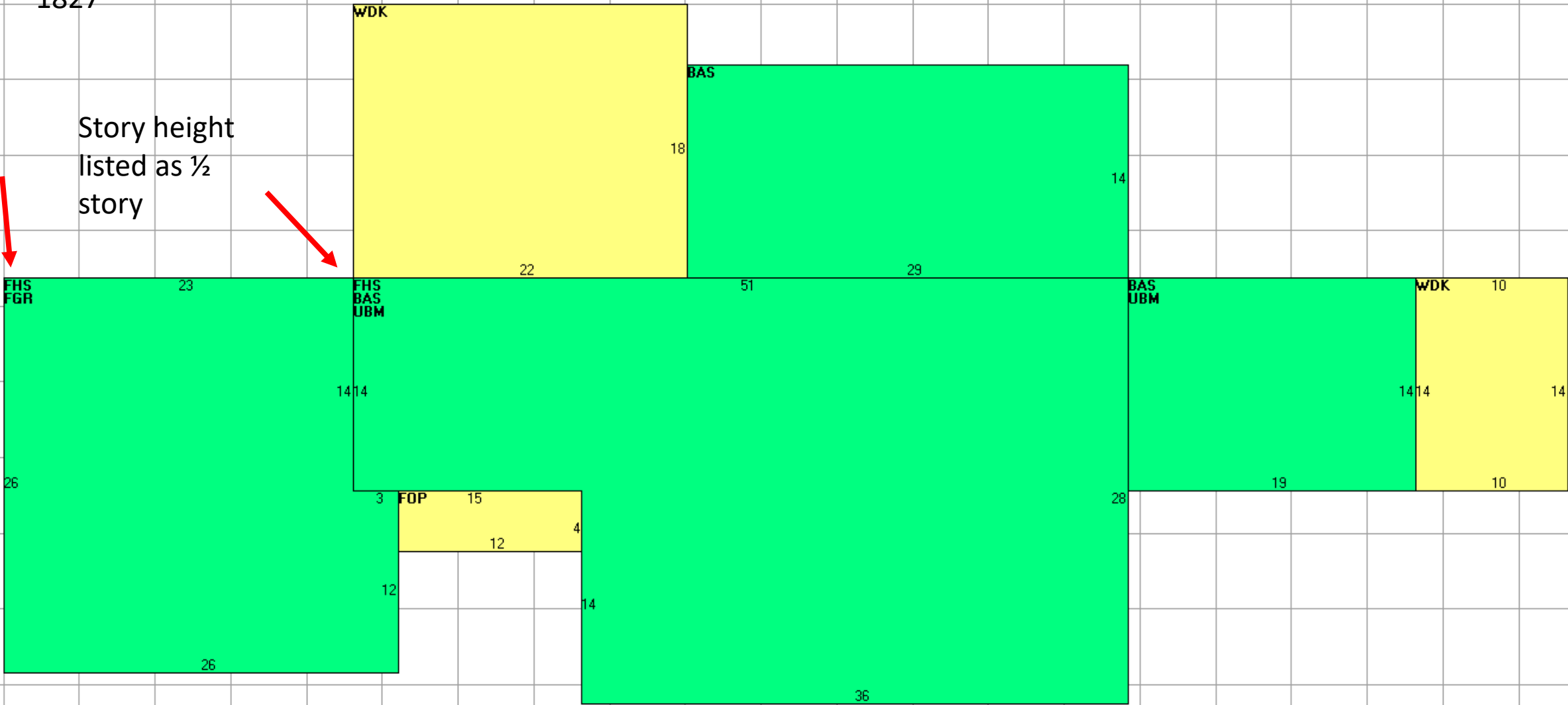
1 extra fixture

Building Permit  
for addition 2013



1827

Story height  
listed as ½  
story



1827

**+\$44,000**

## Corrected Story height TQS

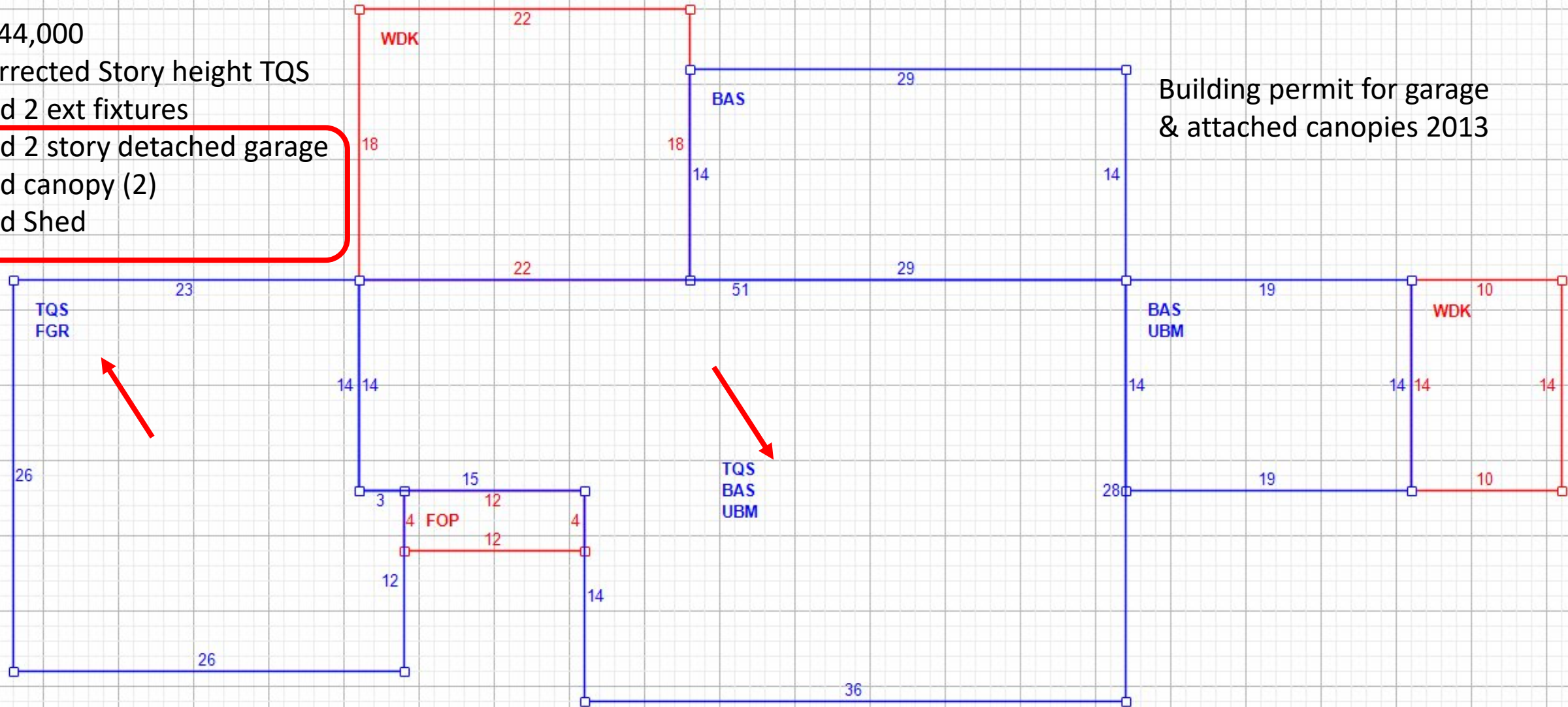
## Add 2 ext fixtures

Add 2 story detached garage

## Add canopy (2)

## Add Shed

## Building permit for garage & attached canopies 2013



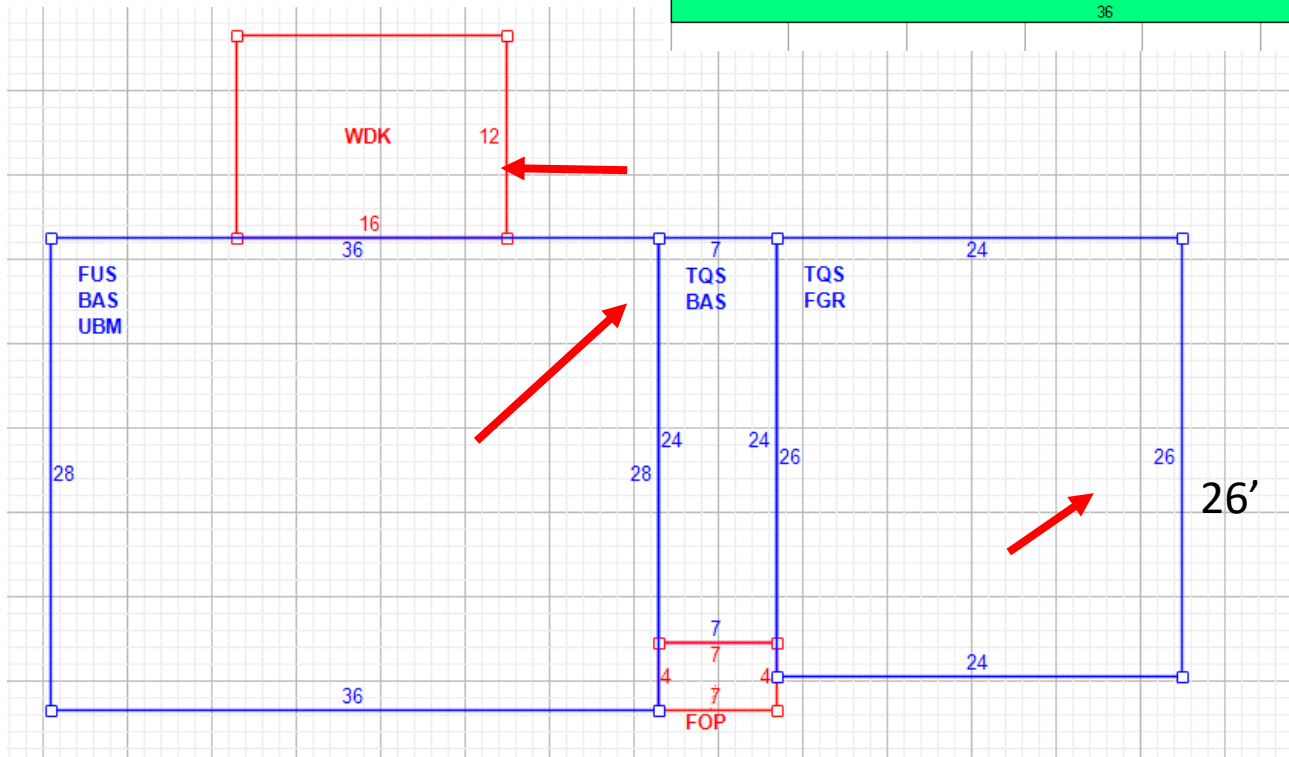
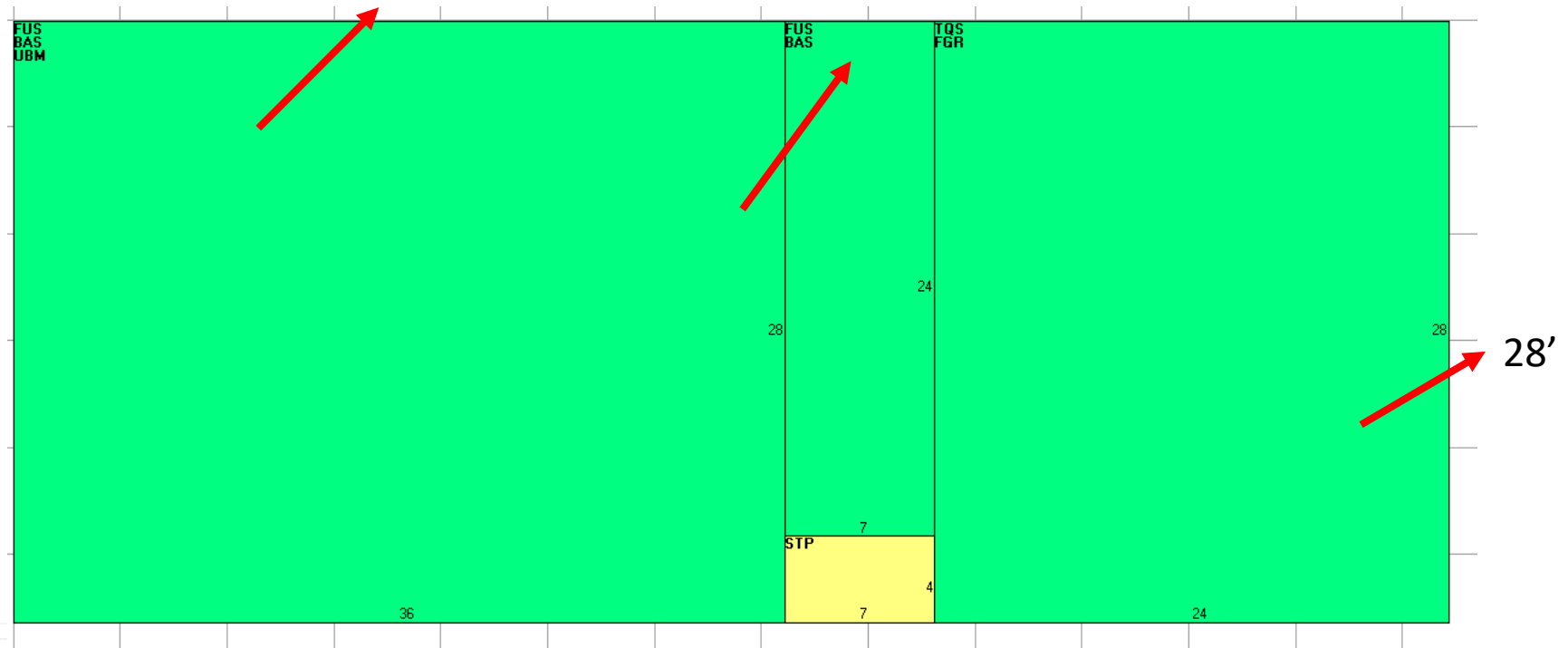
-\$20,700

Garage was smaller

Connector was TQS not FUS

Pool was removed

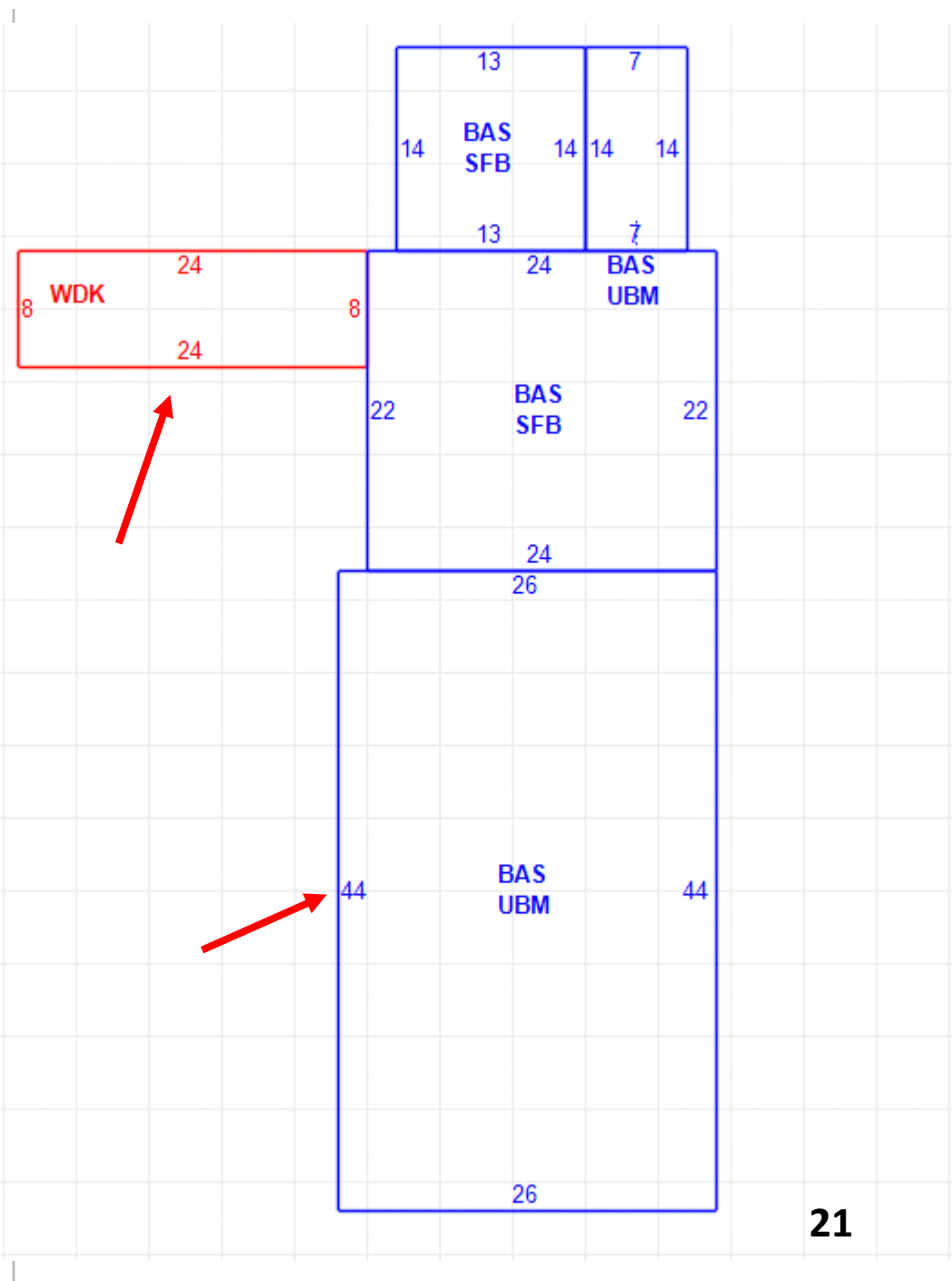
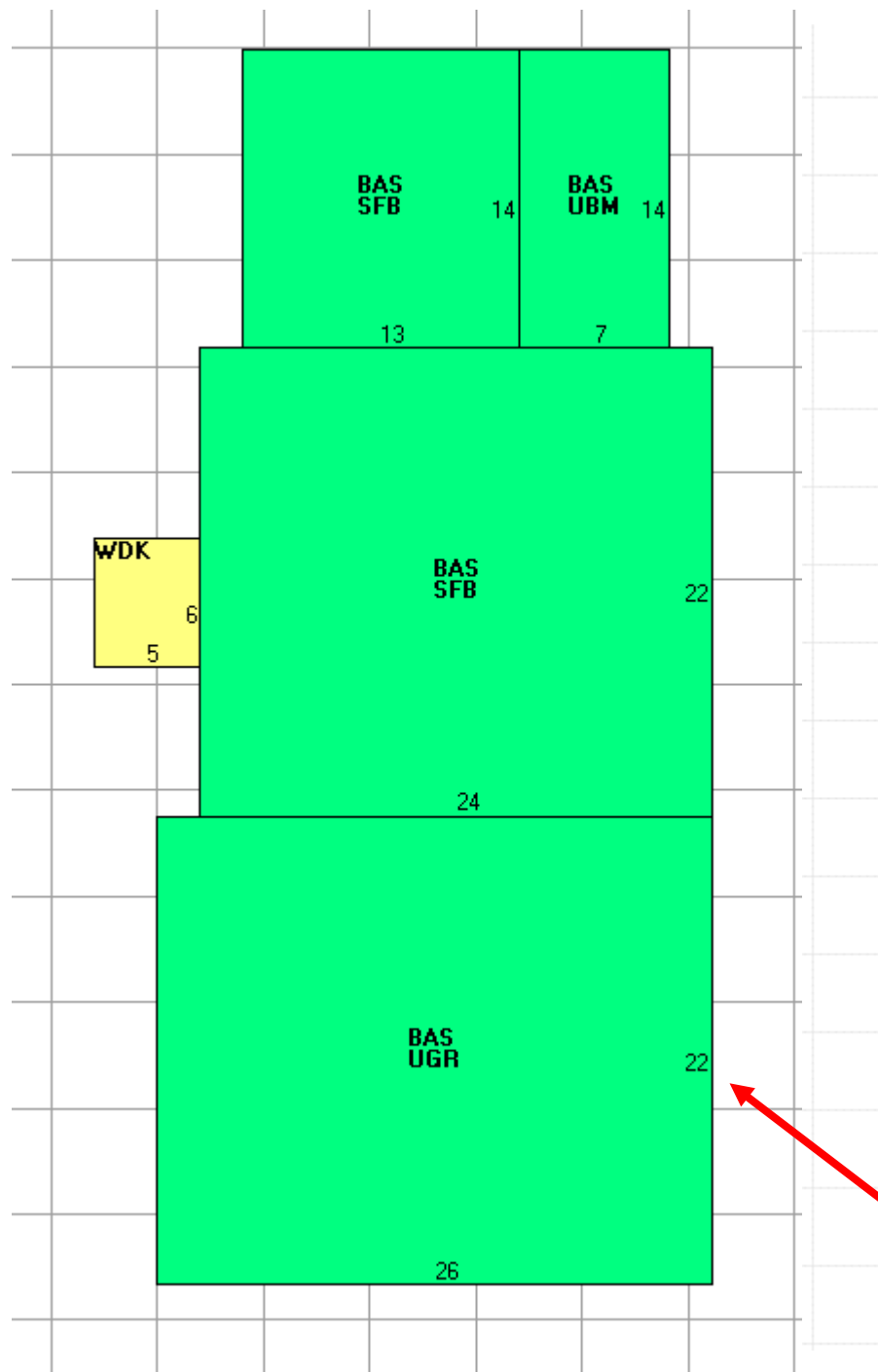
Deck was added





100133

+\$35,000  
Main Dwelling  
missing 22'X26'  
Add deck



1943

## No Porch



The figure is a 2D spatial plot showing the distribution of three bird species: FGR (red), WDK (green), and UBM (blue). The plot is overlaid on a 10x10 grid. The species are represented by colored regions, and numerical values are placed within the grid cells to indicate the density or count of each species.

**Species and their approximate locations:**

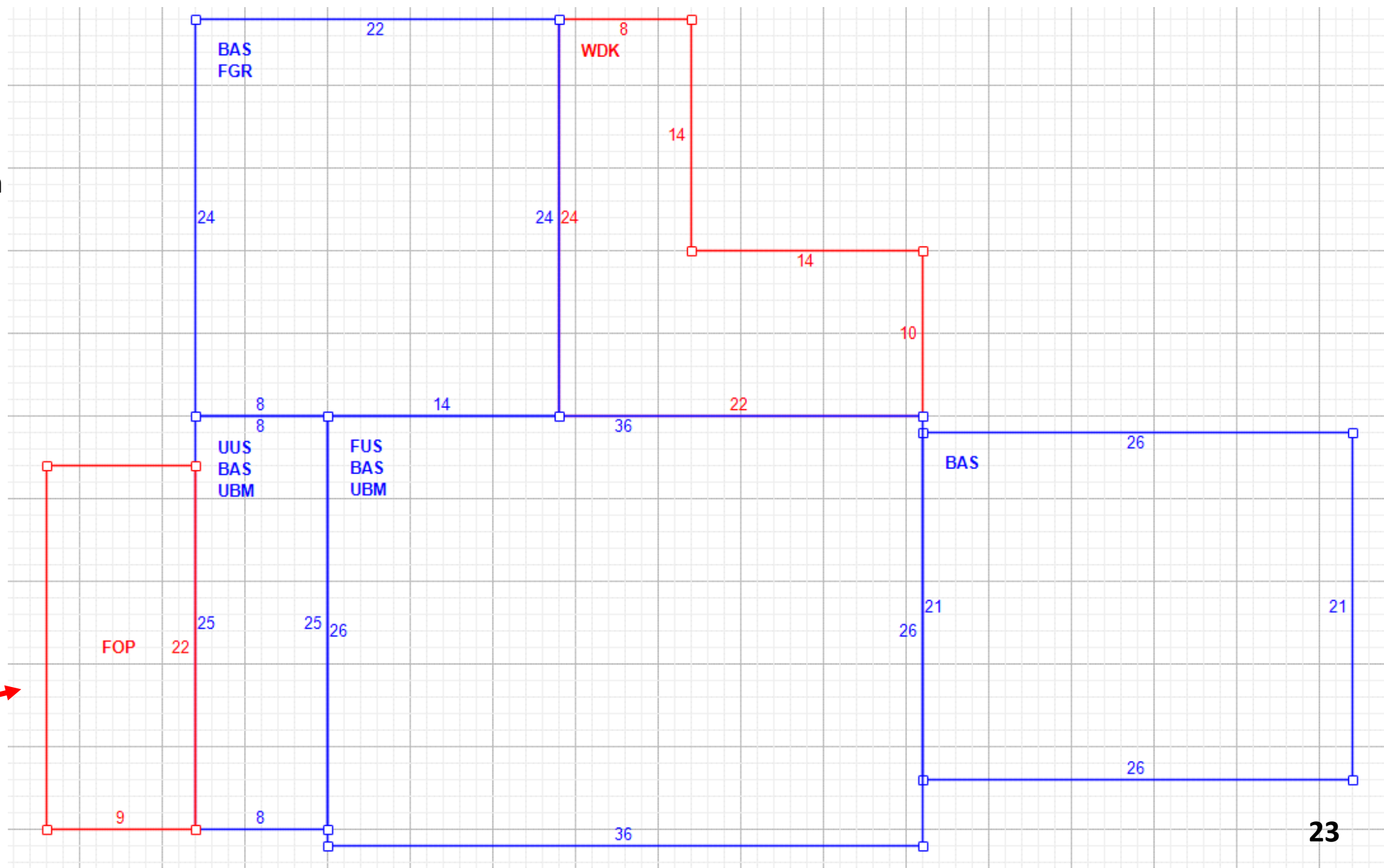
- FGR (Red):** Occupies the top-left and bottom-right areas.
- WDK (Green):** Occupies a central area.
- UBM (Blue):** Occupies the bottom-left area.

**Numerical values in the grid (approximate coordinates):**

- Top-left (FGR): 22, 24, 8, 14, 24, 24, 14, 10, 22.
- Top-right (FGR): 26, 26, 26, 26, 26, 26, 26, 26, 26, 26.
- Bottom-left (UBM): 8, 26, 8, 36, 26, 26, 26, 26, 26, 26.
- Bottom-right (FGR): 21, 26, 26, 26, 26, 26, 26, 26, 26, 26.

1943

+\$6,700  
Add Porch  
Add bth



1966

No patio

No deck

Fin ½ story

FHS  
BAS

FHS  
FGR

24

24

17

25

FUS  
BAS  
UBM

BAS

12

6

24 FOP

12

6

36

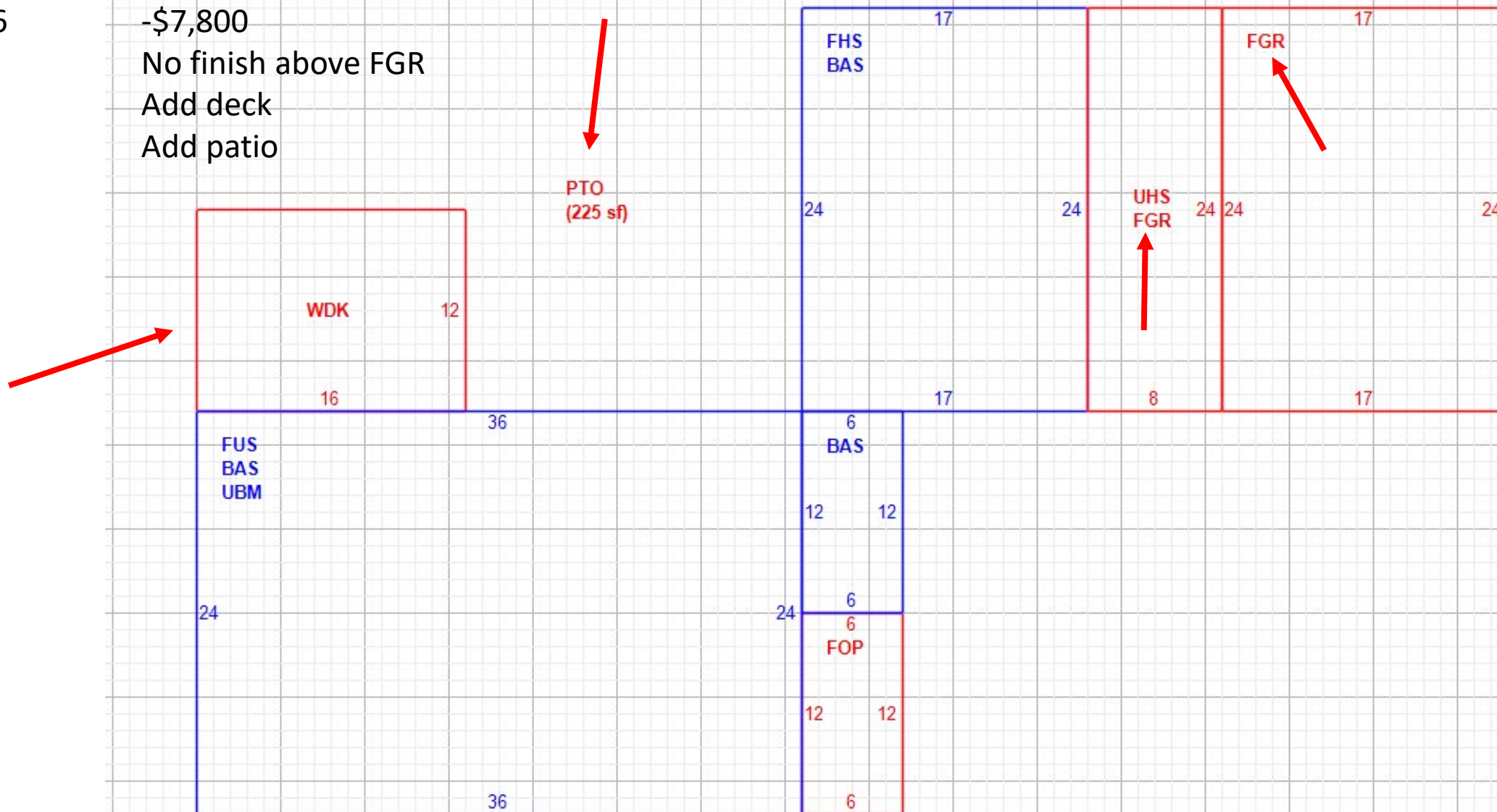
1966

-\$7,800

No finish above FGR

Add deck

Add patio





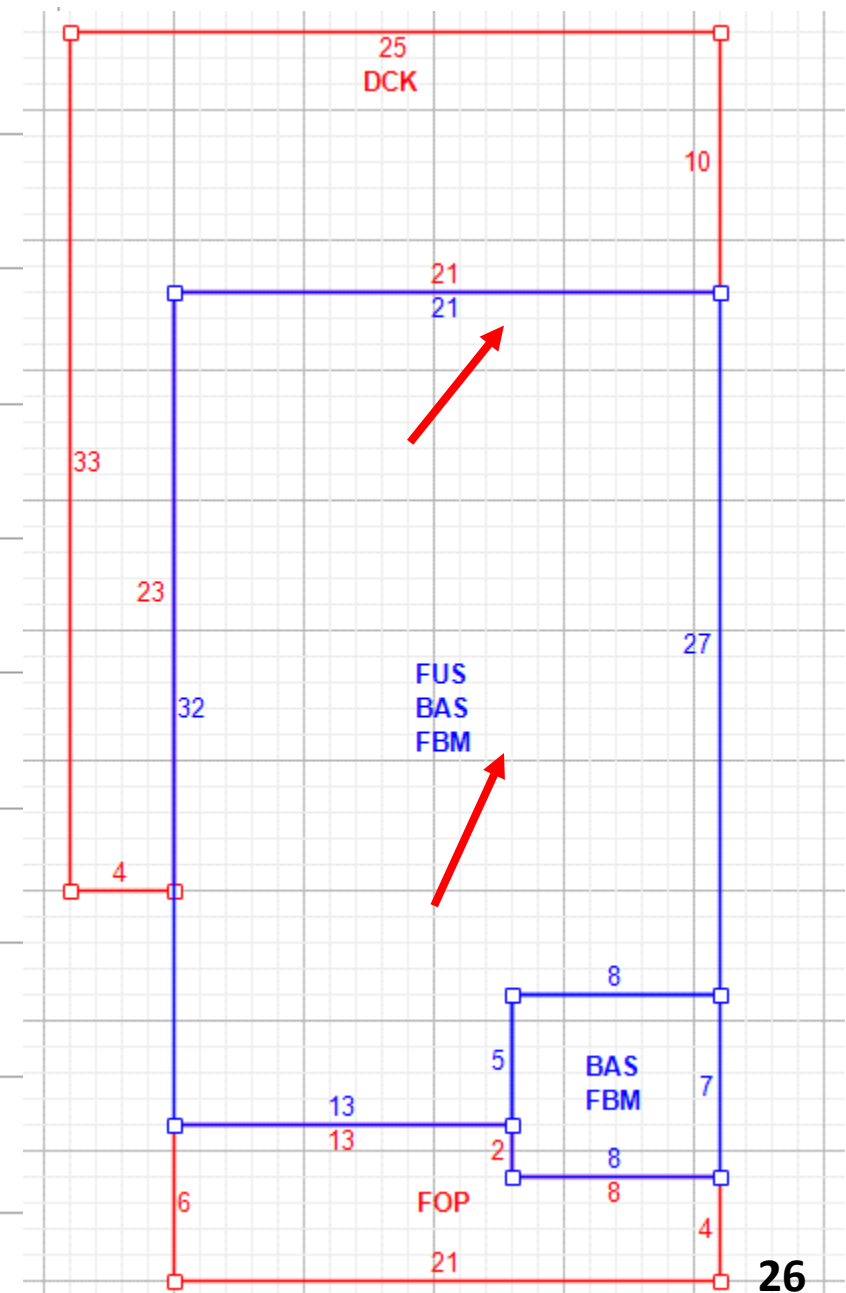
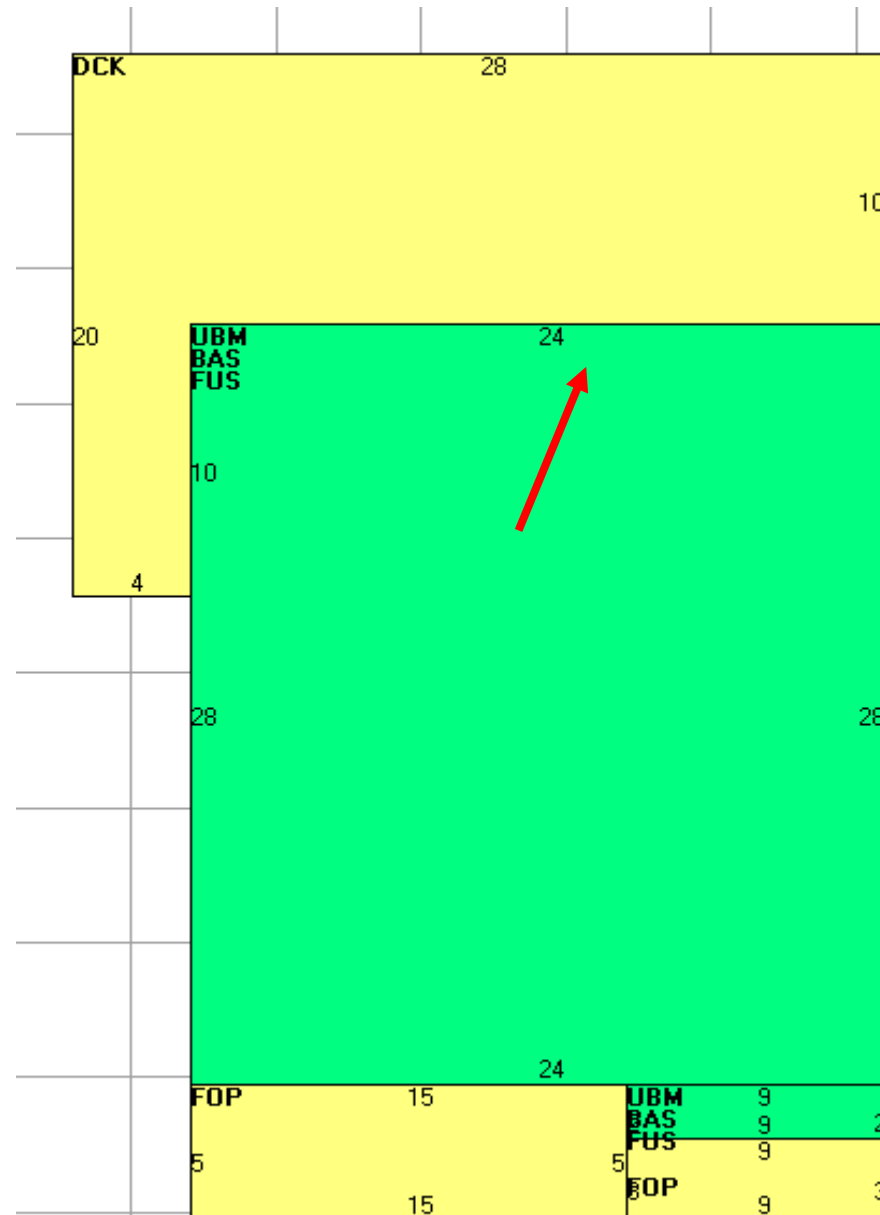
103124

-\$4,000

House is smaller

Add finished basement

Deck slightly larger



1532

+\$52,300

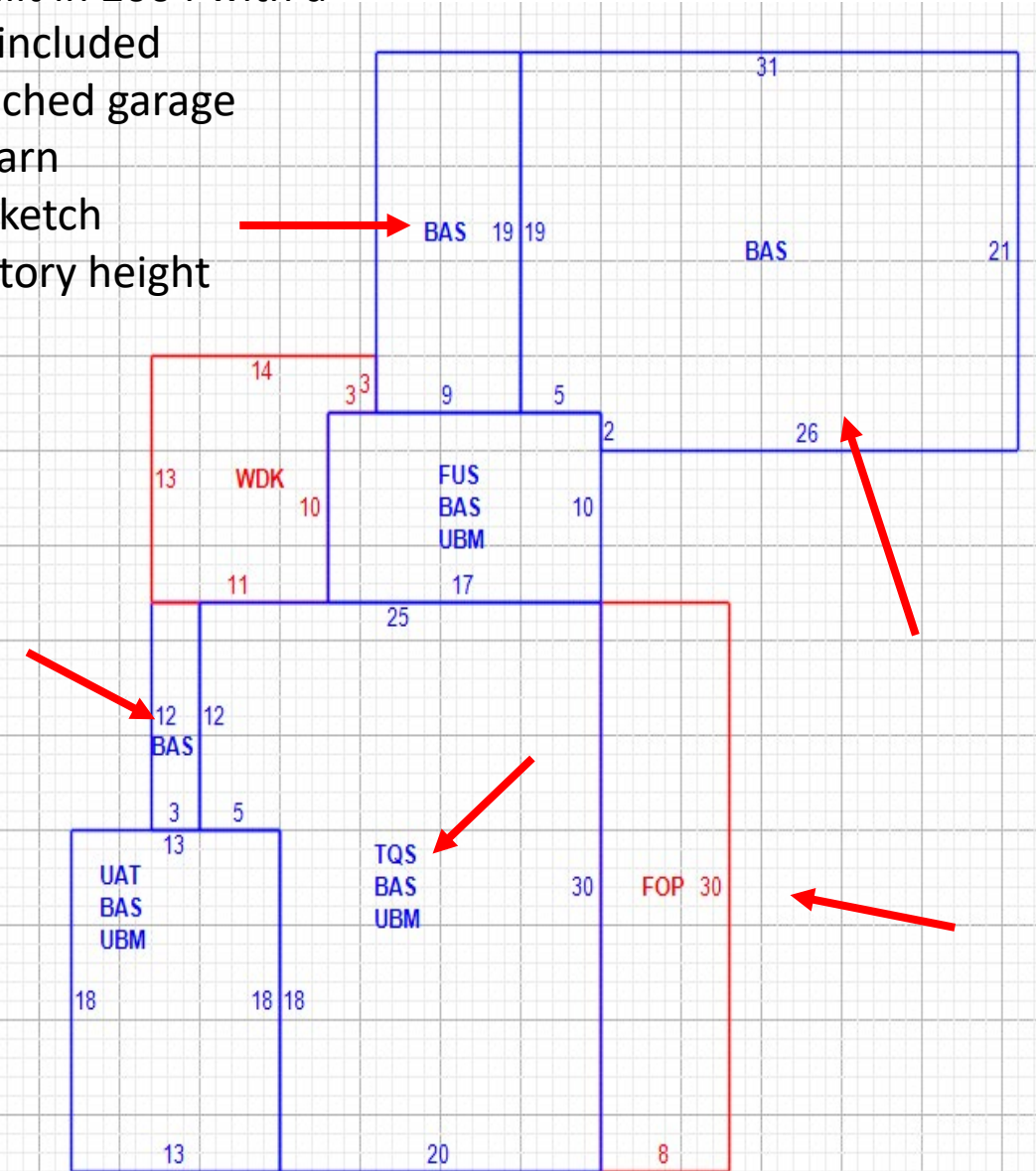
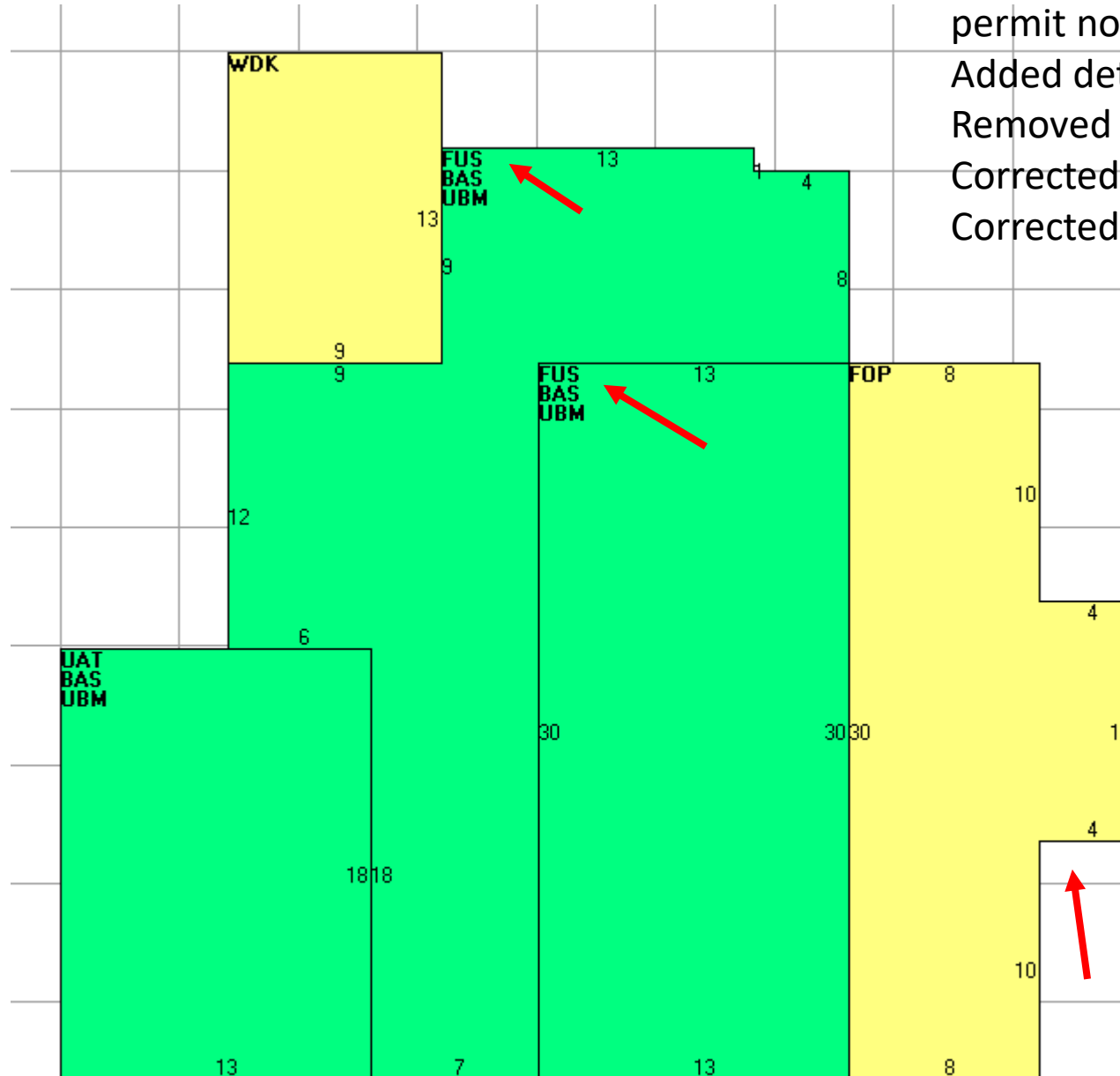
Addition built in 2004 with a  
permit not included

Added detached garage

Removed barn

Corrected sketch

Corrected story height



2647

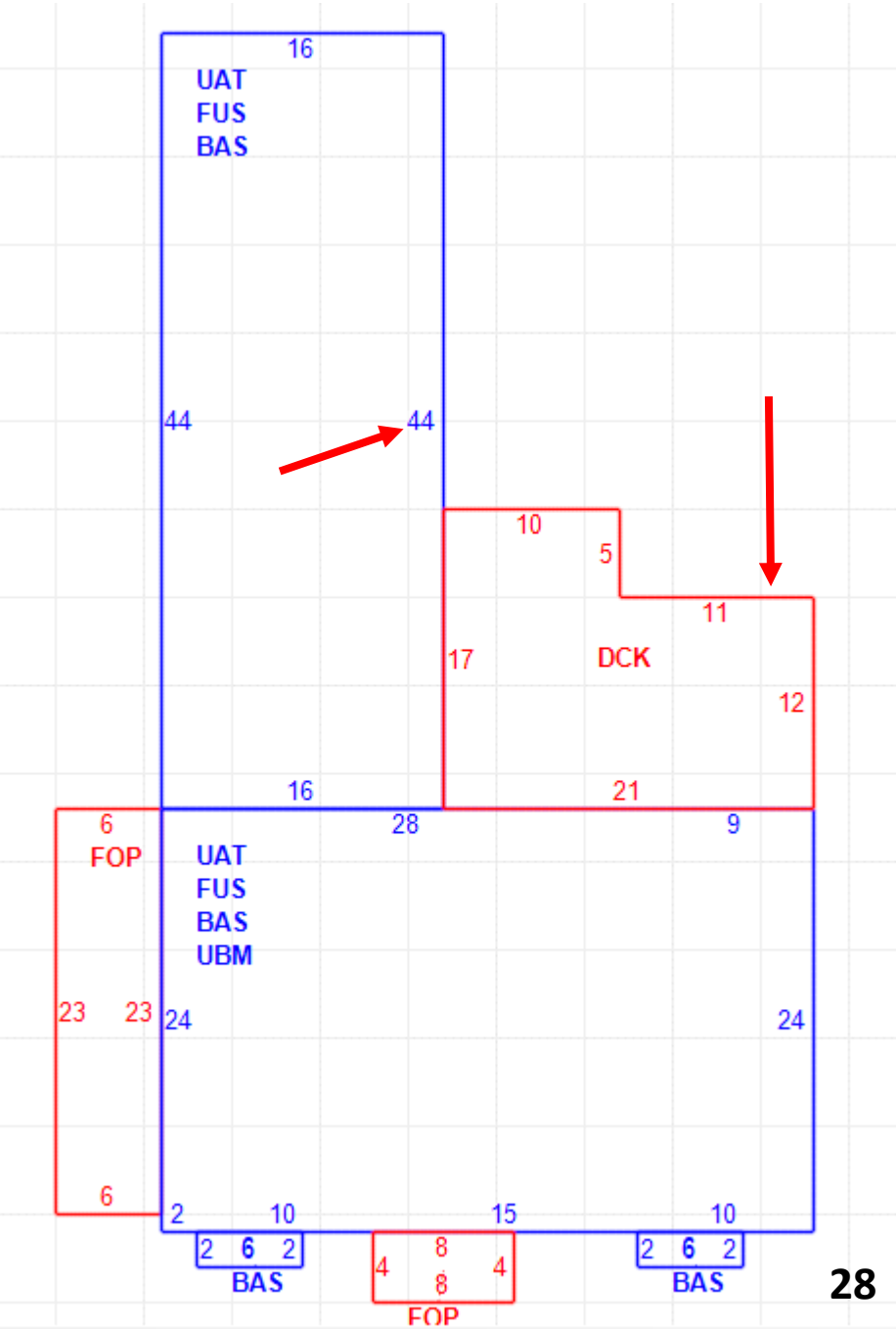
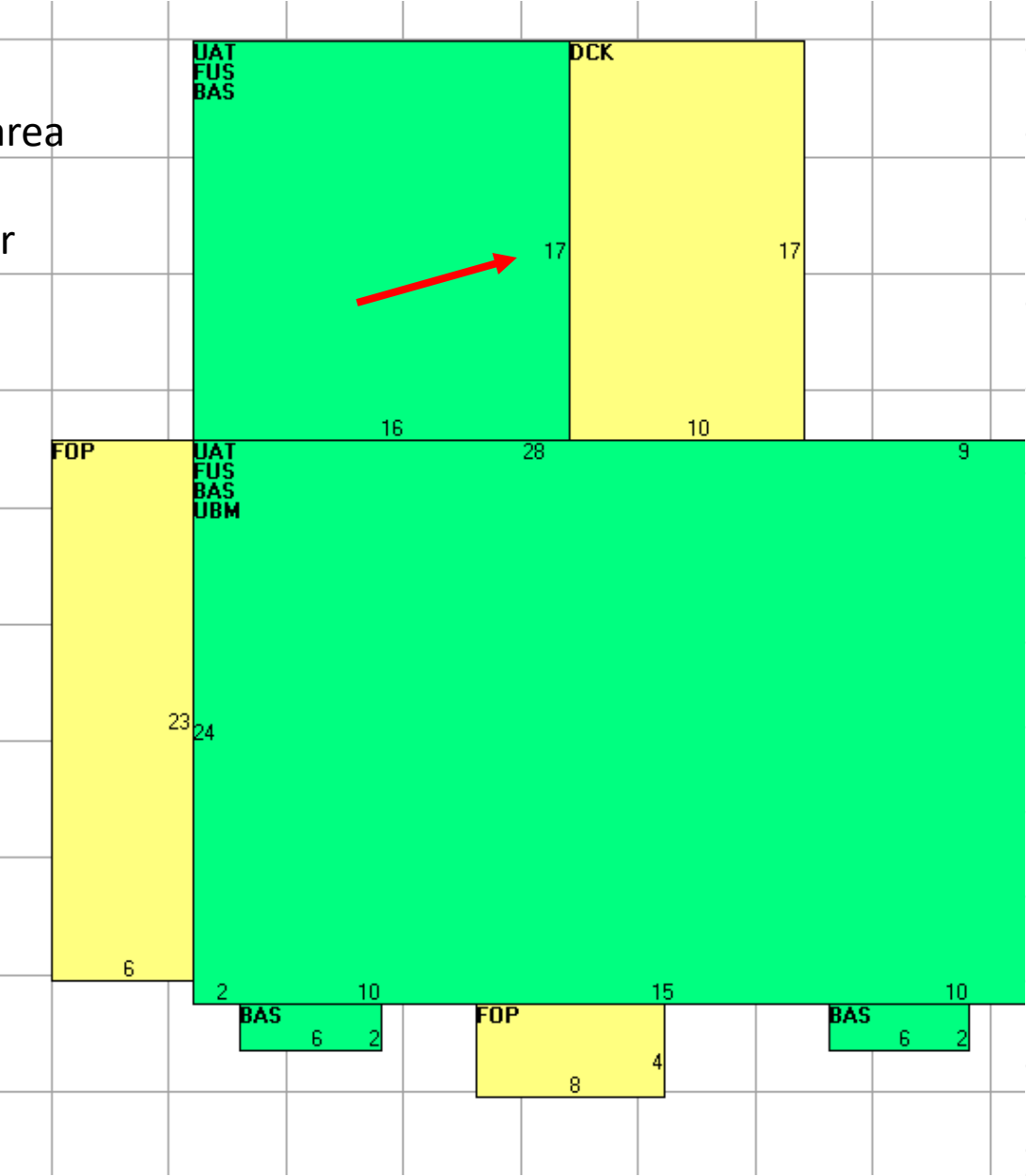
\$92,000

864 SF living area

not included

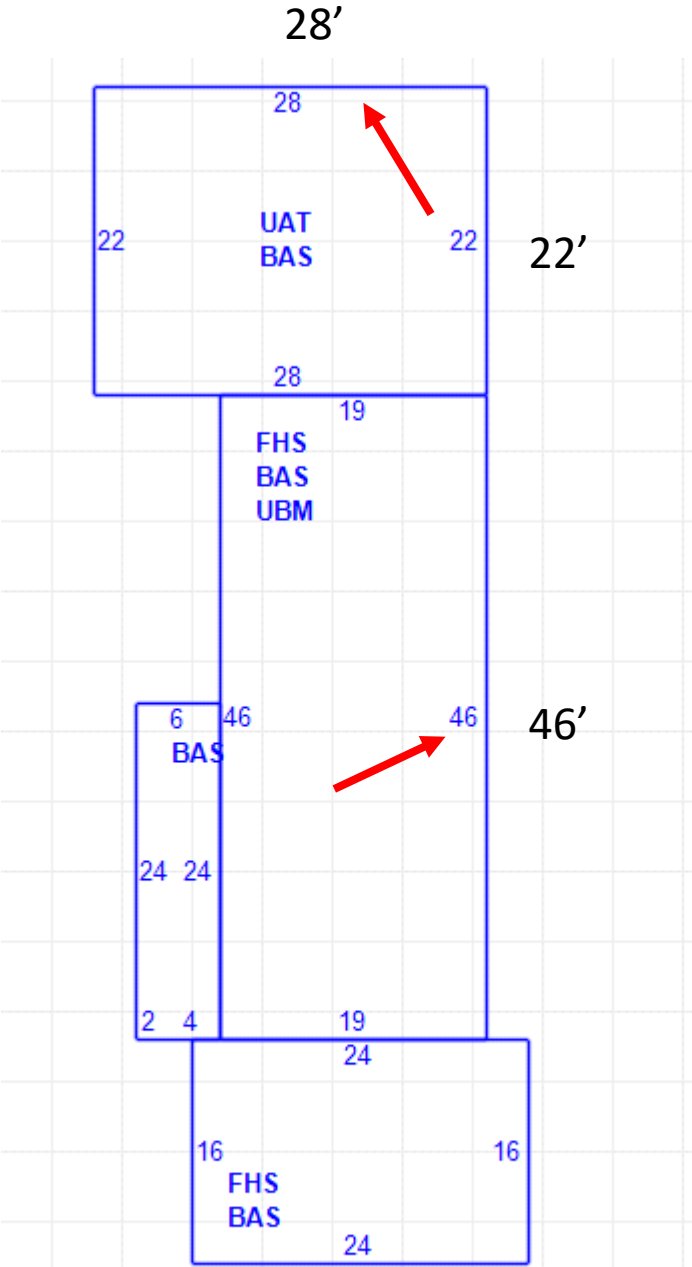
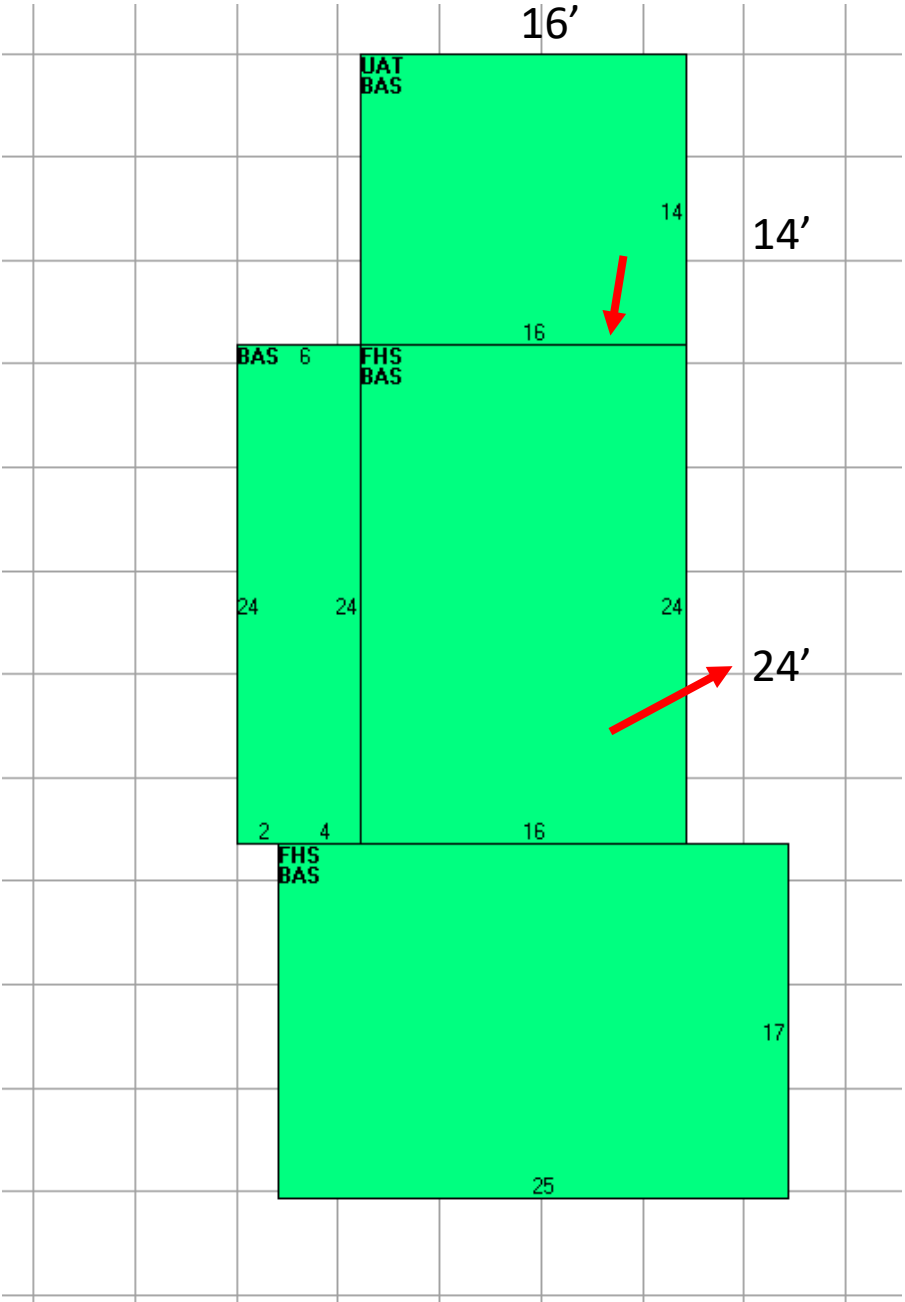
Add central air

Add DCK area



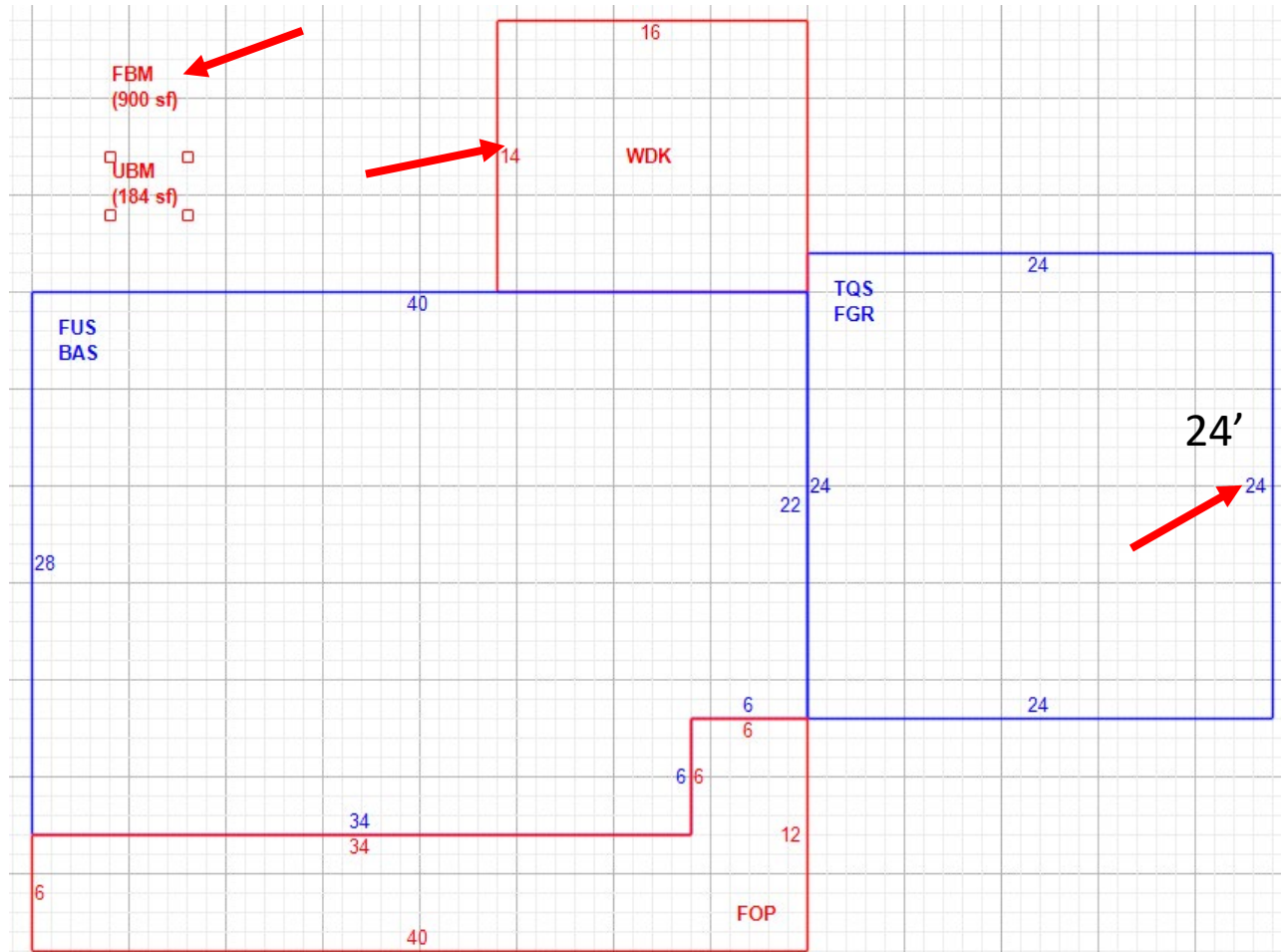
2634

+\$77,000  
Correct living area +  
1100SF living area  
Add shed



Built 2001

Diagram illustrating the addition of part FBM and WDK to the existing layout. The diagram shows a large green area labeled "FUS BAS UBM" and a smaller green area labeled "FOP". Dimensions are provided for various segments: 40, 28, 66, 34, 6, 12, 22, 24, 34, and 34'. A red arrow points to the segment labeled 34'.





3164

+\$55,400

Addition

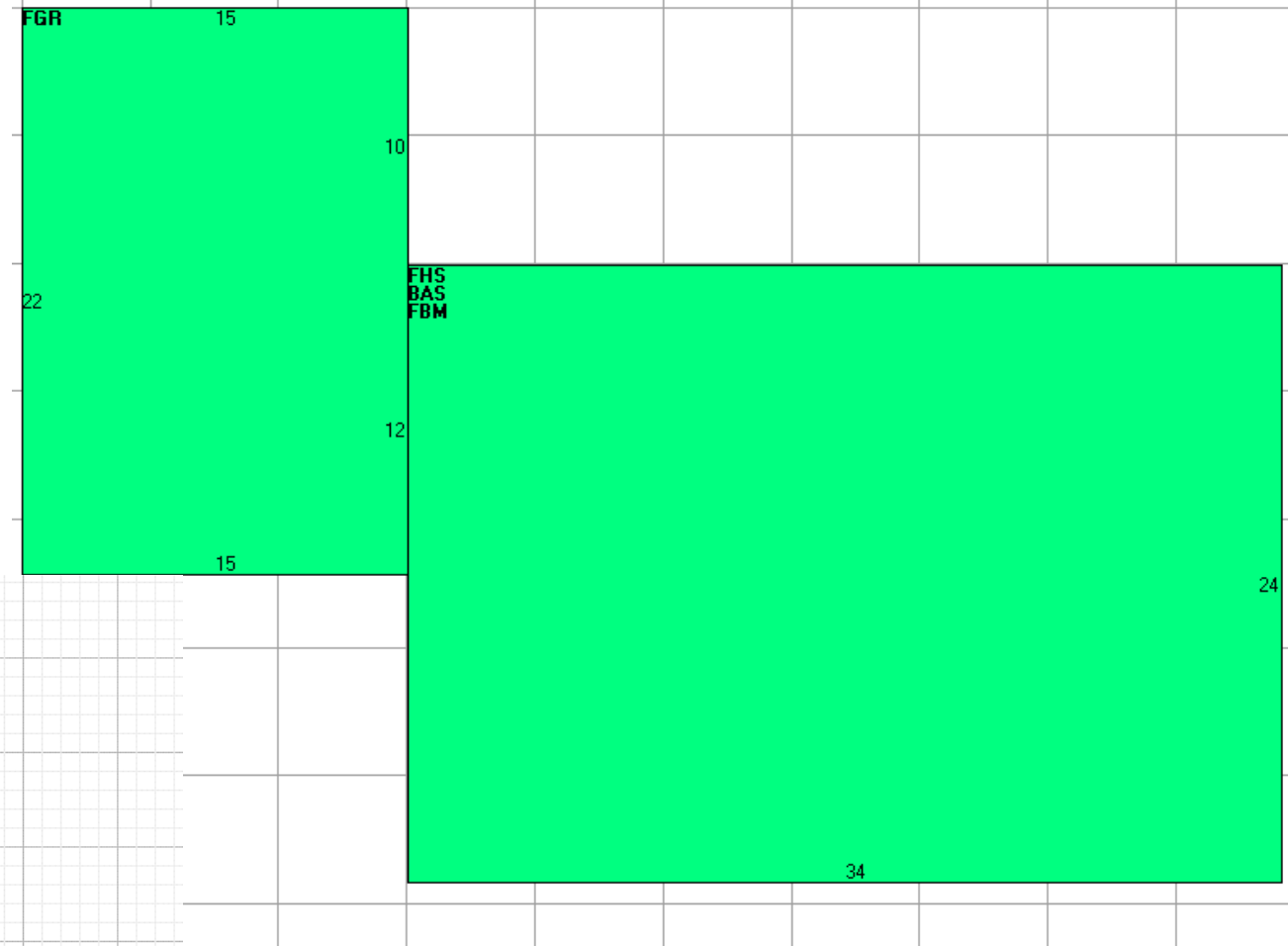
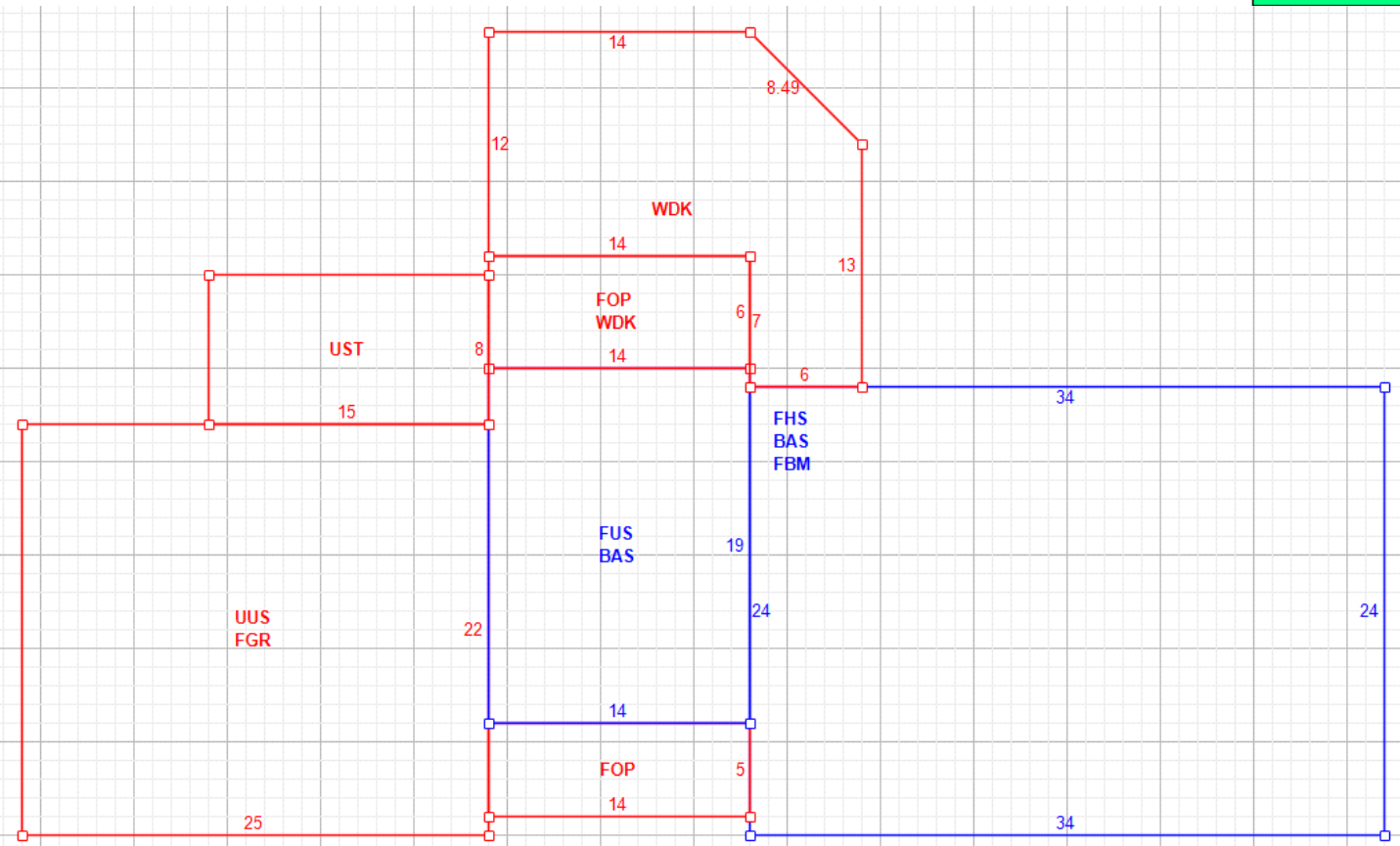
Add 2 story FGR

Add Shed

Add WDKs

Add FOPs

Building Permit  
2007



**TOWN OF CUMBERLAND ASSESSOR'S OFFICE**

**290 TUTTLE ROAD**

**CUMBERLAND, ME 04021**

**EMAIL – [propertyupdate@cumberlandmaine.com](mailto:propertyupdate@cumberlandmaine.com)**

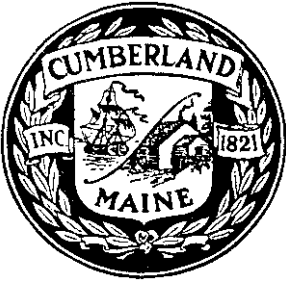
**Phone: 558-9138**

# ITEM

## 19-090

To hold a Public Hearing to authorize the issuance of up to \$7,000,000 in general obligation bonds for the purpose of financing improvements to Town facilities, including renovations to Town Hall and the Town garage, a new compost and brush area, and the purchase of a new ladder truck for the Fire Department.

*(Note: up to \$2,000,000 of said issuance may be allocated to construct a facility to be leased by the MSAD for its buses if the MSAD chooses to stay in Cumberland. If the MSAD moves to North Yarmouth, the bond amount will be reduced to \$5,000,000.)*



# M E M O R A N D U M

TOWN OF CUMBERLAND, MAINE  
290 TUTTLE ROAD  
CUMBERLAND, MAINE 04021  
TEL: 207-829-2205 FAX: 829-2224

**To:** Town Council  
**From:** William R. Shane, Town Manager  
**Date:** July 1, 2019  
**Re:** 19-090 Bonds 2020 - \$7 M

---

Attached is the breakdown for the \$7M dollar bond request. I will present a PowerPoint overview for the public meeting using the attached information as the foundation of the report.

All items are subject to your approval and can be adjusted should you choose. Information is being tweaked as Bond Counsel and Bonding Agent are making final adjustments to allow for the potential of a \$2M School Bus garage improvement. Should that happen, the school would be using a lease purchase mechanism (similar to what we did with Drowne Road School 20+ years ago) to pay for the additional \$2M in bond costs. The revenues from the Lease Purchase would be listed in our Bond Schedule as a “negative” Expense.

*For Example only –not actual numbers:*

Obj	Description	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY XXXX PROPOSED	Change \$	Change %
6500	Bond Interest Expenses	\$ 268,470	\$ 400,786	\$ 364,993	\$ 346,546	\$ (18,447)	-5.05%
6510	Bond Principal	\$ 574,846	\$ 494,416	\$ 680,832	\$ 707,778	\$ 26,946	3.96%
6530	Lease Payments	\$ 23,910	\$ -	\$ -	\$ (160,000)	\$ (160,000)	0.00%
6550	TAN Interest	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	0.00%
8115	Transfer to (from) DSR	\$ 80,532	\$ 67,471	\$ (75,825)	\$ (79,324)	\$ (3,499)	4.61%
	Total Debt Service	\$ 947,758	\$ 962,673	\$ 970,000	\$ 835,000	\$ (135,000)	-13.92%





# MEMORANDUM

TOWN OF CUMBERLAND, MAINE  
290 TUTTLE ROAD  
CUMBERLAND, MAINE 04021  
TEL: 207-829-2205 FAX: 829-2224

**To:** Town Council  
**From:** William R. Shane, Town Manager  
**Date:** June 25, 2019  
**Re:** Bond 2019 - \$7,000,000

The numbers and schedule for Bond Issuance for early 2020:

Bond: \$7,000,000

Interest Rate: 2.5%

Council Vote: July 8, 2019 - Summary

			Bond	TIF Funds	Prop Acq Reserve	Town Bond
Fire Ladder Truck	\$1,400,000		\$1,400,000			
Public Works Facilities						
Wash Bay 92 x22			\$800,000			
3 Mechanic Bays	2,200	\$300/SF	\$1,980,000			MSAD to pay up to \$160k for 20 years
Support Areas 90 x 40	3600 SF	\$300/ SF	\$1,080,000			
Locker Room	1200 SF					
Lunch/ Meeting Room	1200 SF					
Offices	1200 SF					
Lot Restoration			\$400,000			
Town	\$2,260,000		\$4,260,000			
School	\$2,000,000					
Sand Salt Shed			\$500,000			
Compost Pad			\$275,000			
Access Road to Pad				\$150,000		
Landscaped Berm			\$75,000			
Senior Center / Pantry	\$150,000		\$150,000			
Parking lot Expansion	\$150,000		\$190,000			
Interior Election Walls	\$150,000		\$150,000			
Police Renovations	unknown		Future			
Total Other			\$1,340,000			
Totals			\$7,000,000			\$2,000,000
Other Funds - TIF				\$150,000		\$160k x 20 yr
Other Funds - Prop Acq.					\$300,000	
Fund			BOND	TIF	Contingency	MSAD Lease Purchase

## **The Council Chambers: \$150,000**

The Council Chambers has reached its capacity as our primary voting area. With this proposed expansion created by removing and replacing existing no-bearing walls with collapsible walls, which can be reconfigured to fit our needs, the Town Hall can continue to serve as our primary meeting and voting space. The Town Clerk has prospered a more detailed memo for your review, but the overview is as follows:

**Current Voters** 7,001+ booths needed 36 (200 per voter)

Room Square Footage for Voting = 1,190 SF

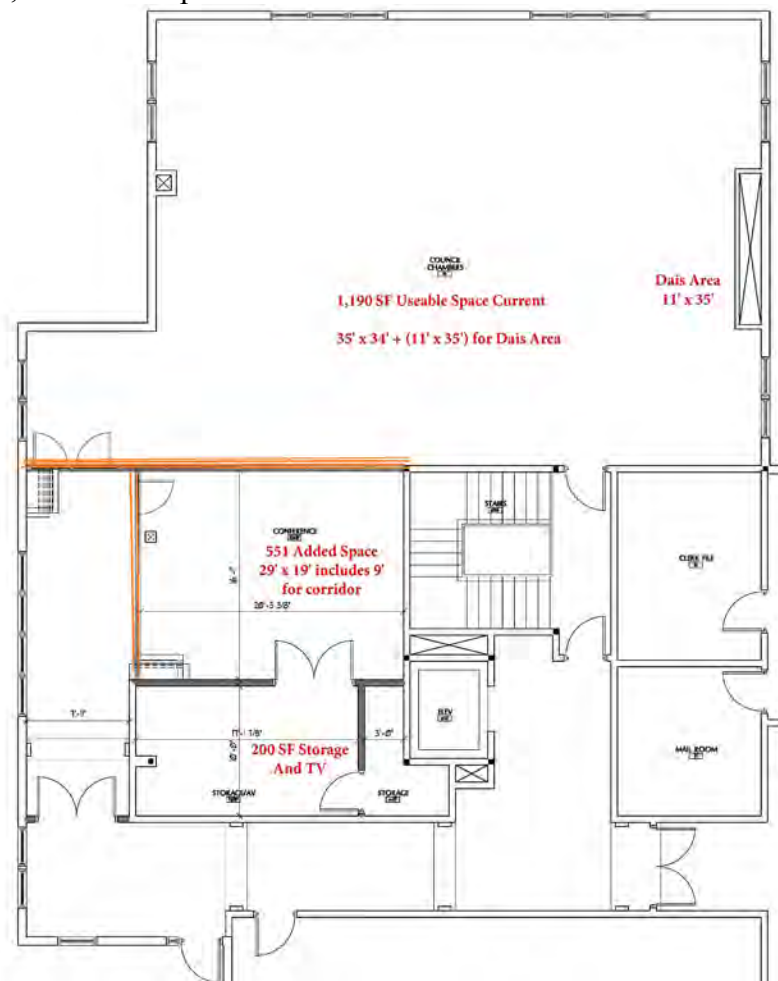
**Proposed Capacity** = 48 booths = 9,600 voters

Room Expanded by 551 SF or 32% increase

More Room for Voter Intake

More Room for Ballot Processing and Exiting

**Cost** \$150,000 or \$272 per foot



**Food Pantry- Senior Meeting Space (\$150,000) – 60 car Parking lot \$190,000**



Similar style house (no steps) with garage on right side – to access daylight basement entrance







**Phase 1** would be the permitting and new parking area. The parking lot would be able to accommodate all Town Hall functions, Little League overflow, the Farmer's Market, the Food Pantry and senior meeting room area. The cost for the parking area would be \$190,000

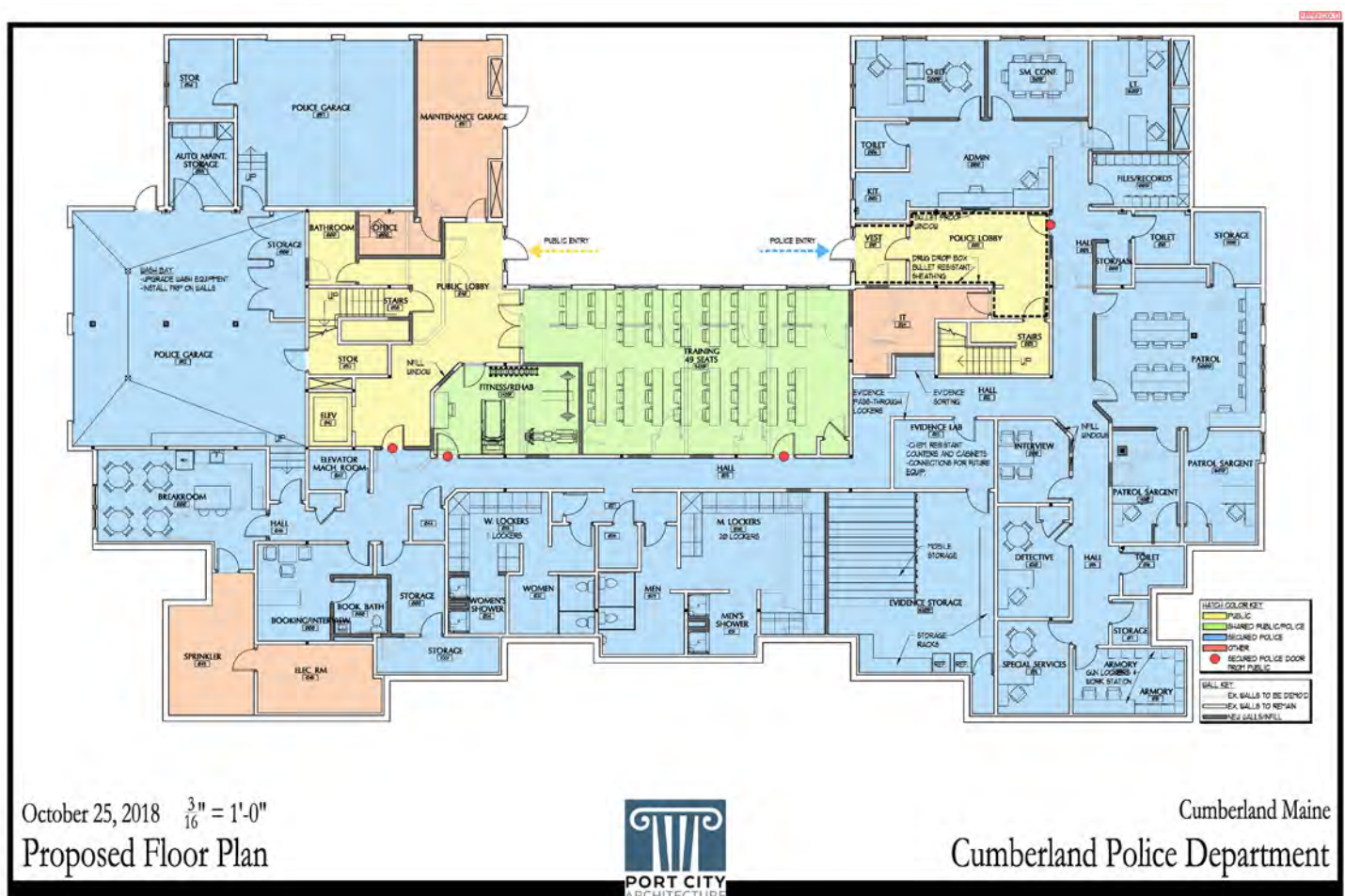
**Phase 2** would be the building of the Food Pantry / Senior Center. The 84'x 30' structure would be budgeted for \$150,000 and require additional fund raising and contributions from the Food Pantry to complete. I'd hope that we could make this a "community build" project where components are subcontracted, but residents could assist in the construction.



## Police Station Retrofit – Phase 1- Unknown at this Time

Any work to the Police Station requires the Food Pantry to vacate the existing garage bays. Port City Architects did a preliminary design report for us for budgeting purposes and estimated a \$1.6 million investment was needed. That design has not been reviewed or prioritized as of yet by the Town Council, and there are several policy questions which need occur around the department continuing to stay in Town Hall or moving into another building.

I have attached the report for our review and the Council may wish to take this on as part of its work plan for FY 2020 before any decisions are made related to reconfiguration of the space downstairs.



### Sand Salt Building \$500,000



*110' x 60' Saco PW Salt / Sand Building – 600 CY of Salt Shown*

Our building would be about 20' wider. We estimate the building to be close to \$300,000 installed and the site work, fencing, paving to be close to \$200,000. With no land costs and some of the access road constructed as a part of our agreement with Storey Brothers, we have saved considerable dollars on this project. I anticipate this being ready for Planning Board by October with a potential late winter early spring construction schedule.

Trucks will be able to be loaded inside and dumped inside to better manage both and salt piles. The aprons in front of the building will be sloped to the inside to keep any potential run off inside the building.



**Ladder Truck \$1.4 M – 25 year life expectancy**



The Finance Committee vote 2-1 to move forward with the \$5M (for Town Only projects) which includes the Fire Truck.

**Delaying the Purchase of the new Ladder**

- \$50,000 to \$100,000 Repair cost
- Each one tenth of a percentage point in interest on bond is \$50,000
- Cost increase expected to be \$100,000 in the next 12 months
- Assume 4 year delay \$100,000 Repair + \$100,000 interest (2.7%) + \$200,000 \$Increase = **\$400,000**

**Avoided Bond & Interest on \$ 1.4 M (28%) of \$5M Bond**

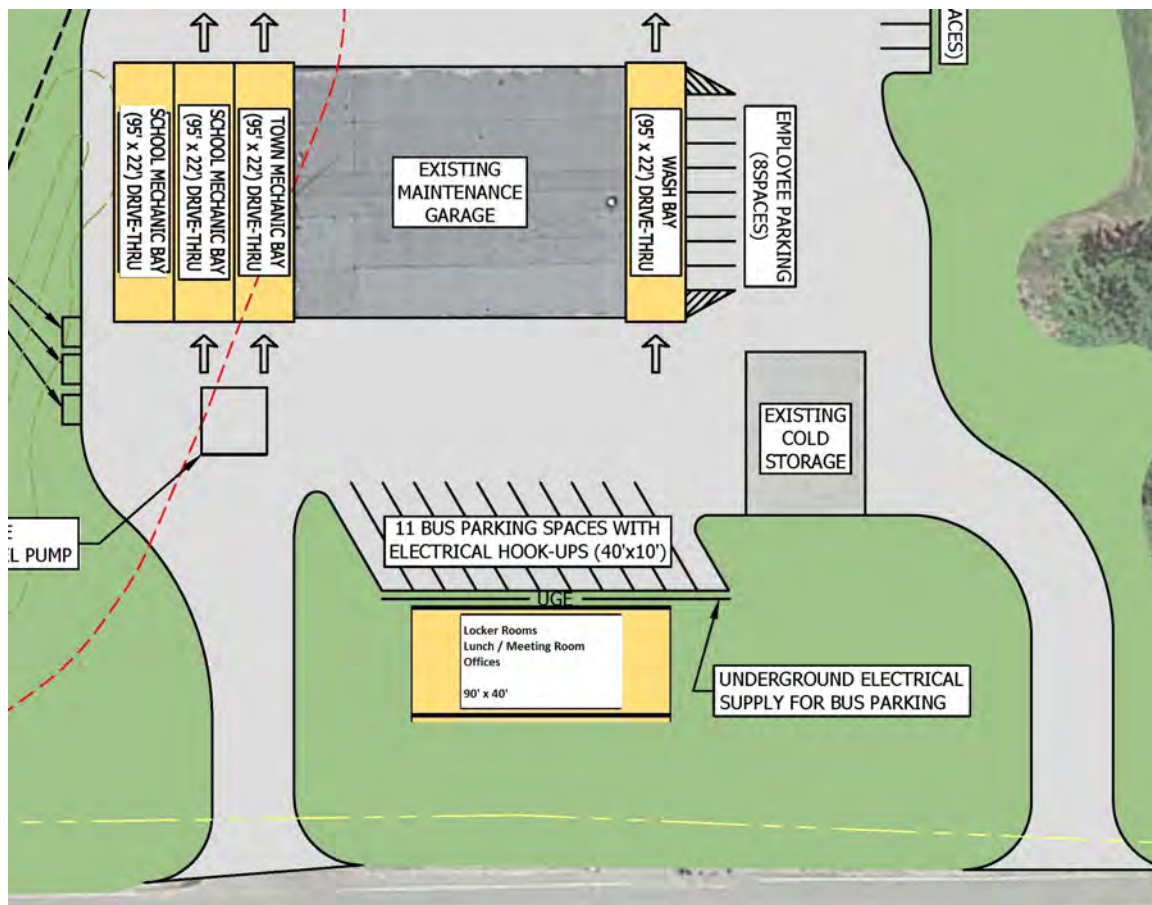
$\$62,500 + \$371,875 + \$365,625 + \$359,375 = \$1,159,375 \times 28\% = \mathbf{\$324,625}$

### **Additional information on Fire Ladder Truck**

- Warranty – 1 yr. bumper to bumper
- 10 yr. Structural
- Life time warranty on frame
- 10 yr. prorated paint warranty
- \$ 4,200 to \$4,500 annual maintenance on the truck
- Recommending hot dipped galvanized rail frames – most components stainless or hot dipped galvanized
- 5' shorter wheel base than competitors - big impact on turning corners when the rear end of the truck can swing around and knock over all our street signs
- 13.5 to 14.5 months from time of order to completion
- Not expecting a price increase to end of year – our \$1.4M truck should be insured for \$1.5M
- Higher grade psi steel – 3 years in design for this model
- Independent suspension
- Bigger frame rails than competitors
- - 20 degree swing of ladder downward and 75 degree upward and 95' in the air



## Town Garage Additions \$2.75 M



Town Garage	\$4,260,000		
Wash Bay 92 x22			\$800,000
3 Mechanic Bays	2,200	\$300/SF	\$1,980,000
Support Areas 90 x 40	3600 SF	\$300/ SF	\$1,080,000
Locker Room	1200 SF		
Lunch/ Meeting Room	1200 SF		
Offices	1200 SF		
Lot Restoration			\$400,000

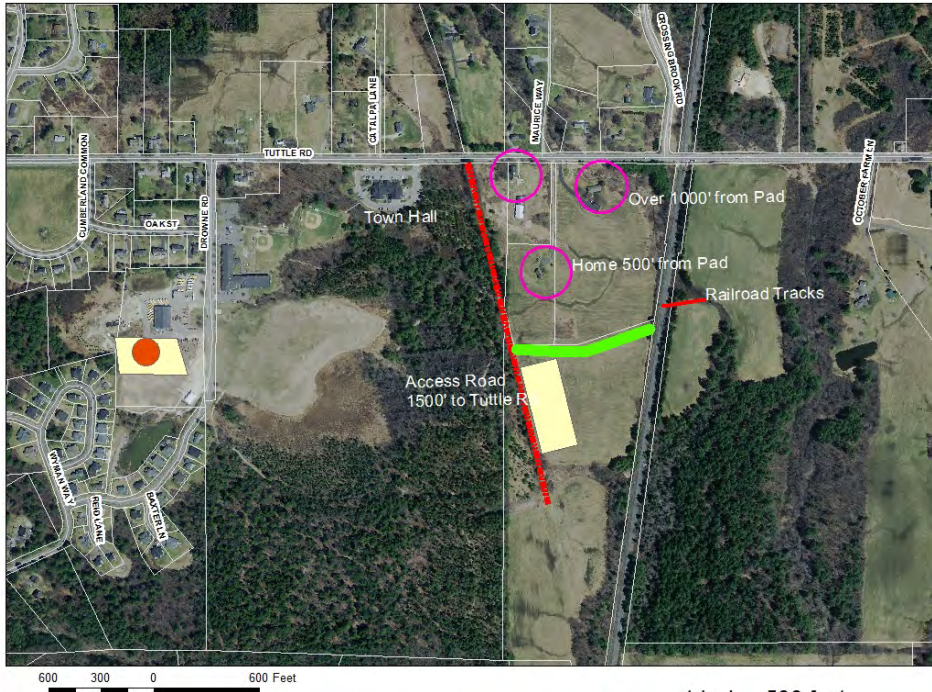
Total Garage Area	\$4,260,000
Town	\$2,260,000
School	\$2,000,000
	<u>\$4,260,000</u>

This project will convert the existing construction operation center into a maintenance complex. The restoration of the existing site will be planned with members of both neighborhoods and the Planning Board.

Exact locations of buildings will require assistance from the MDEP. The Planning Board will be required to review the entire application once MDEP approvals are obtained. The building addition will include a drive through wash bay capable of undercarriage washing and power blasting of all the Town and School vehicles. 3 mechanics bays to optimize lifts, tools and manpower in the assistance of maintaining both fleets even though under separate employment. Locker rooms, lunch room and meeting room facilities will also be added. The plans are conceptual at this time. The plan would be to work with School and Town staff to develop the final concept plan than work to hire a Construction Manager to bring the project in at budget.

The biggest decision that needs to be made on this project is whether the MSAD 51 bus facility stays in Cumberland or moves to North Yarmouth. The costs are identical and either choice has been supported by the Town Council in a previous vote of support for North Yarmouth. The project is designed to be expanded or collapsed based upon the MSAD 51 decision.

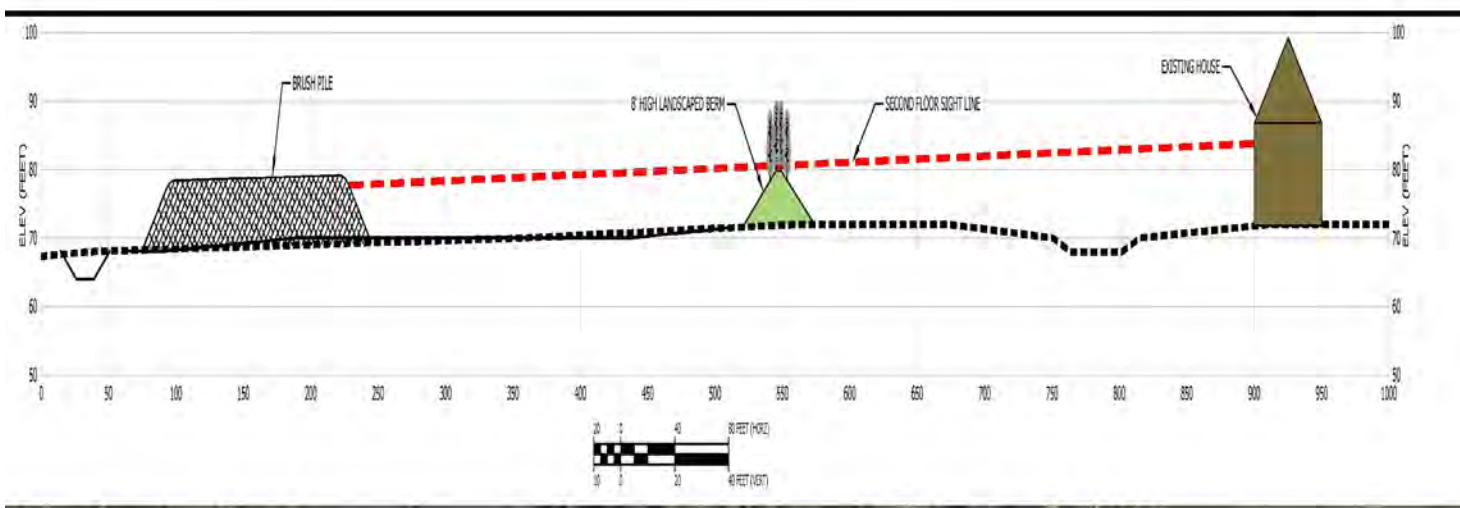
**Compost & Brush Pad \$275,000 + \$75,000 Berm + Access Road \$150,000**



1 inch = 500 feet







*The Site line above (red dashed line) depicts the view from the second story window  
Of the current home located approximately 500' from the facility. The green mound in the center  
Of the diagram is a planted berm required by deed restriction.*

The brush and compost pad are being located on part of a 34 acre parcel of land the Town purchased for a Town Garage complex when it believed the current location would be sold for redevelopment. The land is suited for multiple uses and the Compost & Brush area is just one of the potential future uses. The location diagrams to date are conceptual. The challenge with the site is obviously the distance from Tuttle Road. At nearly 1,500', the location of the new site requires a road to allow for two way traffic. Utilities are not contemplated at this time, nor is paving.

Investment in costly utilities will only come as future demands for development on this property occur. This property is located in the Town's designated growth area and is close to natural gas, town water & sewer. The current access road will allow for future utilities.



## **How Do We Pay This?**

The Finance Committee has been looking at these projects for some time and have developed a Bond Reserve Fund to help lessen the impact of debt payments over time. Debt is added when other debt is retired and when other sources of funding such as TIF funds can be leveraged to make the project more budget neutral.

### **Basic Inputs**

We are a community with a property value of \$1.4 Billion. Everything we do is spread over that value to calculate tax rate and the annual property tax levy. Bonds with our credit rating have historically cost the Town of Cumberland \$80,000 for every million borrowed over a 20 year bond life cycle. So a 20 year Bond for \$7M would be 7 million X \$80,000 per million = \$560,000 per year.

\$560,000 divided by \$1.4 Billion divided multiplied by 1000 for mil rate impact (cost per thousand of value) =

$$\frac{\$560,000}{\$1,400,000,000} \times 1,000 = \$00.40 \text{ per thousand} \quad \$408,000 \text{ home} \times \$0.40 = \$163.36 \text{ per year}$$

A Lease Purchase with MSAD 51 would lower this cost by about \$00.12 per thousand as the \$160,000 per year from the MSAD would go to pay for their portion of the new garage (if they choose to stay here). With the MSAD, about 71% of the cost of everything is paid for by the Town of Cumberland and 29% by the Town of North Yarmouth.

Then how debt is ramped up to lessen the impact and how best to use Debt Reserve funds is looked at and discussed each year during Finance Committee meetings and annual budget deliberations.

This was the impact over the next several budget cycles:

FY	CURRENT DEBT	PROJECTED ADDTL	Total GF Projection	Add (Use) Debt Svc Rsrv	Projection w DSR	GF Budget Impact		
	Current GF	\$5M Bond						
FY19	\$1,044,850		\$1,044,850	(\$75,826)	\$969,024			
FY20	\$1,074,324	\$62,500	\$1,136,824	(\$141,824)	\$995,000	\$25,976		
FY21	\$1,140,894	\$371,875	\$1,512,769	(\$417,769)	\$1,095,000	\$100,000	\$0.08	FY21
FY22	\$1,167,874	\$365,625	\$1,533,499	(\$363,499)	\$1,170,000	\$75,000	\$0.06	FY22
FY23	\$1,153,049	\$359,375	\$1,512,424	(\$267,424)	\$1,245,000	\$75,000	\$0.06	FY23
FY24	\$968,857	\$353,125	\$1,321,982	(\$1,982)	\$1,320,000	\$75,000	\$0.06	FY24
FY25	\$915,166	\$346,875	\$1,262,041	\$132,959	\$1,395,000	\$75,000	\$0.06	FY25
FY26	\$889,880	\$340,625	\$1,230,505	\$209,495	\$1,440,000	\$45,000	\$0.03	FY26
FY27	\$857,867	\$334,375	\$1,192,242	\$292,758	\$1,440,000	\$0		
FY28	\$842,222	\$328,125	\$1,170,347		\$1,170,347		\$0.26	
FY29	\$796,932	\$321,875	\$1,118,807		\$1,118,807			
FY30	\$781,931	\$315,625	\$1,097,556		\$1,097,556			

Since the lease purchase would be applied to the \$2 million of school buildings, the cost and impact was factored on a \$5M bond versus a \$7 million dollar bond to show actual tax impact. Obviously the extra \$00.12 has to be paid somehow and using the 71% & 29% split we would ultimately see about \$00.085 reflected as an increase in our annual school assessment for education.

Tax bills in September 2020 (FY 21) will realize a tax increase for this bond issuance of approximately \$8 for every \$100,000 thousand home value - \$408,000 or \$32.64 for the average valued home.

Since the Finance Committee looks at this fund at the end of every fiscal years and tries to add money to further lessen future impacts, the actual impact will most like be much less. Being very conservative, if no monies were added to this reserve fund, the full impact of the bond would be \$114.24 per year. Each year however we have added more value and as more value is added the impact to all taxpayers is lessened.

# BOND ORDER

**CUMBERLAND TOWN COUNCIL ORDER  
AUTHORIZING THE ISSUANCE OF  
GENERAL OBLIGATION BONDS AND NOTES**

**WHEREAS**, the Town desires to issue its general obligation bonds in an aggregate principal amount not to exceed \$7,000,000 and to appropriate the proceeds thereof to finance the Project described in this Order;

**NOW, THEREFORE**, be it voted, resolved, and ordered by the Town Council of the Town of Cumberland, Maine:

**Section 1: Appropriation.** **The sum of up to \$7,000,000** is hereby appropriated, from the proceeds of the Bonds and Notes herein authorized, to finance costs of the following: 1.) \$1,400,000 for a new ladder truck for the Cumberland Fire Department; 2.) \$5,150,000 for improvements to the Public Works facility located at Drowne Road including a wash bay, locker rooms, a lunch room, sand and salt storage, compost and brush pad, mechanic's bays, and restoration of the lot; 3.) \$150,000 for the construction of a senior center and food pantry at 290 Tuttle Road 4.) \$150,000 for improvements to Town Hall related to the conduct of elections; and 5.) Renovations to Town Hall for the Police Department, and which Bonds and Notes may also finance costs of issuance of the Bonds and Notes and capitalized interest of up to three years on the Bonds and Notes (the "Project").

**Section 2: Authorization of Bonds.** For the purposes of financing the aforesaid appropriation, pursuant to the Town Charter and all other authority thereto enabling, there is hereby authorized and approved the issuance of the general obligation bonds (the "Bonds") of the Town in an aggregate principal amount not to exceed \$7,000,000. The Bonds shall be designated "Town of Cumberland, Maine, 2019 General Obligation Bonds." The proceeds of the Bonds and any Notes in anticipation thereof shall be used to finance the costs of the Project.

**Section 3: Authorization of Notes.** The Treasurer is authorized to borrow money in anticipation of said Bonds by the issuance and sale of notes or renewal notes in anticipation thereof (the "Notes"). Any notes issued in anticipation of the Bonds shall be designated "Town of Cumberland 2019 General Obligation Bond Anticipation Notes."

**Section 4: Interest Rates and Details.** The Treasurer is authorized to determine the date(s), form(s), interest rate(s) (which interest rate may be a fixed rate or a variable rate or some combination of the two), maturities and all other details of each issue of the Bonds and the Notes, including the form and manner of their sale and award. The Bonds and any Notes shall mature at the times and shall be in the amounts, and be dated as of such date, bear interest at the rate or rates and be in such form and contain such terms and provisions (including but not limited to early redemption provisions, if any) as the Treasurer may hereafter determine or authorize.

**Section 5: Redemption; Execution.** The Treasurer is authorized to provide that any of the Bonds and Notes be made callable, with or without premium, prior to their maturity, and each Bond or Note issued hereunder shall be signed by the Treasurer, shall be countersigned by the Chair of the Town Council, and shall be sealed with the seal of the Town, attested to by its Clerk.

**Section 6: Financial Advisor; Underwriter.** The Treasurer is authorized to select a municipal advisor and/or an underwriter for the Bonds and Notes, and the Treasurer of the Town is authorized and empowered to execute and deliver such contracts or agreements as may be necessary or appropriate in connection therewith.



**Section 7: Official Statement.** The Treasurer is authorized to prepare, or cause to be prepared, a Notice of Sale and/or a Preliminary Official Statement and an Official Statement for use in the offering and sale of the Bonds and/or Notes, such Notice of Sale, Preliminary Official Statement and Official Statement to be in such form and contain such information as may be approved by the Treasurer, with the advice of the bond counsel for the Town, and that the distribution of the Notice of Sale and/or Preliminary Official Statement and the Official Statement in the name of and on behalf of the Town in connection with offering the Bonds and/or Notes be and hereby is approved.

**Section 8: Transfer Agent.** The Treasurer is authorized to select the registrar, paying agent and transfer agent (the "Transfer Agent") for the Bonds and Notes and to execute and deliver such contracts and agreements as may be necessary or appropriate to secure their services.

**Section 9: Registration.** The Bonds and Notes shall be transferable only on registration books of the Town kept by the transfer agent, and said principal amount of the Bonds or Notes of the same maturity (but not of other maturity) in the denomination of \$5,000 or any multiple thereof (or such other minimum denomination as the Treasurer shall establish) upon surrender thereof at the principal office of the transfer agent, with a written instrument of transfer satisfactory to the transfer agent duly executed by the registered owner or his attorney duly authorized in writing. Upon each exchange or transfer of a Bond or Note the Town and the Transfer Agent shall make a charge sufficient to cover any tax, fee or any other governmental charge required to be payable with respect to such exchange or transfer, and with respect to such exchange or transfer, and subsequent to the first exchange or transfer, the cost of preparing new Bonds or Notes upon exchanges or transfer thereof to be paid by the person requesting the same.

**Section 10: Book Entry.** The Treasurer is authorized to undertake all acts necessary to provide, if deemed necessary or appropriate by the Treasurer in his discretion, for the issuance and transfer of such Bonds and Notes in book-entry form pursuant to the Depository Trust Company Book-Entry Only System, as an alternative to the provisions of the foregoing Order above regarding physical transfer of Bonds and Notes, and the Treasurer is authorized and empowered to enter into a Letter of Representation or any other contract, agreement or understanding necessary or, in his opinion, appropriate in order to qualify the Bonds or Notes for and participate in the Depository Trust Company Book-Entry Only System.

**Section 11: Exchanges and Transfers.** The Treasurer and Chair of the Town Council from time to time shall execute such Bonds or Notes as may be required to provide for exchanges or transfers of Bonds or Notes as heretofore authorized, all such Bonds or Notes to be executed as above described, and in case any officer of the Town whose signature appears on any Bond or Note shall cease to be such officer before the delivery of said Bond or Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery thereof.

**Section 12: Tax-Exempt Bond Covenants.** The Treasurer is authorized to covenant and certify on behalf of the Town that no part of the proceeds of the issue and sale of the Notes or the Bonds authorized to be issued hereunder shall be used directly or indirectly to acquire any securities or obligations, the acquisition of which would cause such Notes or Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and that no part of the proceeds of the issue and sale of such Notes or Bonds (including any notes and bonds in renewal thereof) shall be used, directly or indirectly, in such manner which would cause the Notes or Bonds to be "private activity bonds" within the meaning of Section 141 of the Code.

To the extent permitted under the Code, the Treasurer is authorized to designate any of the

Bonds or Notes authorized to be issued hereunder as qualified obligations for purposes of Section 265(b) of the Code.

The Treasurer is authorized to covenant and agree, on behalf of the Town, for the benefit of the holders of the Bonds and Notes, that the Town will file any required reports and take any other action that may be necessary to ensure that interest on the Bonds and Notes will remain exempt from federal income taxation, and that the Town will refrain from any action that would cause interest on the Bonds or Notes to be subject to federal income taxation.

**Section 13: Continuing Disclosure.** The Treasurer is authorized to covenant, certify and agree, on behalf of the Town, for the benefit of the holders of the Notes or Bonds, that the Town will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to insure that the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, if applicable, are met.

**Section 14: Town Officials.** If any of the officers or officials of the Town who have signed or sealed the Bonds or Notes shall cease to be such officers or officials before the Bonds or Notes so signed and sealed shall have been actually authenticated or delivered by the Town, such Bonds or Notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such Bonds or Notes had not ceased to be such officer or official; and also any such Bonds or Notes may be signed and sealed on behalf of the Town by those persons who, at the actual date of the execution of such Bonds or Notes, shall be the proper officers and officials of the Town, although at the nominal date of such Bonds or Notes any such person shall not have been such officer or official.

**Section 15: Deputy Officials.** If the Treasurer, Chair of the Town Council or Clerk are for any reason unavailable to approve and execute the Bonds or Notes or any of the related financing documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.

**Section 16: Other Actions.** The Treasurer, Chair of the Town Council, Clerk and other appropriate officers of the Town are hereby authorized and empowered to do all such acts and things, and to execute, deliver, file, approve, and record all such financing documents, contracts, deeds, assignments, certificates, memoranda, abstracts, and other documents as may be necessary or advisable, with the advice of counsel for the Town, including but not limited to any certificates, bond insurance agreements, notices of sale and other documents as may be necessary or appropriate in connection with the sale of the Bonds and Notes and any letter of credit agreement or liquidity facility agreement necessary to the issuance of any Bonds or Notes, to carry out the provisions of the resolutions heretofore adopted at this meeting in connection with the Project, the execution, sale, and delivery by the Town of the Bonds and Notes and the execution and delivery of any related financing documents.

**Section 17: Costs; Reallocation.** The term “cost” or “costs” as used herein and applied to the Project, or any portion thereof, includes, but is not limited to (1) the purchase price or acquisition cost of all or any portion of the Project; (2) the cost of construction, building, alteration, enlargement, reconstruction, renovation, improvement, and equipping of the Project; (3) the cost of all appurtenances and other facilities either on, above, or under the ground which are used or usable in connection with the Project; (4) the cost of landscaping, site preparation and remodeling of any improvements or facilities; (5) the cost of all labor, materials, building systems, machinery and equipment; (6) the cost of land, structures, real property interests, rights, easements, and franchises acquired in connection with the Project; (7) the cost of all utility extensions and site improvements

and development; (8) the cost of planning, developing, preparation of specifications, surveys, engineering, feasibility studies, legal and other professional services associated with the Project; (9) the cost of environmental studies and assessments; (10) the cost of financing charges and issuance costs, including premiums for insurance, interest prior to and during construction and for a period not to exceed three (3) years from the issue date of the Bonds or Notes, underwriters' fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses relating to the financing transaction; and (11) the cost of all other financing authorized hereunder, whether related or unrelated to the foregoing. In the event that any proceeds of the Bonds or Notes remain unspent upon completion of a Project, or if the Town abandons a Project, the Town reserves the right to reallocate unspent proceeds to the costs of other qualified projects approved, or to be approved, by the Town Council, or to apply unspent proceeds to the payment of debt service on the Bonds or the Notes.

**Section 18: Tax Levy.** In each of the years during which any of the Bonds or Notes issued hereunder are outstanding, there shall be levied a tax in an amount which, with other revenues, if any, available for that purpose, shall be sufficient to pay the interest on said Bonds or Notes, payable in such year, and the principal of such Bonds or Notes maturing in such year (except in the case of Notes to be refunded in that year by the issuance of Bonds).

**Section 19: Consolidation.** Any or all of the Bonds or Notes issued hereunder may be consolidated with and become a part of any other issue of temporary notes or general obligation bonds authorized to be issued by any previous or subsequent Order of the Town Council of the Town of Cumberland.

**Section 20: Investment Earnings; Premium.** The investment earnings on the proceeds of the Bonds and Notes, if any, and the excess proceeds (including any premium on the sale) of the Bonds and Notes, if any, be and hereby are appropriated for the following purposes, such proceeds to be held and applied in the following order of priority: (a) to any costs of the Project in excess of the principal amount of the Bonds or Notes; and (b) in accordance with applicable terms and provisions of the Arbitrage and the Use of Proceeds Certificate delivered in connection with the sale of the Bonds or Notes.

**Section 21: Reimbursement.** It is the intent of the Town Council that this Bond Order shall constitute the Town's declaration of official intent within the meaning of Treasury Regulation 1.150-2 to pay, on an interim basis, costs of the Project in an amount up to the principal amount of the Bonds to be issued, which costs the Town reasonably expects to reimburse with proceeds of the Bonds or Notes.

*Add Town Clerk's Signature for Copy*

# ADDITIONAL SUPPORT INFORMATION





## TOWN OF CUMBERLAND

TO: William Shane, Town Manager

FROM: Tammy O'Donnell, Town Clerk

DATE: June 24, 2019

SUBJECT: Polling Place Expansion

I am writing this memo in explanation for a request for expansion of the Town Council Chambers as our Polling Place for the Town of Cumberland.

I will outline the many reasons that I feel the expansion is needed as soon as possible.

### Title 21-A §627

1. General Layout. The voting place must be arranged so that the ballot box is within view of persons present. Each voting booth must be arranged so that those outside the guardrail enclosure can see who enters and leaves it.
2. Guardrail. A guardrail must be constructed so that only those inside its enclosure can approach within 6 feet of the ballot box and voting booths.
3. Minimum size of polling place; complaint to Secretary of State. Municipalities must provide a polling place large enough to allow at least one worker from each political party to remain outside the guardrail enclosure as a pollwatcher. If the municipality uses an incoming voting list for a polling place that is divided into separate segments by voting district or by the alphabetic listing of voters' names, then the municipality must allow at least one worker from each political party to remain outside the guardrail enclosure as a pollwatcher at each separate segment of the voting list. Additional party workers and others are allowed if there is sufficient space at the polling place. If the space at the polling place is so limited that the presence of the additional party workers and others would interfere with the election process, the warden shall prohibit their presence. If the chair of any party's state committee submits a written complaint to the Secretary of State at

least 60 days before an election, the Secretary of State shall authorize an inspection of the polling place considered to be too small to allow party workers access. If the Secretary of State finds a polling place considered to be too small to allow party workers access, the Secretary of State shall instruct the municipal officers to change to location of the polling place to one of a suitable size. The municipal officers shall advertise the change of the polling place at least 3 times in the daily or weekly newspaper, or both, that covers the area. (We have room for two chairs only, there are three parties).

Title 21-A §629.

1. The municipal officers of each municipality shall provide a sufficient number of voting booths for each election. Those municipalities using voting machines must comply with section 811, subsection 4.
  - a. In a general election, the municipal officers in each municipality must provide at least one voting booth for each 200, qualified voters in each voting place.
  - b. In every election, the municipal officers shall provide at least one voting booth in each voting place that is accessible for persons with disabilities. The accessible voting booth may be used to meet the minimum requirements under paragraph A, except that it may not be the only voting booth used at the polling place.

The sections of law that I have referenced above are several of the reasons why I am concerned about our current space. We have tried for several years, to reconfigure the council chambers, unsuccessfully, to accommodate our growing number of voters.

The first area of importance is the incoming tables. We currently only have space to have two incoming tables for voters to check in. If it is possible to have three or four check in tables, it will expedite the check-in process, therefore accelerate the voting process for more people.

I have gathered some very important numbers for informational purposes. The number of registered voters for the following years:

2014	-	6,034
2015	-	6,274
2016	-	6,290
2017	-	6,776 (after Presidential election)
2018	-	6,722
2019	-	7,010

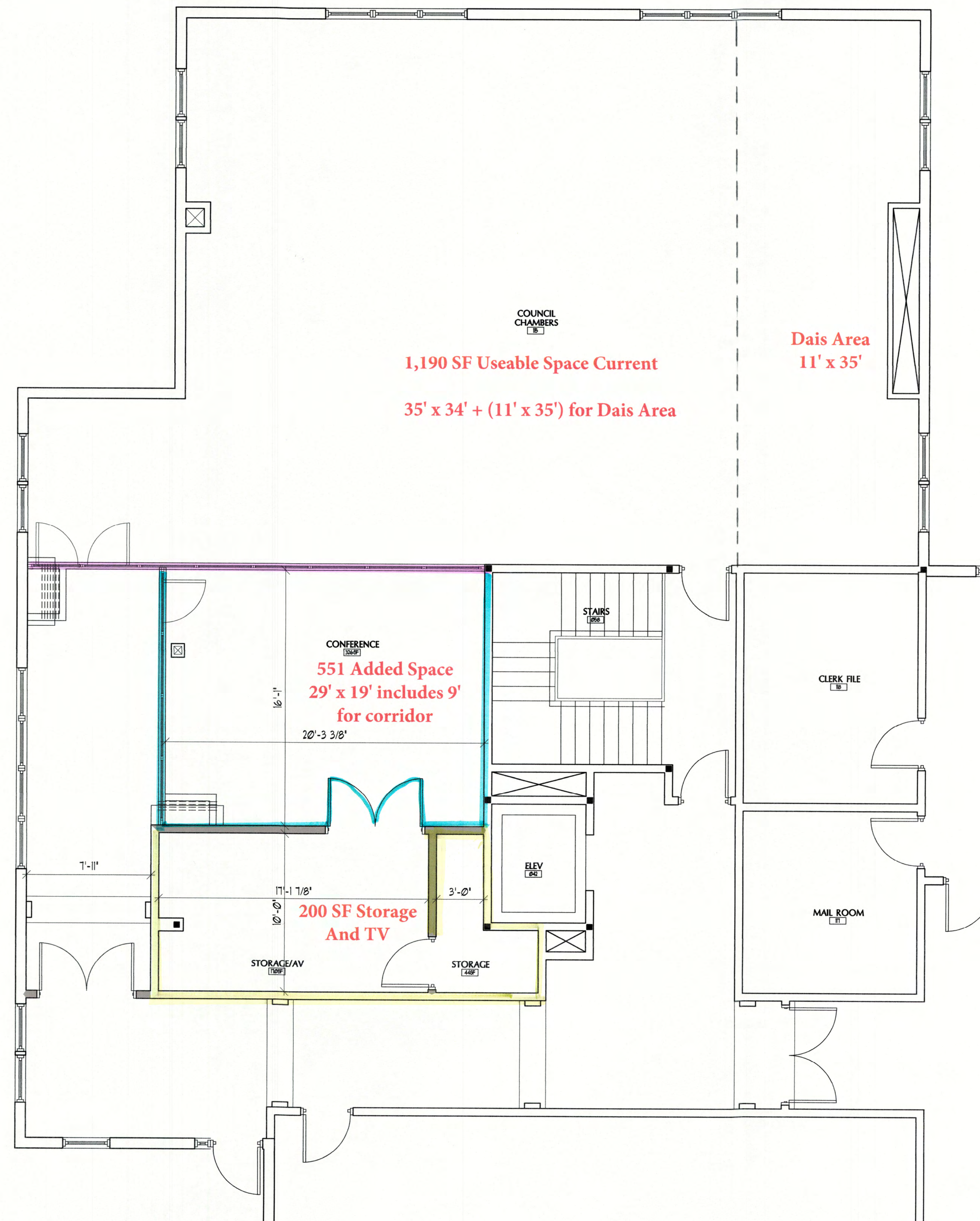
As you can see, we have seen an increase of almost 1,000 registered voters in the last five years. We legally need 35 booths, we have 36. I assure you that with the upcoming elections, we will have somewhere in the neighborhood of 300-400 new registrations.

We will need to have another set of booths and we currently do not have the space for them. We have, what I believe, will be another historically large Presidential election in 2020. This will be the first time that we have had a March Presidential Primary for many years, and as a result, I believe that it will be another huge turnout. It will be necessary for both of these elections to use additional machines. We simply do not have the space for them at this time. I know that many of you waited in the lines for the June, 2018, primary elections. We had never had lines like we had at that election. We had 4 ballots, we had 6 machines, and it was the first election with Rank Choice voting and the machines are just not as fast as our previous ones were.

We have reviewed various other options throughout town; we have visited the fairgrounds, and we have also visited the high school. I believe we have done our due diligence in searching for suitable, viable alternative locations.

The question “why don’t you split into two voting districts”, will be posed. A decision to split our polling place into two districts raises many concerns and issues for me. First and foremost, ballot security. We would have to transport equipment and supplies to a different location. Second, we would have to advertise for election workers, as we do not have enough to staff two locations, and we would be doubling our costs. We would need to divide up staff members to work at different locations, which is never a good idea. We have the ability to have everyone at one central location, with all of our equipment, our IT staff on site as well as our facilities manager. The probability of something happening during an election, increases substantially when you introduce outside elements (ballots leaving the building, equipment leaving the building, etc.). I am not in favor of multiple polling places as a solution to our shortage of space. The movement in the State of Maine has been for more cities and towns to consolidate into a single polling place. The City of Bangor has consolidated into a single polling place within the last several years, the City of Portland has successfully managed to shrink from eleven to seven polling places. I truly believe it is in the best interest of the Town to maintain a single polling location.





- Council Room Folding Wall
- New Conference Room Folding Wall (former TV Room)
- New Storage & TV Recording Area

1,741 SF Usable Voting Area - 32% Increase

1 voting booth for every 200 people Required by Law  
Added Space = 24 booths or 4,800 voters

New Area will:

- + Allow Flexibility for Space
- + Allow for more voters and continued voting at Town Hall
- + More area for processing
- + More Room for Intake- More lines for Check-In
- + Additional Exit Machines

\$150,000 or \$272 / SF

Proposed Floor Plan

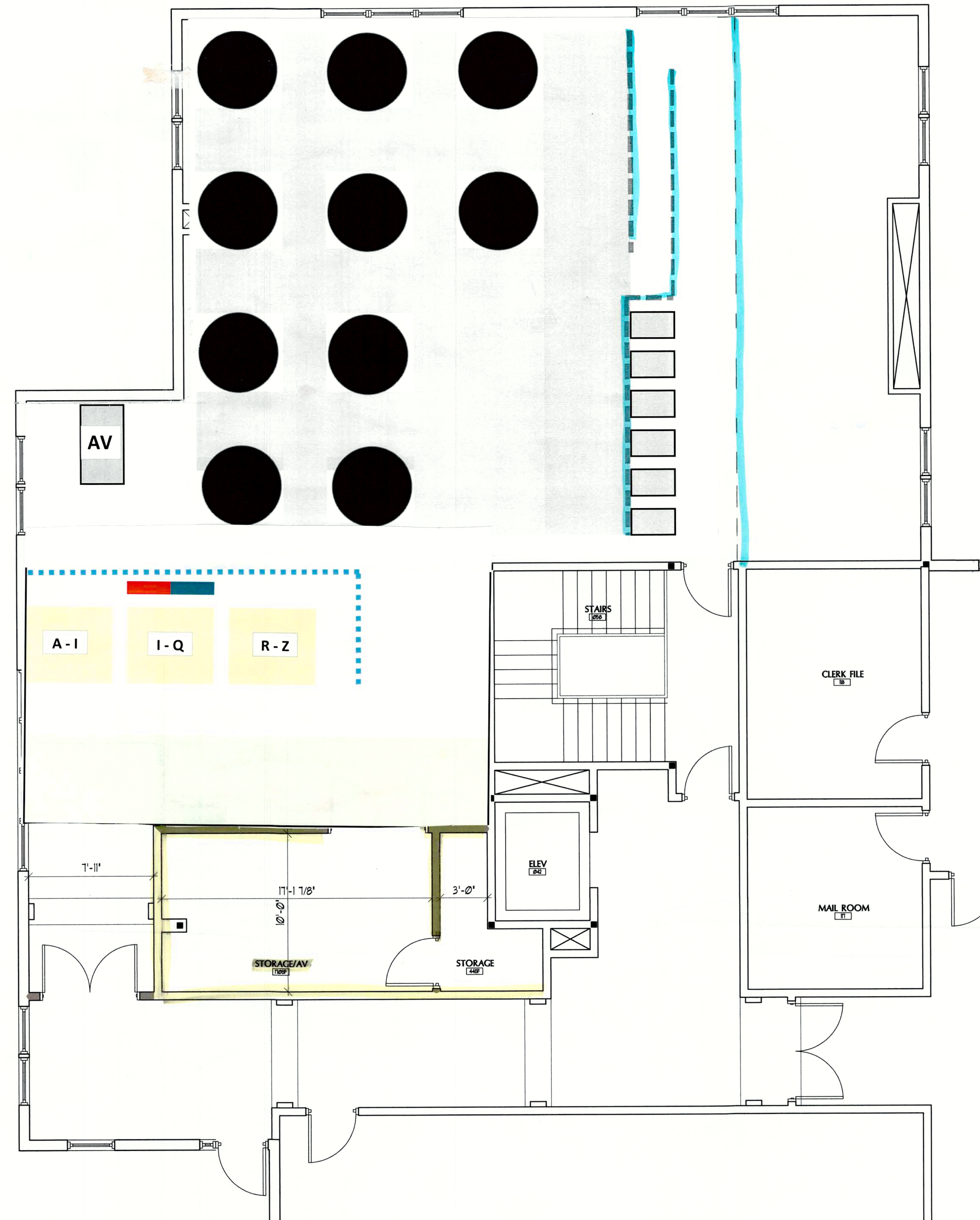
Cumberland Maine

Cumberland Town Hall

January 4, 2019 1/4" = 1'-0"  
Proposed Floor Plan







- Council Room Folding Wall
- New Conference Room Folding Wall (former TV Room)
- New Storage & TV Recording Area

Proposed Floor Plan

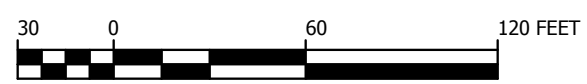
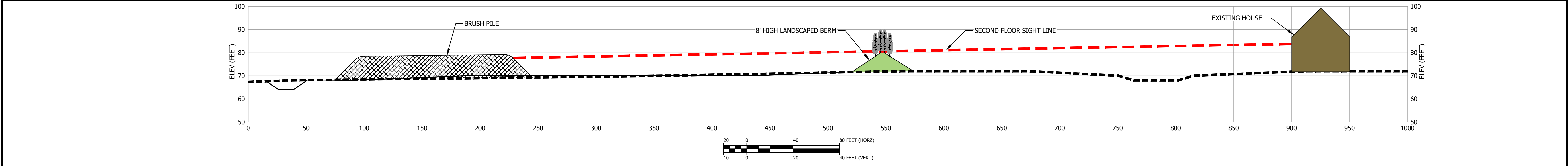
Cumberland Maine

Cumberland Town Hall

January 4, 2019 1/4" = 1'-0"  
Proposed Floor Plan







COMPOST PAD RELOCATION  
TUTTLE ROAD  
CUMBERLAND, MAINE

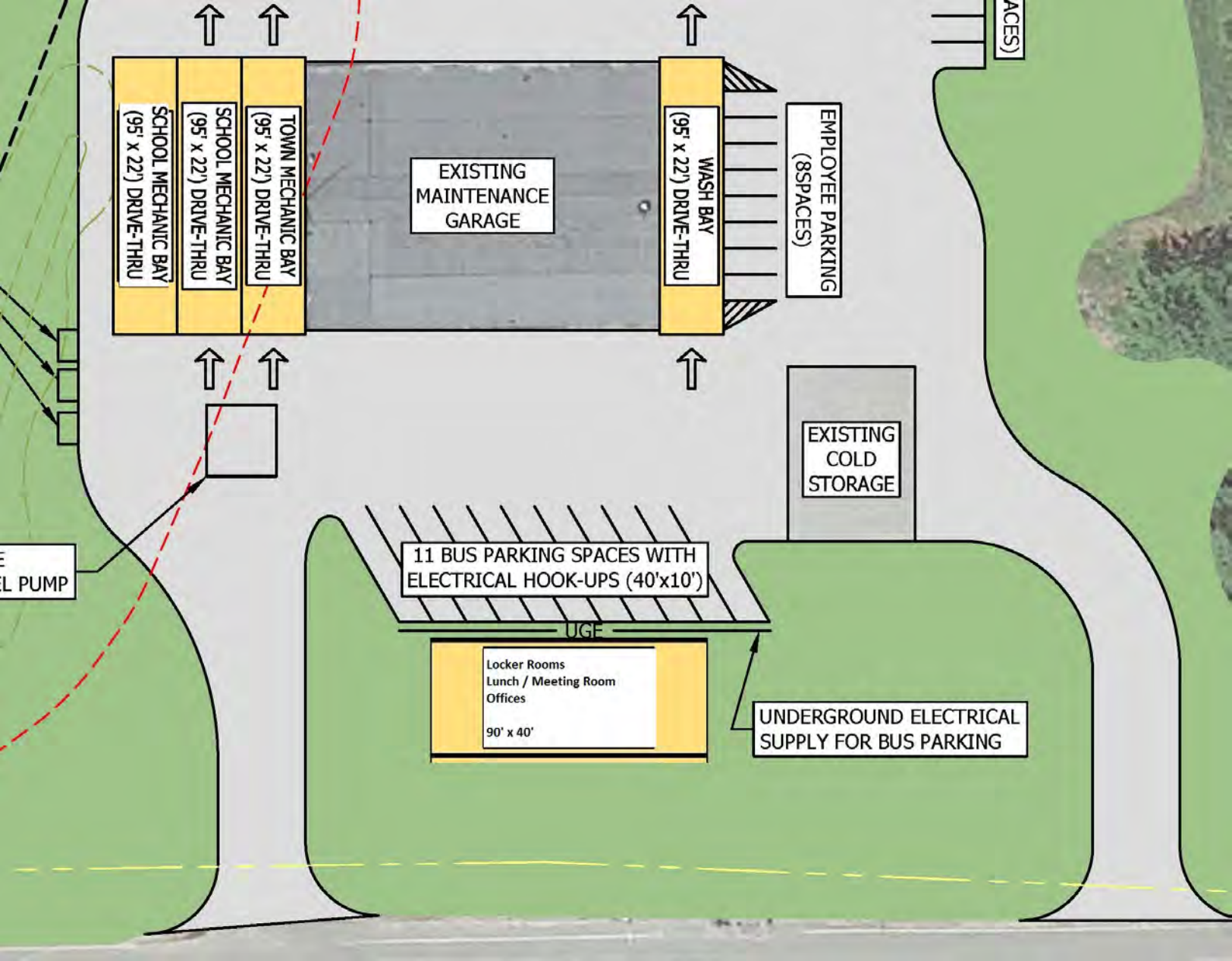
**SME**  
Sevee & Maher Engineers, Inc.

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE  
4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021  
Phone: 207.829.5016 • Fax: 207.829.5692 • www.smemaine.com









ACES)

EXISTING  
MAINTENANCE  
GARAGE

TOWN MECHANIC BAY  
(95' x 22') DRIVE-THRU

SCHOOL MECHANIC BAY  
(95' x 22') DRIVE-THRU

SCHOOL MECHANIC BAY  
(95' x 22') DRIVE-THRU

WASH BAY  
(95' x 22') DRIVE-THRU

EMPLOYEE PARKING  
(8SPACES)

EXISTING  
COLD  
STORAGE

11 BUS PARKING SPACES WITH  
ELECTRICAL HOOK-UPS (40'x10')

Locker Rooms  
Lunch / Meeting Room  
Offices  
90' x 40'

UNDERGROUND ELECTRICAL  
SUPPLY FOR BUS PARKING

E  
L PUMP





# Cumberland Police Department

Cumberland Maine Town Hall

December 14, 2018

**Preliminary Design Report**  
prepared by



DRAFT 12.14.18





65 Newbury Street, Portland, ME 04101 • 207.761.9000 • [www.portcityarch.com](http://www.portcityarch.com)

# Town of Cumberland

## Police Station Preliminary Design Report

**DRAFT 12.15.18**

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## **Executive Summary**

In the fall of 2018, Port City Architecture was hired by the Town of Cumberland, Maine to investigate possible improvements to the current police facility and to satisfy the needs of the police department. After Town Interviews and local research it was determined that the best approach is to renovate the existing facility, improve facility layout and include the addition of a detached “Pole” barn style (4) bay garage.

In the report that follows, the project is presented and analyzed from feasibility, cost, and time-frame standpoints. Subsequent sections will provide an overview of the construction costs, as well as the projected total project costs and timeframes for implementation of the plan. This project approach is also supported with conceptual floor plans. The project as currently shown in this report are based on 2018 market conditions.

Renovation costs are estimated as follows:

Raw construction cost:	<b>\$750,000</b>
HVAC Upgrade	<b>\$150,000</b>
Plumbing/Fire Sprinkler	<b>\$30,000</b>
Pole Barn Garage	<b>\$85,000</b>
Construction Estimating Contingency	<b>\$101,500</b>
Other soft costs, owner costs, and contingencies	<b>\$517,704</b>
<b>Total project Cost:</b>	<b>\$1,634,204</b>





## **Introduction / Existing Conditions**

During a review of the current facility, it was observed that the current facility was not being efficiently used as a police facility. The existing facility, located on the rear ground floor of the Town Hall, was originally designed to house an EMS/Rescue team as well as the Police department. As EMS/Rescue was moved from this facility, the police department moved into the unoccupied offices and garages. The town food bank and Rehab departments also began occupying the unused spaces. This led to a fractured police department with no clear efficient plan/layout for the station. Different departments were spread out and evidence and security could be compromised in many locations with the addition of public services within attached spaces. Currently, members of the public have access to most of the spaces occupied by the Police Department. It was also observed that most (if not all) of the administrative spaces are in need of renovations and repairs. The facility is showing its need for renovation, and the repairs range from minor cosmetic updating of finishes, to major a rework of the existing floor plan.

The Mechanical/HVAC system is currently underperforming for the amount of space it is currently tasked with Heating and cooling and an upgrade/replacement is suggested. The existing plumbing in the facility will also need to be updated to accommodate the additional plumbing needs. The existing electrical system will require minor modifications but no major rework.

Port City Architecture met with the Police department and the town to create a list of needs for the Police department that need to be included in any future renovations.

## **Analysis of Current Essential Needs**

In order for the Police Department to function now and into the future, the department requires these issues to be resolved:

- Additional administrative spaces including offices, working desks and conference rooms are required.
- Additional secure and private Interview rooms for interrogations and witness interviews.
- A Secure Intoxication and OUI Testing room
- Secure booking room with holding bench
- Additional sally ports to bring in suspects as well as for patrol car maintenance
- Secure Parking for impounded vehicles and Police parking
- Secure Evidence storage and Evidence processing
- Public access to Training room and fitness room without breach of secure police areas

## **Analysis of Improvements**

During the initial needs assessment process, it quickly became apparent that the current facility needed repairs and upgrades to spaces and systems. Also, the town would like a building that will sustain the needs of the community for years to come.

Through conversations with the police Chief as well as the town, program requirements were determined to be:

### **Floor Plan/Layout:**

- 6 individual administrative offices
- Additional conference room

- Dedicated patrol room with space for 10
- Dedicated evidence lab and evidence storage
- Public training room and fitness room with secure Police access
- Renovate existing male/female locker rooms with larger lockers
- Dedicated booking room
- Dedicated break room
- Additional garage bay
- Increase storage – General
- Detached “pole” barn style garage with 4 bays for impounded cars and misc. storage
- A garage bay for the maintenance department

#### **HVAC (examined and comments by Kurt Magnusson PE of Mechanical Systems Engineers)**

- The existing HVAC/Mechanical system will not be able to operate comfortably in its present configuration. This type of system is either in cooling or heating mode and cannot maintain comfort conditions no matter how many things are "tweaked". The proposed renovation layout will only make the situation worse. The current system only has 7 zones of HVAC and the new layout will require at least 10 zones as well as the ability to simultaneously heat and cool in all the zones. There are various HVAC systems that will provide simultaneous heating and cooling. Based on the fact that the existing HVAC equipment appears to be in good condition and the existing VAV system can have zones added to it, it is recommended to work with the existing systems. Three additional zones would be added and each VAV zone would have a hot water reheat coil added. Also, hot water heating only zones would be added to some areas such as at entry ways. A gas-fired hot water boiler and piping to the reheat coils would be added to provide heating as well as provide the additional domestic hot water.

#### **Plumbing/Fire Sprinkler (examined and comments by Kurt Magnusson PE of Mechanical Systems Engineers)**

- With Additional plumbing requirements with the new floor plan, the plan will need to increase the hot water capacity. This may be accomplished with a boiler that will be provided with the upgraded HVAC system and this boiler can provide the needed domestic hot water.
- Some rearrangement of sprinkles will be required.

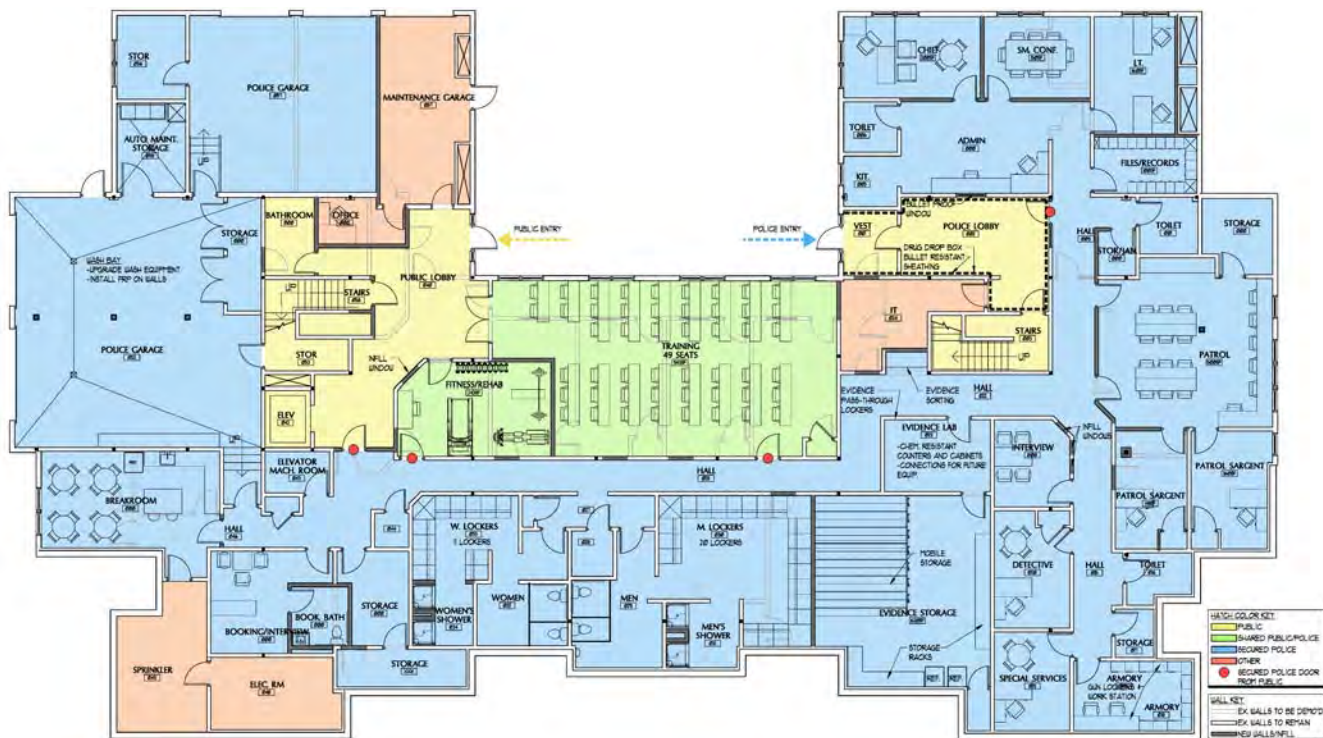
#### **Technology Improvements**

- Security Cameras interior and exterior
- Interview rooms monitoring/cameras
- Proximity card access
- Overhead radio alarm

#### **Proposed Design**

The new design is conceptually designed to meet the current state and local codes consisting of Lifesafety NFPA) and the International Building Code (IBC). The design is based on economical rework of the existing floor plan to accommodate the current and future needs of the police department. The interior plan of the building is designed to be efficient and functional for the police department and the town of Cumberland.





<SEE ATTACHED APPENDIX D>

The design team has made several assumptions in design and estimating. Due to this fact, there may be some measure of cost control that can occur during the design to meet any proscribed budget (lower or higher). Therefore, we have provided a median construction cost to give an idea of probable construction costs that might result from an open, competitive bidding situation. The current design reflects what we consider a median level of finishes and costs associated with renovations of these building types.

With the help and direction of Jon Sirois of Jewett Construction, the estimated costs for the entire project are based on the included plans and town requests. At 12,000 square feet of renovation, the raw construction costs are expected to be **\$930,000**. As shown in the attached cost estimate, a **total construction budget of \$1,116,500**.

### Project Soft Costs

Soft costs are those items that the owner provides prior, during or after construction activity that are typically required due to prevailing state or local building codes or occupancy requirements and often include a reserve used for unforeseen items. A list of these items can be seen in the project budgets and consist of items such as construction testing, design fees, permit fees and purchasing of equipment and furnishings outside of the general contract for construction.

For purposes of this estimate, design fees are shown based on the current matrix to establish design fees issued by the State of Maine, Bureau of General Services. The state median cost sets the percentage at **11%** assuming a public bid for construction process. Permitting fees have been estimated at **\$12,500** and include Planning Board and Site Plan reviews. Additional costs of various testing and permitting fees, equipment and fitting out spaces to occupant needs, work out to be a minimum of **\$466,856**. The town should review this information and consider additions, deletions and adjustments as the project might demand. Keep in mind that there should be an 8% to 10%

contingency in reserve based on the total project cost based on how much is known before construction begins. For the purposes of these conceptual estimates, the project soft costs including the contingency total approximately **\$517,704**

### **Total Project Costs**

Based on the items presented above we estimate the total probable project budget for construction and original equipping of the project to be **\$1,634,204**(including the contingency reserve).

The estimate above is based on today's market costs. The past few years have seen a major escalation in materials and labor costs. Typically we can expect a 3% to 5% rise in cost per year, however recent costs have risen much higher. The construction contingency will allow for these fluctuations to a certain extent, however, if the project is implemented after 2019 the Town of Cumberland should expect an increase in the costs presented and plan accordingly.

### **Project Timeline**

Once the Town of Cumberland has appropriated funds for this project, we estimate that that duration from time of issuance of RFP to the time that the town could assume use of the building to be from 10-12 months. This allows 2 months of design and document production, 2 months of bidding through a public bidding process and general contractor mobilization, and 6 months for construction. This timeframe is for conceptual use only, while some of these steps can run concurrently, unforeseen events like weather and material availability may delay the project. .

### **Conclusion**

After our thorough review of the existing facility, it is readily apparent that there are numerous deficiencies associated with the police department building which hinder the police personnel's ability to provide services to the Town of Cumberland and the surrounding area. The current building needs upgrading, repair, and renovations. The existing building layout is inefficient and is unable in its current configuration to provide the services needed for a police department for a town of this size.

This report concludes that the renovation of the existing building's layout will provide the Town of Cumberland and the Police department the tools it needs to serve the Town long into the future.

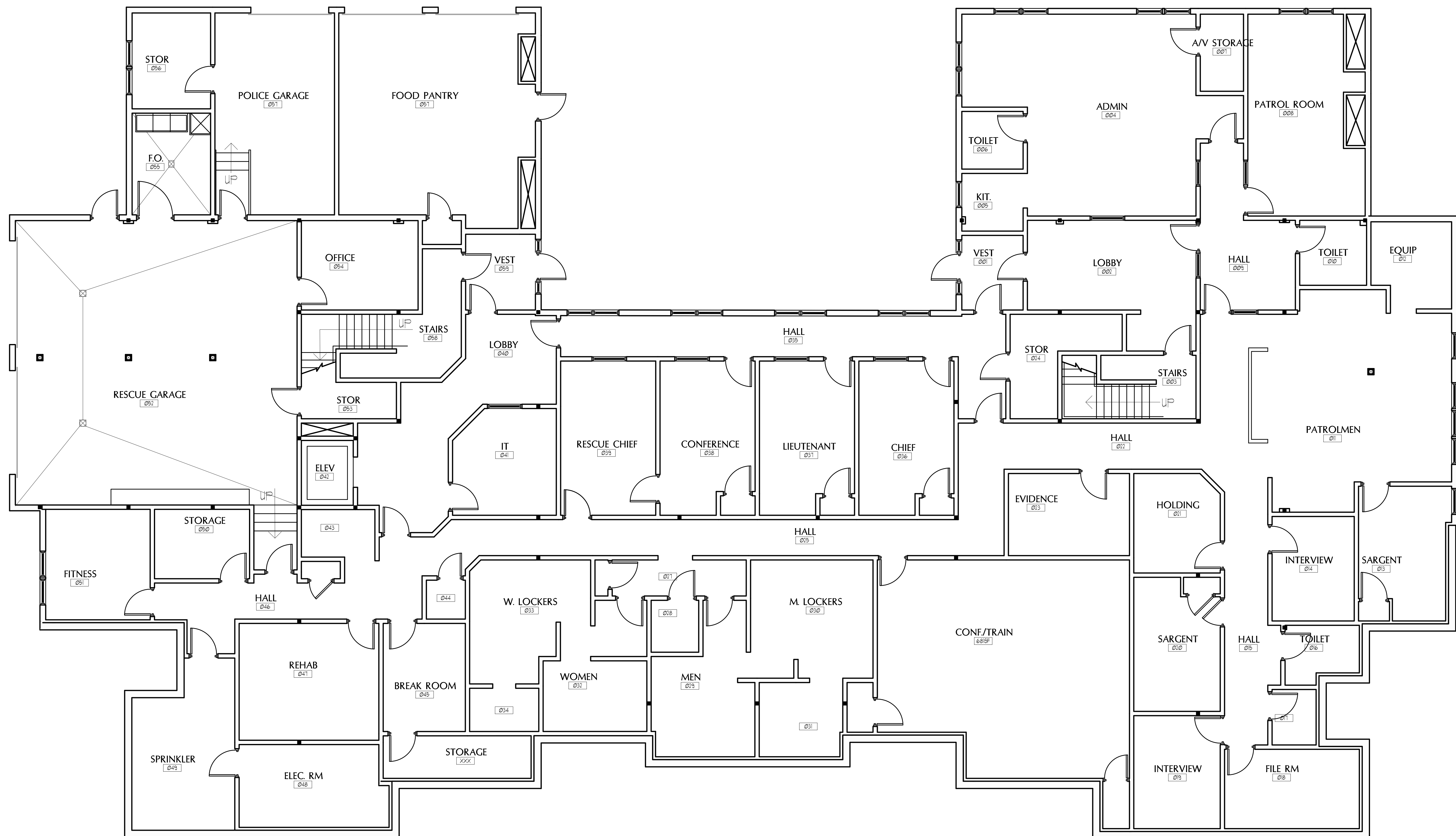


# Cumberland Police Station

## PRELIMINARY SPACE PROGRAM

10/4/2018

Room Description	Room Area (SF)	Admin # of Rooms	Admin Area (SF)	Circ # of Rooms	Circ Area (SF)	Gear # of Rooms	Gear Area (SF)	Pub # of Rooms	Pub Area (SF)	Supp # of Rooms	Support Area (SF)	Total # of Rooms	Total Area (SF)	Notes
<b>Police Station</b>														
Sally Port	1434	1	1434	0	0	0	0	0	0	0	0	1	1434	Existing SF (3) Bays
Armory	150	1	150	0	0	0	0	0	0	0	0	1	150	
Detective Area	200	1	200	0	0	0	0	0	0	0	0	1	200	
Detective Storage	50	1	50	0	0	0	0	0	0	0	0	1	50	
Breakroom	300	0	0	0	0	0	0	1	300	0	0	1	300	
Evidence Sorting	60	1	60	0	0	0	0	0	0	0	0	1	60	
Evidence Processing	120	1	120	0	0	0	0	0	0	0	0	1	120	
Evidence Storage	500	1	500	0	0	0	0	0	0	0	0	1	500	
Records	400	1	400	0	0	0	0	0	0	0	0	1	400	
Admin	320	1	320	0	0	0	0	0	0	0	0	1	320	
Booking	250	1	250	0	0	0	0	0	0	0	0	1	250	
Patrol	700	1	700	0	0	0	0	0	0	0	0	1	700	
Patrol SGT. Office	150	2	300	0	0	0	0	0	0	0	0	2	300	
Lieutenant Office	190	1	190	0	0	0	0	0	0	0	0	1	190	
Chief's Office	300	1	300	0	0	0	0	0	0	0	0	1	300	
Special Services	150	1	150	0	0	0	0	0	0	0	0	1	150	
Interview	80	2	160	0	0	0	0	0	0	0	0	2	160	
Vestibule	150	0	0	0	0	1	150	0	0	0	0	1	150	
Lobby	180	0	0	0	0	1	180	0	0	0	0	1	180	
Training	700	0	0	0	0	0	0	1	700	0	0	1	700	
Men's Locker	456	0	0	0	1	456	0	0	0	0	0	1	456	Existing SF
Women's Locker	375	0	0	0	1	375	0	0	0	0	0	1	375	Existing SF
Fitness	200	0	0	0	0	0	0	1	200	0	0	1	200	
Storage	500	0	0	0	0	0	0	1	500	0	0	1	500	
Rest Rooms	60	0	0	0	0	0	0	4	240	0	0	4	240	
Mechanical Room	209	0	0	0	0	0	0	1	209	0	0	1	209	Existing SF
Radiot/IT Room	60	0	0	0	0	0	0	1	60	0	0	1	60	
Janitor Room	150	0	0	0	0	0	0	1	150	0	0	1	150	
Electrical Room	160	0	0	0	0	0	0	1	160	0	0	1	160	Existing SF
<b>Totals</b>		<b>18</b>	<b>5,284</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>831</b>	<b>2</b>	<b>330</b>	<b>12</b>	<b>2,519</b>	<b>34</b>	<b>8,964</b>	
Circulation Factor												15%	1,345	
<b>Grand Total</b>												Program: 10,309		
												Existing Foot Print SF:		11948
												SF Left for other uses:		1,639
												Facilities Bay & Office, Rehab		

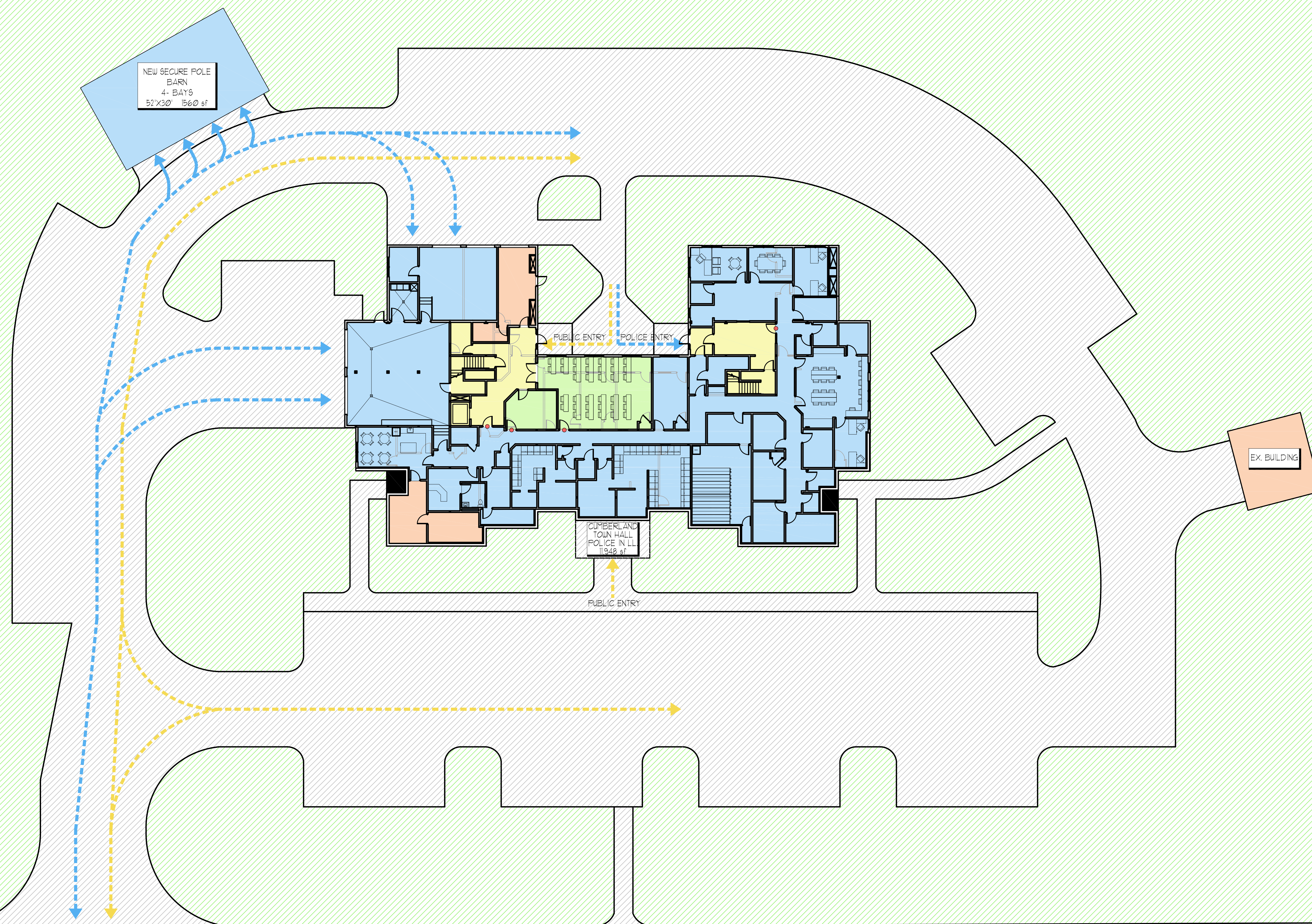


October 4, 2018      $\frac{3}{16}" = 1'-0"$   
Existing Floor Plan



Cumberland Maine  
Cumberland Police Department



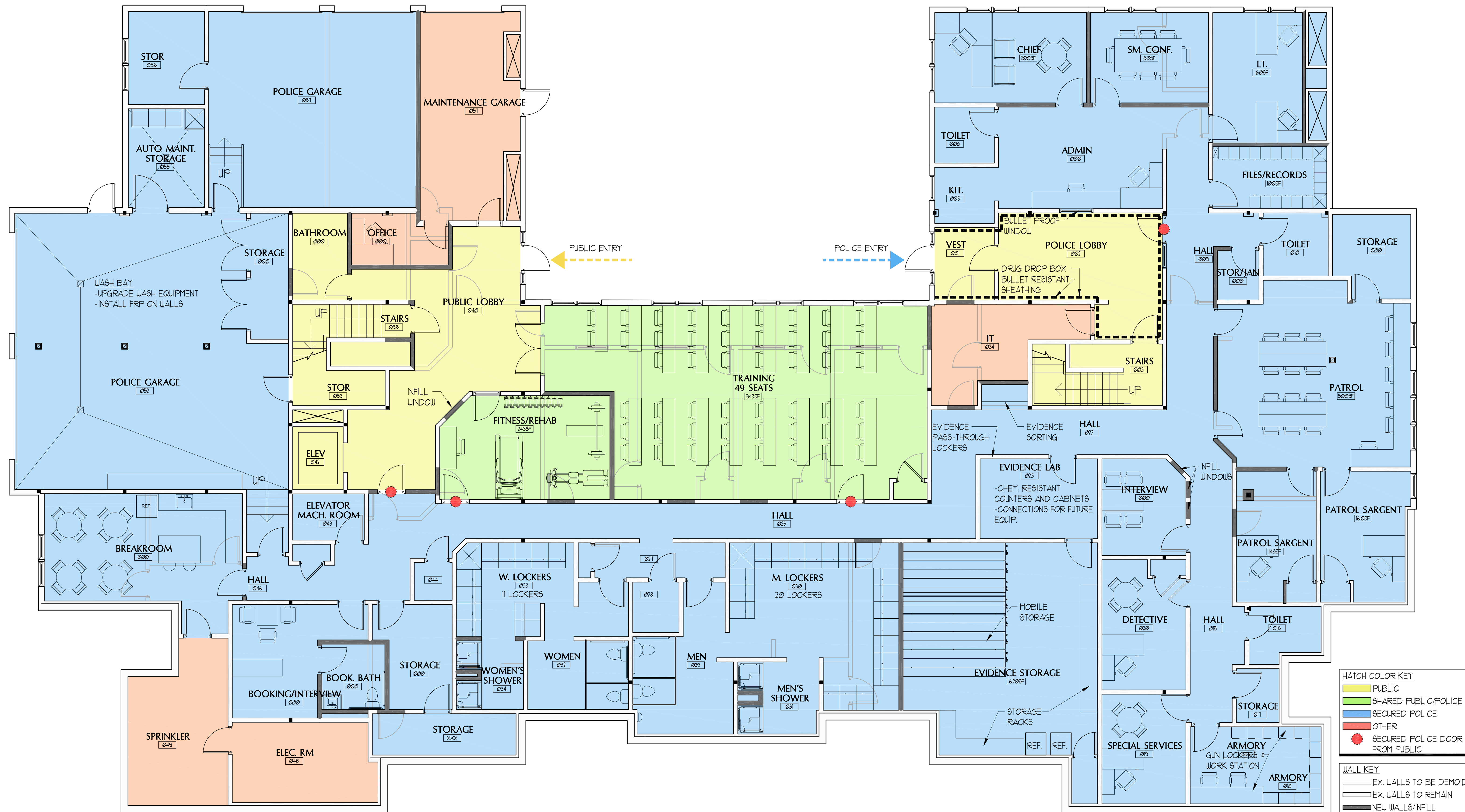


October 4, 2018       $\frac{1}{16}" = 1'-0"$   
**Proposed Site Plan**



Cumberland Maine  
Cumberland Police Department





October 25, 2018  $\frac{3}{16}'' = 1'-0''$   
 Proposed Floor Plan



Cumberland Maine  
 Cumberland Police Department



**Outline Specification**  
**Cumberland Police Station**  
**PRELIMINARY**

October 25, 2018



**PROCUREMENT AND CONTRACTION REQUIREMENTS**

**Division 0 – Procurement and Contracting Requirements**

Section

Conditions of Contract

00 22 00      Supplementary Conditions

**SPECIFICATIONS**

**Division 1 - General Requirements**

Section

01 11 00      Summary of Work  
                  The work consists of

01 29 00      Payment Procedures

01 73 29      Cutting and Patching  
                  Where removals occur, patch holes and areas of missing  
                  finish. Provide a smooth, continuous surface free of shadow  
                  lines.

01 50 00      Temporary Facilities  
                  Location and facilities to be determined at a later date.

**FACILITY CONSTRUCTION**

**Division 6 – Wood and Plastics**

Section

06 10 00      Rough Carpentry  
                  Provide utility shelving, backboards, wood furring, blocking  
                  and sheathing as required.

06 20 00      Finish Carpentry  
                  Provide Maple veneer ply & MDO panels & hardwood for  
                  standing and running trim to receive a clear finish including

shelving. For areas receiving a painted finish, use clear Poplar. See drawings for extent.

Provide fiberglass-reinforced panels (FRP) around the janitor sinks and other wet areas.

- 06 40 23 Interior Architectural Woodwork  
Provide casework and counter tops where indicated with a plastic laminate countertops. For the casework, provide a Maple or architectural approved equivalent veneer plywood.

## **Division 8 – Doors and Windows**

### **Section**

- 08 14 16 Wood Doors  
All interior doors, unless noted otherwise, to be solid core quarter-sawn Maple veneer doors.
- 08 31 00 Access Doors  
Provide access doors with integral flange where shown and as required. Provide rated doors where indicated by code.
- 08 58 00 Clamp-on Aluminum Bullet Resistant Transaction Window  
Design is based on Clamp-On aluminum bullet resistant transaction windows, manufactured by C.R. Laurence Co., Inc. (800) 421-6144 or equal as approved by architect.
- 08 71 00 Door Hardware  
Provide leaver handle doors with Best core locks, some doors to be provided with Proximity card readers.
- 08 83 00 Mirrors  
Provide wall mirror in exercise room. See drawings.

## **Division 9 – Finishes**

### **Section**

- 09 21 16 Gypsum Board Assemblies  
Provide 5/8" gypsum wallboard unless otherwise indicated. Provide steel studs and hat channels in sizes and lengths indicated. Provide Type "X" only when required for fire rating.
- 09 28 30 Bullet Resistant Protection  
Bullet Resistant Fiberglass Panels- Level III  
Bullet Guard Corp. Architectural Armor (BGAA-03), panels fabricated of multiple layers of woven roving ballistic grade fiberglass cloth impregnated with the thermoset polyester



resin and compressed into flat rigid sheets. Panels designed to provide the controlled internal delamination and the encapture of a penetrating projectile.

- A. Weight: 4.5 pounds per square foot maximum.
- B. Thickness: ½" (12.5mm) Maximum
- C. Security Level: UL Listed and Tested for UL 752 Level III.
- D. Fire Rating: One-hour fire rating per ASTM E 119.

09 30 13 Porcelain Tile

Provide PT1 12x12 floor tiles on the floor for the bathrooms and locker rooms. Provide PT1 12x12 wall tile as a wainscot in the bathrooms and locker rooms (wet wall only). All tile to be either Ragno Metropolitan product or architectural approved equal and to be chosen from manufacturer's standard colors.

09 51 00 Acoustical Ceiling

SAT1 2x2 tiles with tegular edge – Cirrus by Armstrong or architectural approved equal.

SAT2 Armstrong VL – Perforated Item# 871. Color White; NRC: Not less than 0.55; CAC: Not less than 35; Thickness: 5/8 inch (15 mm); Size: 24 x 48; Antimicrobial Treatment: Bio Block at the kitchen and pantry areas.

09 65 13 Resilient Tile Flooring, Treads and Accessories (VCT & VB)

Provide resilient tile flooring in all locations except Bathrooms, Locker Rooms and offices. Requesting VCT to be 15% post-consumer recycled vinyl. Manufacturer Mannington Designer Essentials or architectural approved equal.

Provide 4" vinyl base (Johnsonite or architectural approved equal). Color to be chosen for all by architect from manufacturer's standard range of colors.

09 65 66 Resilient Athletic Flooring

Fitness Room will have Decathlon Sports Flooring as manufactured by Mats Inc., or architectural approved equal. Color to be chosen for all by architect from manufacturer's standard range of colors.

09 68 00 Provide the following carpets:

J&J Commercial Invasion / Philosophy or Architect approved equal

Carpet to be chosen by architect from manufacturer's standard range of colors.

Carpet to be provided in all offices and the training room.

Provide walkoff mat in vestibules.

The walkoff mat (wm) in the Vestibules to be ribbed. Color to be chosen for all by architect from manufacturer's standard range of colors by Interface Deco-Rib or architectural approved equal.

09 91 00      Painting

Benjamin Moore, Sherwin Williams or ICI w/low or no VOC paint. All areas to have one coat of primer and two finish coats.

**Division 10 – Specialties**

Section

10 21 13      Toilet Compartments

Toilet Enclosures: Overhead braced.  
Urinal Screens: Overhead braced.

Solid Polymer Units

Manufacturers: Ampco, Bradley Corporation; Bradmar Partitions; or Architect approved equal.

10 26 00      Wall Protection

Provide wall guards, Corner guards, Door-protection systems.

10 28 00      Toilet and Bath Accessories

Provide Bobrick or architect approved equal. Provide mirror, hook, and ADA grab bars per bathroom (see drawings). Public-use washroom accessories, Public-use shower room accessories, Underlavatory guards, Custodial accessories.

10 44 00      Fire Extinguishers, Cabinets and Accessories

Provide one fire extinguisher with a semi-recessed stainless steel cabinet on each floor. Provide one fire extinguisher and hook in the elevator machine room and mechanical room.



10 51 00 Lockers

Lockers to be Sentinel Secure Lockers Airflow Wardrobe lockers (Sentinellockers.com) or Architect Approved equal. Provide Electrical Outlet/Integral charging outlet at each locker.

**Division 12 – Furnishings**

Section

12 20 00 Window Treatment

Horizontal louver blinds with aluminum slats with 90% or higher recycled content.

12 36 10 Countertops

Provide countertops where indicated by Avonite Surfaces Studio Collection (recycled content)  
[www.avonitesurfaces.com](http://www.avonitesurfaces.com)

## CUMBERLAND POLICE PROJECT BUDGET 12.7.18

Renovation of Existing Police Department 12,000SF

Category	Description	Cost	Totals
<b>"HARD COSTS ESTIMATES"</b>			
<b>Construction</b>	Construction & Electrical	\$750,000	
	HVAC & Plumbing	\$180,000	
	Pole Barn Garage	\$85,000	
	Estimating Contingency 10%	\$101,500	
	Total	<b>\$1,116,500</b>	
			<b>\$1,116,500</b>
			<b>\$85 SF w/o Pole Barn</b>
<b>"SOFT COSTS"</b>			
<b>Pre-Development</b>	Site Design & Permitting	\$5,000	
	NRPA Wetland (Tier 1) Permit	\$5,000	
	Environmental Assessment, HMA	N/A	
	Wetlands Delineation Report	N/A	
	Boundary / Topo Survey	N/A	
	Soils & Geotechnical Report	N/A	
	Traffic Study	N/A	
	<b>Subtotal Pre-Development Cost</b>		<b>\$10,000</b>
<b>Design / Engineering</b>	Architect & Engineering Fees (11%)	\$122,815	
	Design Reimbursables (5%)	\$6,141	
	Special Inspections	TBD	
	LEED Certification Fees	N/A	
	<b>Subtotal Design/Engineering Cost</b>		<b>\$128,956</b>
<b>Impact / Permit Fees</b>	Site Inspection Fee	N/A	
	DOT Permit Fee	N/A	
	Building Permit Fee (Plumbing only)	WAIVED	
	State Fire Marshal Permit Fee	\$2,500	
	CMP Electrical Service Fee	N/A	
	Water Service Fee	N/A	
	Natural Gas Service Fee	N/A	
	Sewer Impact Fee	N/A	
	<b>Subtotal Impact/Permit Fees</b>		<b>\$2,500</b>
<b>Systems</b>	Security Cameras/Card Access	\$30,000	
	Central Dispatch System	N/A	
	Station Alerting System	N/A	
	IT/Tele/Data System & Outlets	\$40,000	
	Communications Tower	N/A	
	Armory Dehumidification	TBD	
	Soundproofing (police)	\$3,500	
	Audio/Visual System	\$40,000	
	Intercom System	TBD	
	<b>Subtotal Systems Costs</b>		<b>\$113,500</b>

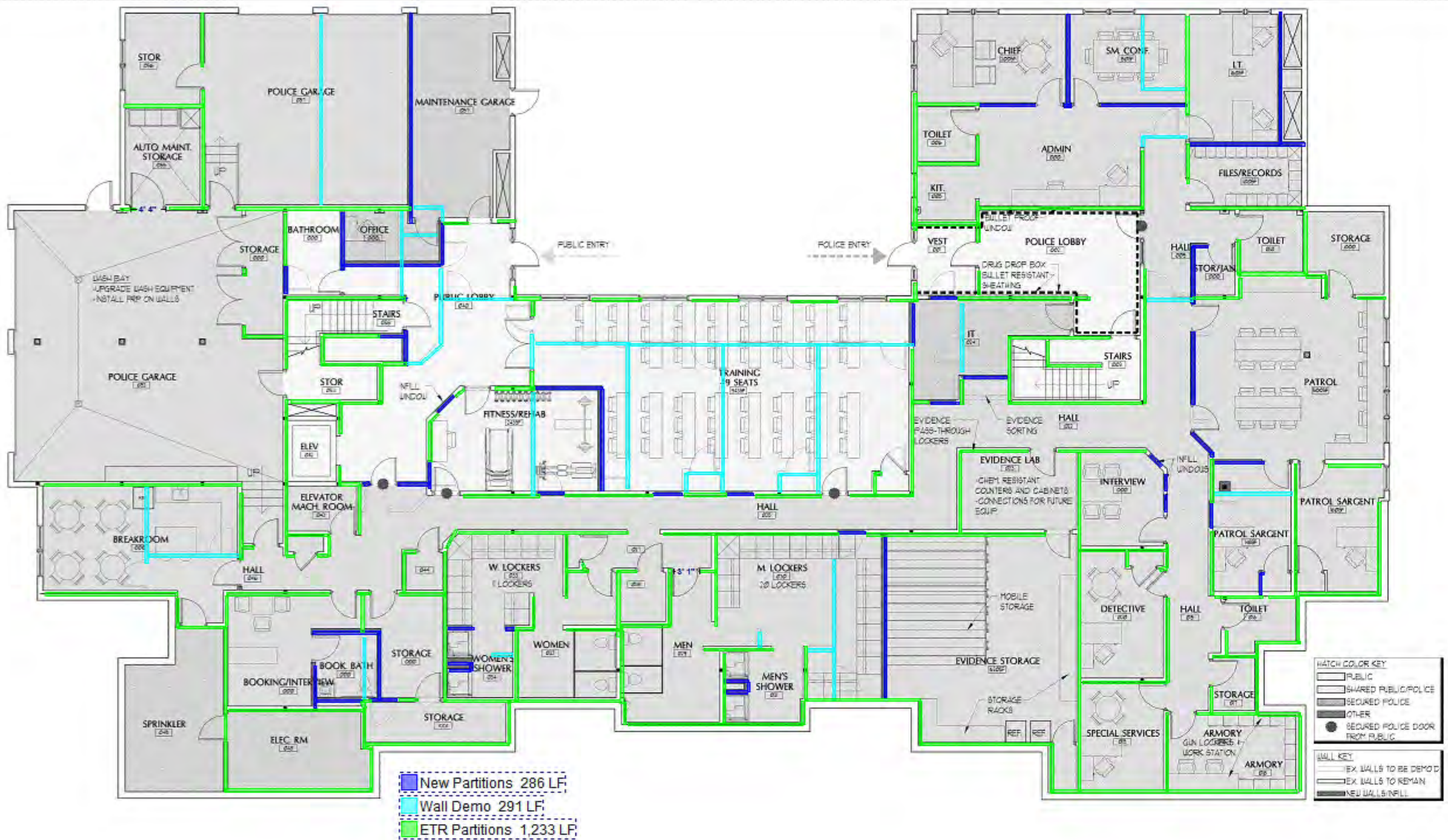


# CUMBERLAND POLICE PROJECT BUDGET 12.7.18

Renovation of Existing Police Department 12,000SF

Category	Description	Cost	Totals
<b>Equipment</b>	Records Storage	\$10,000	
	Movable File Storage and evidence fridge	\$52,000	
	Evidence Pass-Thru	\$25,000	
	Fitness Equipment	\$10,000	
	Emergency Generator	N/A	
	Industrial Storage Shelving	\$5,000	
	Office Equipment	TBD	
	Evidence Laboratory Equipment	\$30,000	
	Police Lockers	\$12,400	
	gun lockers	\$3,000	
	<b>Subtotal Equipment Costs</b>		<b>\$147,400</b>
<b>Appliances:</b>	Break Room Equipment	\$5,000	
	Decon W/D Equipment	TBD	
	<b>Subtotal Equipment Costs</b>		<b>\$5,000</b>
<b>Furniture / Fixtures</b>	Office Furniture:	\$55,000	
	Marker / Tack Boards	\$3,000	
	Window Treatment	\$1,000	
	<b>Subtotal Furniture Costs</b>		<b>\$59,000</b>
<b>Other</b>	Moving & Storage	TBD	
	Exterior Building Signage	N/A	
	Interior Building Signage	\$3,000	
	Wall Hangings / Artwork	N/A	
	Hazardous Waste Removal	N/A	
	Clerk-of-the-Works	TBD	
	Legal Fees	TBD	
	<b>Subtotal Other Costs</b>		<b>\$3,000</b>
<b>Offsite Improvements</b>	Recreation or Open Space Fees	N/A	
	Traffic Signal or Pedestrian Access	N/A	
	Other Planning Board Requirements	\$10,000	
	<b>Subtotal Offsite Improvement Costs</b>		<b>\$10,000</b>
<b>Project Contingency</b>	Held by Owner @ 8% of Soft costs		<b>\$38,348</b>
			<b>\$517,704</b>
<b>Project Total (Hard Costs + Soft Costs + Project Contingency)</b>			<b>\$1,634,204</b>



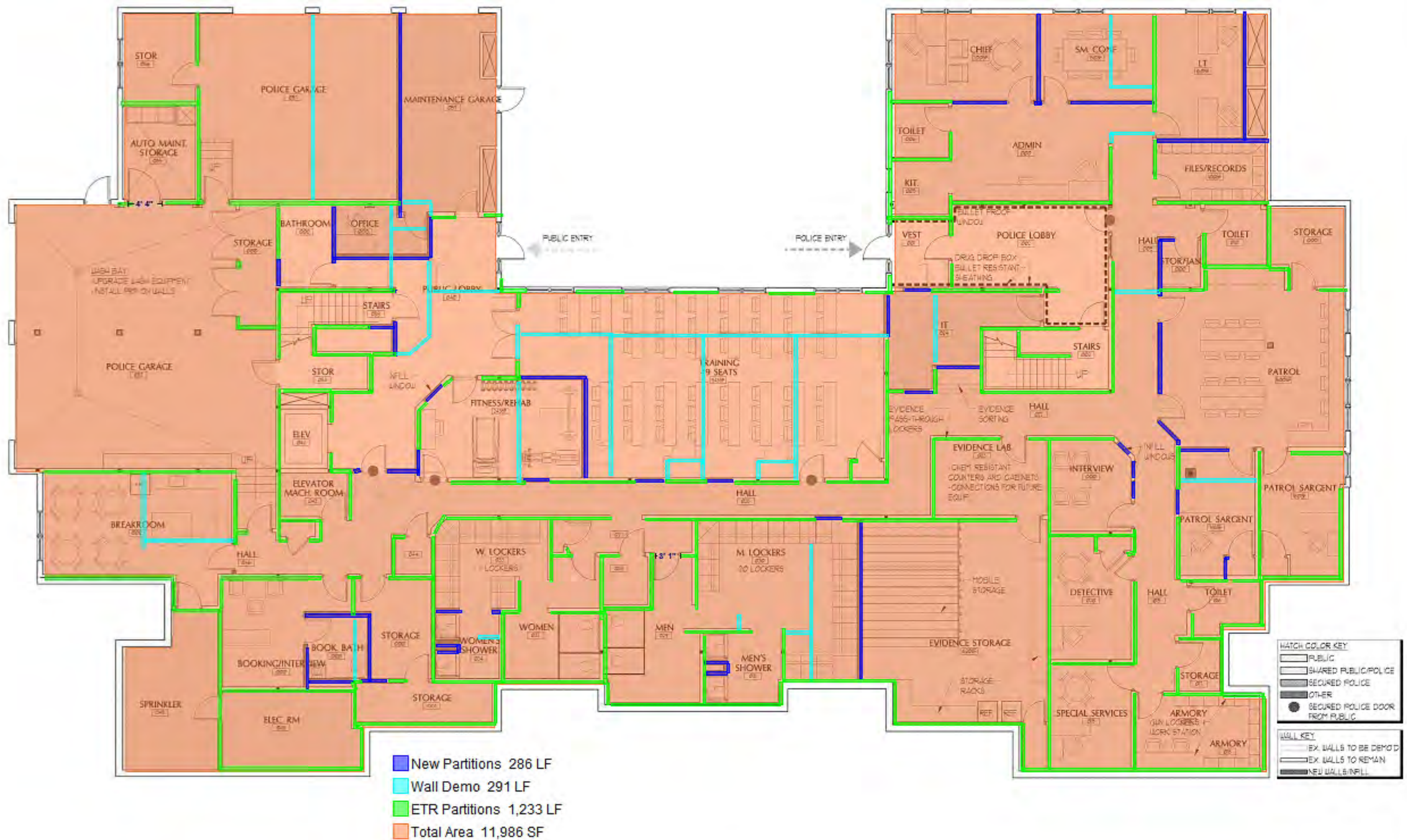


October 25, 2018  $\frac{3}{16}'' = 1'-0''$   
 Proposed Floor Plan



Cumberland Maine  
 Cumberland Police Department





October 25, 2018  $\frac{3}{16}'' = 1'-0''$   
 Proposed Floor Plan



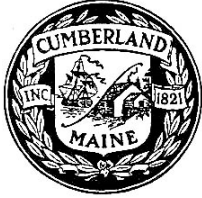
Cumberland Maine  
 Cumberland Police Department



# ITEM 19-091

To hold a Public Hearing to authorize the Town Manager to execute a Tax Anticipation Note with Bath Savings Institution at a rate of 2.14%





# TOWN OF CUMBERLAND

290 Tuttle Road, Cumberland, Maine 04021

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**TO:** William R. Shane, P.E.  
Town Manager

**FROM:** Helene DiBartolomeo, CPA  
Finance Director

**DATE:** June 27, 2019

**RE:** FY2020 Tax Anticipation Note

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Based on the latest cash flow forecast, I recommend a Tax Anticipation Note in the amount of \$2,000,000 for the upcoming Fiscal Year 2019-2020. This note is necessary to ensure that the Town can meet its operational and MSAD 51 obligations in the month prior to the tax payment due dates in September and March. A change in the timing of property tax receipts, or an unexpected increase in operating costs, could affect the amount needed.

Based on the bids received, I recommend that we award the contract to Bath Saving Institution, at the offered rate of 2.14%. Attached are the results from the bid proposal.



# TOWN OF CUMBERLAND

## Tax Anticipation Note Proposal Bid Results

Plan Year: July 1, 2019 -- June 30, 2020

Organization	Proposal
Androscoggin Bank	Declined to bid
Bath Savings Institution	2.14%
People's United Bank	Declined to bid
TD Bank, N.A.	2.39%



# ITEM 19-092

To authorize the Town Manager to use funds from the sale of the Twin Brook property on Greely Road, TIF funds where applicable, and bond funds to construct and permit the brush and compost pad next to the  
Town Forest



# M E M O R A N D U M

TOWN OF CUMBERLAND, MAINE  
290 TUTTLE ROAD  
CUMBERLAND, MAINE 04021  
TEL: 207-829-2205 FAX: 829-2224

**To:** Town Council  
**From:** William R. Shane, Town Manager  
**Date:** July 1, 2019  
**Re:** 19-092 Compost & Brush Pad Funding

---

The parcel adjacent to the Town Forest comprises 3 separate purchases that were made for, at one time, the relocation of the Town Garage complex. The now 34 acre parcel has not been designated for any specific purpose and is located in the Town's growth area per the Comprehensive Plan.



*The Property border shown in blue is the 34 acre parcel. It begins about 1,500' from Tuttle Road and requires that a berm be planted across the front property line under a deed restriction.*



The property is also located in TIF District #8. Remember that 50% of the taxes collected in this district can be used for infrastructure, commercial development and solar. While the brush and compost pad are not TIF eligible costs, the road into the future development of this property is eligible.

I am requesting up to \$150,000 in TIF funds and bond funds as listed in Item 19-090 to construct the compost & brush pad. I am also requesting that the Property Acquisition Reserve fund be used as a contingency for all eligible projects in this bond issuance. The sale of the Twin Brook parcel (\$225,000) will be transferred in to this Reserve Fund. I estimate we will have \$300,000 in this fund at the time construction begins.

I anticipate that construction will not begin until the end of this year as MDEP permitting may take the remainder of this calendar year. We will also need Planning Board approval. I anticipate the project will be ready for the Planning Board's review in September.

# BUDGET REPORT



# REVENUES

07/03/2019  
11:41:59

## TOWN OF CUMBERLAND HISTORICAL ACTUALS COMPARISON REPORT

PAGE 1  
glactrpt

FOR PERIOD 12 OF 2019

ACCOUNTS FOR: 001 General Fund	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
<hr/>					
0011 Other Tax Revenues					
<hr/>					
0011 0303 Motor Vehicle Excise Tax	-1,839,285.88	-1,943,428.95	-2,101,824.00	-2,145,828.23	-1,950,000.00
0011 0304 Boat Excise Tax	-16,862.30	-16,021.70	-18,402.19	-14,856.10	-14,000.00
0011 0325 Supplemental Taxes	-51,067.34	-14,130.35	.00	.00	.00
0011 0328 Outer Islands Property Tax	-39,889.25	-43,352.06	-43,774.06	-44,041.00	-42,000.00
0011 0329 Payment in Lieu of Taxes	-29,608.00	-29,804.00	-30,688.00	-31,918.00	-31,000.00
TOTAL Other Tax Revenues	-1,976,712.77	-2,046,737.06	-2,194,688.25	-2,236,643.33	-2,037,000.00
0012 License & Permit Revenues					
<hr/>					
0012 0311 Hunting/Fishing Lic Agent Fees	-512.25	-495.03	-488.50	-481.25	-541.00
0012 0312 Marriage Lic & Vital Records	-2,341.80	-2,361.86	-2,090.60	-2,503.80	-2,436.00
0012 0313 Birth Certificates	-1,276.20	-1,447.00	-1,667.20	-1,491.40	-1,361.00
0012 0314 Death Certificates	-1,554.60	-1,848.13	-1,391.00	-1,994.00	-1,713.00
0012 0315 Clerk Licenses	-6,020.00	-3,545.00	-4,615.00	-5,170.00	-4,608.00
0012 0316 Shellfish Licenses	-553.44	-729.69	-593.85	-662.95	.00
0012 0317 Conservation Fees	-121.56	-150.31	-146.15	-177.05	.00
0012 0334 Snowmobile Reg. Agent Fees	-183.00	-241.00	-201.00	-223.00	.00
0012 0361 Motor Vehicle Reg. Agent Fees	-21,562.00	-21,448.00	-22,030.00	-21,763.00	-21,406.00
0012 0362 Boat Reg. Agent Fees	-675.00	-660.00	-706.00	-681.00	-1,098.00
0012 0366 Building Permits	-92,281.87	-120,409.01	-68,660.01	-74,055.25	-75,000.00
0012 0367 Electrical Permits	-19,001.85	-27,410.83	-25,610.10	-22,440.55	-21,634.00
0012 0368 Plumbing Permits	-14,955.00	-21,357.50	-18,252.50	-15,056.00	-18,789.00
0012 0369 Other Permits	-1,600.00	-1,902.00	-1,000.00	-976.00	-1,751.00
0012 0383 ATV Reg. Agent Fees	-30.00	-60.72	-94.00	-122.00	-37.00
0012 0390 Misc. Revenue	.00	.00	.00	-1,350.00	.00
0012 0398 Application Fee	-1,597.23	-800.00	-1,450.00	-4,150.00	-1,300.00
0012 0401 Dog Reg. Clerk Fees	-3,307.50	-2,422.00	-1,999.00	-937.00	-2,800.00
0012 0404 Commercial Haulers License	-600.00	-600.00	-500.00	-500.00	-500.00
TOTAL License & Permit Revenue	-168,173.30	-207,888.08	-151,494.91	-154,734.25	-154,974.00
0013 Intergovernmental Revenues					
<hr/>					
0013 0331 State Revenue Sharing	-428,937.71	-415,633.17	-458,304.35	-314,395.09	-453,207.00
0013 0332 Park Fee Sharing	-8,133.33	-10,624.80	.00	.00	-10,055.00

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<b>ACCOUNTS FOR:</b>	<b>PRIOR YR3</b>	<b>PRIOR YR2</b>	<b>LAST YR</b>	<b>CURRENT YR</b>	<b>CY REV</b>
<b>001 General Fund</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>
0013 0335 DOT Block Grant	-63,232.00	-68,012.00	-69,136.00	-68,644.00	-69,136.00
0013 0341 North Yarmouth Recreation Shar	-7,288.00	-43,685.00	-33,376.00	-18,920.00	-35,000.00
0013 0342 North Yarmouth Library Share	-145,952.00	-144,349.00	-155,424.00	-160,072.00	-160,000.00
0013 0347 North Yarmouth Channel 2	-2,548.00	-2,774.00	-737.00	.00	.00
0013 0348 ACO Sharing Payments	-12,644.00	-10,039.34	.00	.00	.00
<b>TOTAL Intergovernmental Revenue</b>	<b>-668,735.04</b>	<b>-695,117.31</b>	<b>-716,977.35</b>	<b>-562,031.09</b>	<b>-727,398.00</b>
<b>0015 Other Revenues</b>					
0015 0305 Interest & Penalties	-39,164.85	-31,385.94	-24,351.71	-32,127.31	-30,000.00
0015 0306 Over/Short	73.18	103.54	1,207.02	442.21	-100.00
0015 0364 Growth Permits	-4,100.00	-13,600.00	-3,000.00	-2,400.00	-2,000.00
0015 0365 Board of Appeals	-500.00	.00	-300.00	-100.00	.00
0015 0379 Investment Earnings	-6,162.01	-349.64	.00	.00	.00
0015 0382 Sale of Assets	-7,599.00	.00	.00	.00	.00
0015 0390 Misc. Revenue	-51,294.27	-38,903.69	-33,518.02	-40,746.09	-25,000.00
0015 0399 Staff Review Fee	-15,827.77	-10,675.00	-23,332.50	-11,250.00	-14,117.00
0015 0402 Cable TV Revenue	-111,418.32	-116,809.64	.00	-128,633.84	.00
0015 0403 Mooring Fees	-1,935.00	-3,700.00	-4,100.13	-4,387.92	-1,500.00
0015 0410 Private Ways	-1,400.00	-200.00	-200.00	-1,000.00	-400.00
0015 0432 Workers Compensation Dividend	-10,803.37	-13,558.82	.00	.00	.00
0015 0508 Impact Fees	-112,953.50	-184,440.79	-59,616.20	-79,340.10	-60,000.00
<b>TOTAL Other Revenues</b>	<b>-363,084.91</b>	<b>-413,519.98</b>	<b>-147,211.54</b>	<b>-299,543.05</b>	<b>-133,117.00</b>
<b>0021 Police Related Revenues</b>					
0021 0337 State Grant revenue	.00	.00	.00	-1,195.00	.00
0021 0351 Police Issued Permits	-3,667.00	-2,839.00	-2,329.00	-2,212.00	-2,000.00
0021 0353 Police Insurance Reports	-545.00	-456.00	-562.00	-446.00	-500.00
0021 0390 Miscellaneous Police Revenue	-938.00	-128.00	-318.15	-811.25	-648.00
0021 0427 Parking Tickets	.00	-111.00	-615.00	-375.00	-100.00
0021 0431 Outside Detail	-28,804.28	-32,566.00	-32,737.68	737.52	.00
0021 0536 Dog Licenses ACO Revenue	-1,695.00	-1,970.00	-3,003.00	-2,983.00	-1,800.00
0021 0540 MSAD #51 SRO Reimbursement	.00	.00	-48,000.00	-49,000.00	-49,000.00
0021 0546 Court Reimbursements	-2,933.04	-2,409.72	-3,246.56	-584.32	-2,200.00
0021 0620 Federal Grant revenue	-25,000.00	.00	.00	.00	.00
<b>TOTAL Police Related Revenues</b>	<b>-63,582.32</b>	<b>-40,479.72</b>	<b>-90,811.39</b>	<b>-56,869.05</b>	<b>-56,248.00</b>
<b>0022 Fire Related Revenues</b>					



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<b>ACCOUNTS FOR:</b>	<b>PRIOR YR3</b>	<b>PRIOR YR2</b>	<b>LAST YR</b>	<b>CURRENT YR</b>	<b>CY REV</b>
<b>001 General Fund</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>
<hr/>					
0022 0390 Misc. Revenue	-60.00	-77.50	-450.00	.00	-100.00
0022 0431 Outside Details	-18,700.35	-21,132.19	-20,036.25	.00	.00
0022 0504 Rescue Billing	-163,410.49	-154,208.48	-157,138.83	-147,474.92	-160,000.00
0022 0505 Non Emergency Transports	-73,280.64	-59,378.19	-6,865.06	.00	-12,000.00
0022 0507 Paramedic Intercepts	-900.00	-600.00	-300.00	.00	-600.00
TOTAL Fire Related Revenues	-256,351.48	-235,396.36	-184,790.14	-147,474.92	-172,700.00
 0031 Public Services Revenues					
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0031 0390 Misc. Revenue	-390.00	-312.00	-615.00	-3,633.00	-500.00
0031 0391 Field Usage Fees	-13,564.12	-8,334.00	-9,774.40	-7,643.80	-10,000.00
0031 0431 Outside Details	-2,338.17	-2,265.56	-1,912.00	-1,234.03	.00
0031 0517 Bags/Universal Waste	-288,725.00	-290,043.50	-254,555.00	-210,405.00	-286,015.00
0031 0539 Brush Passes	-7,614.00	-9,237.00	-10,200.00	-10,730.00	-8,277.00
0031 0617 Twin Brooks Donations	-77.00	-23.00	-143.00	.00	-92.00
TOTAL Public Services Revenues	-312,708.29	-310,215.06	-277,199.40	-233,645.83	-304,884.00
 0035 VH Other Revenues					
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0035 0329 Payment in Lieu of Taxes	-2,000.00	-2,000.00	-3,000.00	.00	-8,000.00
0035 0378 Soda Sales	-2,669.12	-2,381.49	-2,860.30	-2,544.60	-2,500.00
0035 0560 Rental Income	-23,015.69	-25,841.34	-25,091.49	-22,026.91	-14,000.00
0035 0565 Cell Tower Land Lease	-14,400.00	-21,600.00	-21,600.00	-21,600.00	-24,000.00
TOTAL VH Other Revenues	-42,084.81	-51,822.83	-52,551.79	-46,171.51	-48,500.00
 0037 VH Golf Revenues					
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0037 0306 Over/Short	-14.78	-22.75	-5.43	249.25	.00
0037 0357 Golf Memberships	-233,003.80	-230,898.00	-225,085.69	-220,271.15	-230,000.00
0037 0358 Greens Fees	-137,497.94	-116,041.92	-131,917.19	-128,111.48	-120,000.00
0037 0359 Golf Cart Rentals	-88,125.84	-85,193.13	-93,134.10	-74,376.44	-88,000.00
0037 0416 Practice Range	-10,819.00	-8,116.75	-9,798.00	-5,236.75	-10,000.00
0037 0417 VH Program Revenues	-52,018.64	-61,040.00	-78,586.57	-58,925.70	-56,529.00
0037 0419 Advertising Sales	-29,289.10	-17,495.69	-16,390.00	-19,631.50	-23,392.00

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<b>ACCOUNTS FOR:</b>	<b>PRIOR YR3</b>	<b>PRIOR YR2</b>	<b>LAST YR</b>	<b>CURRENT YR</b>	<b>CY REV</b>
<b>001 General Fund</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>
0037 0522 Outing Golf	-90,122.08	-61,758.81	-43,998.00	-46,725.43	-45,000.00
0037 0617 Donations Received	.00	.00	-845.00	.00	.00
TOTAL VH Golf Revenues	-640,891.18	-580,567.05	-599,759.98	-553,029.20	-572,921.00
0041 Recreation Related Revenues					
0041 0371 41000 Fall Recreation Revenue	-45,092.45	.00	.00	.00	.00
0041 0372 41000 Winter Recreation Revenue	-97,131.00	.00	.00	.00	.00
0041 0373 41000 Spring Recreation Revenue	-39,582.00	.00	.00	.00	.00
0041 0374 41000 Summer Recreation Revenue	-248,440.33	.00	.00	.00	.00
0041 0440 41100 After School Programs	-210,848.38	-258,014.19	-304,583.25	-322,212.09	-214,836.00
0041 0441 41110 Youth Enrichment Programs	.00	-117,240.86	-155,269.23	-174,692.20	-108,607.00
0041 0442 41120 Youth Sports Programs	.00	-96,123.95	-108,076.27	-123,138.75	-93,052.00
0041 0443 41130 Skiing Programs	.00	-45,741.28	-49,560.85	-53,362.00	-45,020.00
0041 0444 41140 Day Camps	.00	-184,832.94	-205,066.36	-205,228.22	-180,160.00
0041 0445 41150 Swimming Programs	.00	-23,803.10	-28,319.02	-26,870.29	-54,052.00
0041 0446 41160 Adult Enrichment Revenue	-38,722.10	-43,397.91	-41,566.98	-39,409.43	-39,515.00
0041 0447 41170 Adult Fitness Revenue	-59,296.75	-70,572.38	-62,142.14	-62,750.83	-37,743.00
0041 0448 41190 Special Events/Trips Reven	-2,243.00	-5,796.43	-6,292.58	-5,908.00	-2,243.00
0041 0449 41190 Recreation Programs	-8,372.00	-1,334.62	-3,209.26	-2,151.00	-6,971.00
0041 0570 41190 Rec Soccer Revenue	-15,245.00	-23,349.77	-29,279.99	-23,345.00	-20,245.00
0041 0571 41190 Rec Ultimate Frisbee Reven	-15,763.00	-13,694.97	-12,318.14	-14,639.00	-15,672.00
0041 0606 41190 CPR/First Aid Revenues	1,401.20	-1,010.00	-50.00	290.00	.00
TOTAL Recreation Related Reven	-779,334.81	-884,912.40	-1,005,734.07	-1,053,416.81	-818,116.00
0045 Library Related Revenues					
0045 0379 Library Interest Income	-293.70	.00	.00	.00	.00
0045 0392 Library Fines	-4,281.45	-3,396.57	-3,314.26	-3,221.73	-3,500.00
0045 0394 Misc. Library Revenue	-1,818.29	-1,571.16	-1,253.90	-1,199.00	-1,000.00
TOTAL Library Related Revenues	-6,393.44	-4,967.73	-4,568.16	-4,420.73	-4,500.00
TOTAL General Fund	-5,278,052.35	-5,471,623.58	-5,425,786.98	-5,347,979.77	-5,030,358.00
TOTAL REVENUES	-5,278,052.35	-5,471,623.58	-5,425,786.98	-5,347,979.77	-5,030,358.00
GRAND TOTAL	-5,278,052.35	-5,471,623.58	-5,425,786.98	-5,347,979.77	-5,030,358.00



# EXPENSES

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## TOWN OF CUMBERLAND HISTORICAL ACTUALS COMPARISON REPORT

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FOR PERIOD 12 OF 2019

ACCOUNTS FOR: 001 General Fund	PRIOR YR3 ACTUALS	PRIOR YR2 ACTUALS	LAST YR ACTUALS	CURRENT YR ACTUALS	CY REV BUDGET
<hr/>					
10 General Government					
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130 Administration	611,711.29	603,647.43	618,871.79	614,914.82	588,736.00
140 Assessor	97,596.59	94,209.74	95,385.43	108,802.27	96,036.00
150 Town Clerk	228,136.72	216,522.88	214,723.00	244,951.75	247,295.00
160 Technology	167,767.11	192,988.37	212,556.07	210,685.92	202,151.00
165 Elections	7,967.70	12,376.48	13,976.40	9,309.08	16,026.00
170 Planning	73,727.32	68,575.85	62,423.48	62,934.81	71,630.00
190 Legal	50,461.63	69,113.60	59,052.56	59,674.18	47,500.00
TOTAL General Government	1,237,368.36	1,257,434.35	1,276,988.73	1,311,272.83	1,269,374.00
20 Public Safety					
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210 Police	1,350,919.74	1,326,514.27	1,350,866.32	1,329,617.81	1,378,565.00
220 Fire	891,645.61	954,962.29	930,189.59	926,412.98	968,342.00
240 Code Enforcement	110,891.95	105,919.08	136,336.13	141,543.63	132,952.00
250 Harbor Master	.00	105.49	6,058.23	5,171.60	11,650.00
260 Animal Control	31,971.83	30,658.01	32,632.30	29,893.94	31,108.00
TOTAL Public Safety	2,385,429.13	2,418,159.14	2,456,082.57	2,432,639.96	2,522,617.00
30 Public Services					
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310 Public Works	991,019.10	1,171,825.94	1,171,553.28	1,115,317.88	1,166,478.00
320 Waste Disposal	501,471.73	482,145.42	505,919.34	484,434.87	512,350.00
430 Parks	243,376.86	221,338.55	298,141.16	309,154.35	292,754.00
440 West Cumberland Rec	4,031.07	6,536.09	6,294.36	5,905.14	7,202.00
470 Historical Society Building	2,732.45	3,977.49	5,821.22	7,409.21	4,958.00
TOTAL Public Services	1,742,631.21	1,885,823.49	1,987,729.36	1,922,221.45	1,983,742.00
37 Val Halla Golf Club					
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350 Valhalla-Club	42,733.01	38,097.97	36,267.41	34,728.22	26,485.00
360 Valhalla-Course	468,567.49	454,334.33	470,687.73	479,580.17	489,882.00

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<b>ACCOUNTS FOR:</b>	<b>PRIOR YR3</b>	<b>PRIOR YR2</b>	<b>LAST YR</b>	<b>CURRENT YR</b>	<b>CY REV</b>
<b>001 General Fund</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>
370 Valhalla-Pro Shop	219,172.99	226,534.65	232,683.07	255,194.78	243,415.00
TOTAL Val Halla Golf Club	730,473.49	718,966.95	739,638.21	769,503.17	759,782.00
40 Recreation					
410 Recreation	867,136.94	931,074.38	993,842.74	1,052,059.79	993,045.00
420 Aging in Place	.00	.00	185.50	24,332.40	37,453.00
TOTAL Recreation	867,136.94	931,074.38	994,028.24	1,076,392.19	1,030,498.00
45 Library					
450 Library	415,406.30	426,319.84	449,610.27	485,905.95	494,236.00
TOTAL Library	415,406.30	426,319.84	449,610.27	485,905.95	494,236.00
90 Other					
580 General Assistance	24,094.92	36,344.93	27,783.78	30,974.55	35,000.00
590 Health Services	13,432.73	13,875.30	13,875.30	13,875.30	13,875.00
620 Cemetery Association	41,217.04	27,925.00	31,165.00	28,450.00	26,700.00
630 Conservation	6,046.68	4,733.73	5,216.99	6,212.20	5,000.00
800 Fire Hydrants	62,288.45	64,565.79	76,381.42	73,656.56	75,624.00
810 Street Lighting	43,345.21	43,373.02	43,693.00	34,105.32	45,000.00
830 Contingent	1,298.92	13,622.01	8,365.00	8,398.34	10,000.00
840 Municipal Building	84,322.37	83,848.07	102,005.57	97,539.73	90,847.00
850 Abatements	80,422.80	42,825.52	23,069.43	23,670.91	20,000.00
TOTAL Other	356,469.12	331,113.37	331,555.49	316,882.91	322,046.00
96 Fixed Expenses					
650 Debt Service	835,125.86	947,757.40	962,673.17	969,023.35	970,000.00
750 Insurance	232,492.01	222,370.00	318,755.00	284,098.90	286,554.00
910 Capital Reserves	1,181,500.00	1,038,598.00	693,000.00	699,300.00	699,300.00
TOTAL Fixed Expenses	2,249,117.87	2,208,725.40	1,974,428.26	1,952,422.25	1,955,854.00



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<b>ACCOUNTS FOR:</b>	<b>PRIOR YR3</b>	<b>PRIOR YR2</b>	<b>LAST YR</b>	<b>CURRENT YR</b>	<b>CY REV</b>
<b>001 General Fund</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>
<hr/>					
98 Assessments					
860 MSAD #51	15,557,050.91	16,060,474.08	17,208,107.28	18,690,270.84	18,690,270.84
890 County Tax	747,431.00	775,374.00	813,904.00	878,954.00	878,954.00
TOTAL Assessments	16,304,481.91	16,835,848.08	18,022,011.28	19,569,224.84	19,569,224.84
TOTAL General Fund	26,288,514.33	27,013,465.00	28,232,072.41	29,836,465.55	29,907,373.84
TOTAL EXPENSES	26,288,514.33	27,013,465.00	28,232,072.41	29,836,465.55	29,907,373.84
GRAND TOTAL	26,288,514.33	27,013,465.00	28,232,072.41	29,836,465.55	29,907,373.84