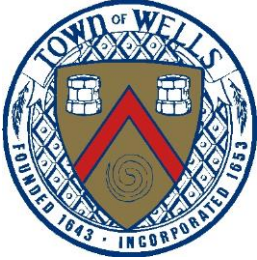


**Town of Wells**

# Work Plan for FY'15 - Warrant Articles, CIP Projects, Issues and Grants

Town Manager  
6/17/2014  
Updated: 9/14/14  
Updated: 1/1/15  
Updated 5/14/15  
Updated 6/15/15  
Updated 7/27/15

**Town of Wells FY'15 Work Plan for Project and Issues**



# Town of Wells FY'15 Work Plan for Project and Issues

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## **Town of Wells FY'15 Work Plan for Project and Issues**

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**Town of Wells FY'15 Work Plan for Project and Issues**

<b>Warrant Articles</b>	
<p><i>ARTICLE 12. TWO NEW SEASONAL WATERFRONT MAINTENANCE POSITIONS:</i></p> <p>Shall the Town vote to create two seasonal waterfront maintenance positions and to appropriate and expend from the Beach Enterprise Fund \$20,000 to cover the compensation costs of the new positions?</p>	<p>Responsible Parties: TM, HR, PWD Dir. Status 7/14 Recruitment Out</p> <p><b>Completed</b></p>
<p><i>ARTICLE 13. FUNDING FOR A HIGHWAY DEPARTMENT MECHANIC POSITION:</i></p> <p>Shall the Town vote to create a second Mechanic position and to raise and appropriate \$34,362 for salary and \$17,422 benefits for a second mechanic to provide vehicle repair and maintenance services to all Municipal Departments and to local agencies for a fee to offset some of the cost of the position?</p>	<p>Responsible Parties: TM, HR, PWD Dir. Status 7/14 Recruitment Out</p> <p><b>Completed</b></p>
<p><i>ARTICLE 15. ADDITIONAL TRANSPORTATION CENTER PART-TIME EMPLOYEE:</i></p> <p>Shall the Town vote to create a second part-time position and to raise and appropriate \$5,928 for the salary for a second part-time employee at the Transportation Center for 3 days a week for a total of 12 hours?</p>	<p>Responsible Parties: TM, HR &amp; Brent Mariner Status 7/14 Recruitment Out</p> <p><b>Completed</b></p>
<p><b>ARTICLE 17. FUNDING FOR VETERAN GRAVESITE MAINTENANCE, TOWN BEAUTIFICATION, AND HIRING TWO PART-TIME SEASONAL STAFF:</b></p>	<p>Responsible Parties: TM, HR, PWD Dir. Status 7/14 Recruitment Out</p> <p><b>Completed</b></p>

**Town of Wells FY'15 Work Plan for Project and Issues**

<p>Shall the Town vote to raise and appropriate \$30,200 and to appropriate and expend up to \$10,000 from the Town's Beautification Reserve (0727) for the purposes of: (1) complying with the new State Law (Title 13 section 1101) that requires municipalities to maintain and repair, between May 1<sup>st</sup> to September 30<sup>th</sup> each year, veteran grave sites; (2) implementing the Town's annual beautification and maintenance program for roadsides, parks, and public buildings; and (3) hiring two part-time seasonal employees for such purposes?</p>	
<p><b>ARTICLE 18. FUNDING TO UNDERTAKE WITH THE TOWN OF KENNEBUNK PRELIMINARY DESIGN OF THE EASTERN TRAIL THROUGH WELLS AND KENNEBUNK ON THE GRANITE STATE GAS PIPELINE TRANSMISSION CORRIDOR:</b></p> <p>Shall the Town vote to appropriate and expend up to \$30,000 from Undesignated Fund Balance to work jointly with the Town of Kennebunk to undertake a preliminary trail design that would continue the Eastern Trail in West Kennebunk along the Granite State Gas Line through 7.35 miles in Wells to the North Berwick Town Line?</p>	<p>Responsible Parties: Eng., TM, PWD DIR Status 7/14 Not Started 1/15 Not Started- Eastern Trail Management District in December submitted to Unitil a redraft of the Trail agreement as they have requested. Trail cannot start until a permit by Unitil is granted for the Wells stretch of trail. 6/30/15- Town Engineer prepared specifications to survey the remaining part of Kennebunk and Wells for Kennebunk to review and then presentation to Unitil.</p>

**Town of Wells FY'15 Work Plan for Project and Issues**

<p><b>ARTICLE 19. AUTHORIZATION TO LEASE OLD HIGHWAY GARAGE ROOF FOR SOLAR ENERGY PROJECT:</b></p> <p>Shall the Town vote to authorize the Board of Selectmen to: (a) lease the roof of the old Town Garage on North Berwick Road to a third party energy company under a 20-year Power Purchase Agreement for the purpose of installing solar energy panels on it; (b) negotiate the terms of said lease on such terms and conditions as it deems advisable; and (c) execute any and all related documents?</p>	<p>Responsible Parties: TM, Revision Energy, Town Attorney PWD Dir. &amp; BOS          Status 7/14 Paperwork in Process with Building renovation bid specs in development          12.31.14: Project Commissioned and completely installed. Should be on line in January and with internet connect for website display.</p> <p><b>Completed</b></p>
<p><b>Article 20: Conveyance of Land in Exchange for a Drainage Easement.</b></p> <p>Shall the Town vote to: (a) convey a 2.65 acre portion of Town-owned land located off Littlefield Road (Tax Map 34, Lot 12-1) in exchange for being conveyed a drainage easement across the land of Dennis and Melodie Hardy (Tax Map 34, Lot 12) if and only if drainage easement(s) are also acquired from adjacent Pine Ledge Drive lot owners (Tax Map 34, Lot 9-10, Tax Map 34, Lot 9-9); and (b) authorize the Board of Selectmen to negotiate and execute any and all documents necessary to accomplish such conveyances?</p>	<p>Responsible Parties: Eng, Town Attorney, TM &amp; BOS          Status – <b>Not Started</b></p>
<p><b>Article 25 Acceptance of Town Road – Gateway Drive.</b></p> <p>If and only if Article 25 passes, shall the Town vote to accept as a Town Way the street as set forth on the boundary survey of Gateway Drive by Sebago Technics dated 3/11/2014, contingent upon a positive</p>	<p>Responsible Parties: Eng., TM and Town Attorney          Status: <b>Completed</b></p>

## Town of Wells FY'15 Work Plan for Project and Issues

finding by the Board of Selectmen that it meets all of the criteria set forth in Chapter 201, Streets and Sidewalks Sections 201-16, 201-21 and 201-22?	
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**Town of Wells FY'15 Work Plan for Project and Issues**

<p><i>Article 26: FUNDING AND AUTHORIZATION TO PURCHASE PARCELS FOR PHASE ONE FOR A FUTURE REPLACEMENT PUBLIC SAFETY COMPLEX AT WELLS CORNER:</i></p> <p>Shall the Town vote to appropriate and expend up to \$ 600,000 from the following existing (\$300,000 from Fund 840-Public Safety Facility and \$300,000 from Fund 713 Inland Golf) and to authorize the Board of Selectmen to purchase three parcels (Map 135, Lot 46 for and Map 135, Lot 45 for 480,000, and Map 135 Lot 42 for 120,000, for a total of \$600,000) as Phase One of the replacement public safety complex project ?</p>	<p>Responsible Parties:TM, Eng and Town Attorney Status: 7/14 <b>Completed</b></p>
<p><b>Grants</b></p>	
<p><u>Harbor: SHIP - Hoist</u></p>	<p>Responsible Parties: HM, TM &amp; Treasurer Status 7/14 – Started- Waiting for bid authorization from State <b>Completed</b></p>
<p><u>Harbor: Boat Launch -Doubled</u></p>	<p>Responsible Parties: HM, TM &amp; Treasurer</p> <p>Status Grant Application submitted</p> <p>12/24/14 : Grant awarded – Permitting waiting on <b>Completed</b> <b>5/14/15 : Bidding &amp; fall start up</b></p>
<p><u>Harbor: SHIP- Redecking</u></p>	<p>Responsible Parties: HM, TM &amp; Treasurer</p> <p>Status: Not Started 6/30/15: Harbormaster working on it with Assistant</p>
<p><u>Harbor: New Floating Pier</u></p>	<p>Responsible Parties: HM, TM &amp; Treasurer</p>

## Town of Wells FY'15 Work Plan for Project and Issues

	Status: Completed
<u>Solar: Old Town Garage</u>	Responsible Parties: PWD DIR & TM Status: 7/14 Bid Spec for Scope of Work being written <b>Completed</b>
<u>Coastal: Climate Resilancy</u>	Responsible Parties: TM, Eng/Pl; CEO Status: 7/14 Grant Submitted <b>Status: 12/24/14- Grant Denied FLAP Application submitted 4/2015 to undertake work</b>
<u>Pedestrian Safety Walk Lights -MDOT</u>	Responsible Parties: TM/PWD DIR Status: 7/14- Awarded 2 Systems <b>Completed</b>

## Town of Wells FY'15 Work Plan for Project and Issues

<b>DOT Projects</b>	
<u>Chapel Rd-Traffic Light &amp; Turn</u>	Responsible Parties: TM,ENG/Pl, PWD =MDOT Status: Project underway with 11/15 completion <b>Completed</b>
<b><i>Chapel At Rte 1 Project</i></b>	Responsible Parties: TM,ENG/Pl, PWD =MDOT Status : Planning In Design Phase 5./15
<u>Mile Road-</u>	Responsible Parties: TM,ENG/Pl, PWD =MDOT Status: Physical work completed. MaineDOT still completing the land acquisition. <u>Completed</u>
<u>Traffic Light Coordination</u>	Responsible Parties: TM,ENG/Pl, PWD =MDOT  Status: Design work complete with bid document by Maine DOT out fall. <u>Work Started- 5/2015</u>
<u>Wells / Ogunquit Bridge</u>	Responsible Parties: MaineDOT & PWD DIR Status: 2017
<u>Wells / Kennebunk Bridge</u>	Responsible Parties: MaineDOT & PWD DIR Status 2016
<u>Route One South of the Corner to Ogunquit</u>	Responsible Parties: TM,ENG/Pl, PWD =MDOT  Status: not started April 2016
<b>Other Projects / Items:</b>	
<u>TIF Planning and possible development</u>	Responsible Parties: TM/ Attorney, Planner & CEO Status: Workshop held with BOS in May 2014. Held
<u>Implement with CSD Cable Studio and Club activity in High School</u>	Responsible Parties: Status Pending Cable Franchise acceptance & CLUB Est –Spring 2015

## Town of Wells FY'15 Work Plan for Project and Issues

<u>Fiber Optic Opportunity and Repairs</u>	Responsible Parties: TM & IT Status: Existing Fiber has been evaluated and pending repair or movement to different alternative. <b>Under Study- Update- Fiber from FairPT into Town Hall at 100mb- Completed</b>
<u>Complete Union Contract Negotiations 2014-2017</u>	Responsible Parties: TM/ BOS, HR and Negotiator Status: 7/5/14 –PD, Highway Units resolved. Mediation with General Unit and negotiations with FD unit. <b>Completed</b>
<u>Town Manager Contract</u>	Responsible Parties: TM/ BOS Status: evaluations complete and pending discussions <b>Completed</b>
<u>Monitor Library Capital Fundraiser for addition</u>	Responsible Parties: Library Board of Trustees Status: Ongoing
<u>Complete FY'15 Tax Commitment</u>	Responsible Parties: Tax Assessor / Treasurer / Town Manager Status: fall <b>Completed</b>
<u>Complete FY'14 Audit</u>	Responsible Parties: Treasurer Status: Late August with completion fall. <b>Completed</b>
<u>FY'16 Budget&amp; CIP</u>	Responsible Treasurer / TM Parties: Treasurer, TM, Dept. Heads, BOS and Budget Committee Status: fall <b>Completed</b>
<u>Town Report</u>	Responsible Parties: TM Asst. Status: fall /winter <b>Completed</b>
<u>College Road Ext</u>	Responsible Parties: BOS, TM and Planner/Eng Status : ongoing <b>Status- Dead</b>
<u>High School Construction Monitoring</u>	Responsible Parties: CEO/ Planner Status: Commence summer 2014 <b>Ongoing</b>
<u>Purchase of Open Space Property- Hutchins</u>	Responsible Parties: TM, BOS, Conservation Commission Status: <b>Completed</b>

## Town of Wells FY'15 Work Plan for Project and Issues

<u>Transfer Station RFP</u>	Responsible Parties: SWRC, TM, BOS Status: Proposal received 6/27 and reviewed 7/8 <b>Completed</b>
<u>Mile Road Park Project</u>	Responsible Parties: BOS, CEO, Planner and TM with small committee Status: Started –waiting MDOT
<u>Unitel Gas Line into School campus and municipal buildings</u>	Responsible Parties: CSD, Planner, CEO and TM/BOS <b>Status: Construction underway</b>
<u>Drakes Island Drainage Project</u>	Responsible Parties: TM, PWD Dir/Engineer /CEO Status: NRPA Application filed – summer with DEP <b>1/1/15-Permits received with two quotes on work to be awarded by BOS on 1/6/15 Completed</b>
<u>Furbush Culvert &amp; Road Project</u>	Responsible Parties: PWD Dir /Planner Status: Environmental issues-Permit. PWD working on grant to USF&W for the culvert-FLAP Grant Submitted-4/15
<u>Conservation easement on Farm Property</u>	Responsible Parties: Conservation Commission & BOS Status: Awaiting closing
<u>Close out federal Dredge</u>	Responsible Parties: TM & Harbor Master w/ BOS <b>Completed</b>
<u>Resolve Harbor Shoaling</u>	Responsible Parties: TM/ Harbor Master <b>Status ; Completed with Currituck Visit August 2014</b>
<u>Fema Flood Maps Determination</u>	Responsible Parties: TM/CEO/Planner/BOS Status: On hold
<u>Wells Ogunquit Dispatch Contract Extension</u>	Responsible Parties: TM & PD Chief Status; Not Started- FD to be contacted for comments and suggestions. <b>Completed</b>
<u>Scanning Records Project</u>	Responsible Parties: CEO Status: In the implementation Phase

## Town of Wells FY'15 Work Plan for Project and Issues

Waterfront Rescue Policy and Determination of appropriate equipment	Responsible Parties: TM & PD/FD/WEMS Chiefs /Harbormaster & BOS Status; <b>Due 5.19.15 Completed with Jet Ski purchased</b>
FEMA –Training INCIDENT	Responsible Parties: FD with FEMA WEMS /PD / FRA / Regional Towns <b><u>Status: September/October, 2014 Completed successfully</u></b>
<b>PWD Projects</b>	
<b><i>Atlantic Ave-Parking Lot to up to Thibeau St- Phase One: Install Catch basins</i></b>	Responsible Parties: PWD / Engineer /TM Status: Started early spring and will pick up following summer 60% Complete
<b><i>Atlantic Ave- Complete Phase One : Reconstruct Road &amp; Pave</i></b>	Responsible Parties: PWD/Eng Status Fall 2015
<b><i>Atlantic Ave –Phase Two to Mile Road Reconstruct Rd &amp; Drainage</i></b>	Responsible Parties: PWD/ Eng Status Spring 2016
<b><i>Clark Road from route 9A,</i></b>	Responsible Parties: PWD Status Started <b>Completed</b>
<b><i>Chicks Crossing Road from route 9A, 12500 linear feet westerly and 20 feet wide.</i></b>	Responsible Parties: PWD Status July – Aug 2014 <b>Completed</b>
<b><i>Lindsay Road Extension from route 9A northerly 1420 linear feet to route 109.</i></b>	Responsible Parties: PWD Status July – Aug 2014 <b>Completed</b>
<b><i>Brick Farm Circle from Chicks Crossing Road 940 linear feet to the circle.</i></b>	Responsible Parties: PWD Status August – Sept. <b>Completed</b>
<b><i>Kimberly Circle from Roe Street 3340 linear feet to Roe Street</i></b>	Responsible Parties: PWD Status August - Sept
<b><i>Preble Street from the easterly end 3240</i></b>	Responsible Parties: PWD Status Aug- Sept 15

## Town of Wells FY'15 Work Plan for Project and Issues

<i>linear feet to the westerly end</i>	
<b><i>Wells Highlands Road from route 1 westerly 5140 linear feet to Preble Street</i></b>	Responsible Parties: PWD Status Aug- Sept 15
<b><i>Meetinghouse Road from route 9A westerly 8500 linear feet to Wire Road.</i></b>	Responsible Parties: PWD Status July- Aug Completed
<b><i>Bragdon Road from Forgotten Lane northerly 3200 linear feet.</i></b>	Responsible Parties: PWD Status Sept. Completed
<b><i>Harbor Road &amp; Marsh Walk</i></b>	Responsible Parties: PWD Status : Ongoing
<b>Building and Building Improvements</b>	
<u><i>Highway – Old Highway Garage (0733) –</i></u> Request is for funds to repair, re-roof, and reside the old highway garage that is now used for storage. The fund balance of 0733 as of March 21, 2014 is \$(6,605.36). The Proposed and Expended Amount requested is \$120,000.00.	Responsible Parties: PWD Dir / TM Status – RFP / received by Aug 15  <b>Completed</b>
<u><i>Library – Window Replacement (0817) –</i></u>  Request is for funds to replace the eight worst windows at the library with replacement windows and screens. The fund balance of 0817 as of March 21, 2014 is \$149,383.37. The Expended Amount requested is \$8,000.00.	Responsible Parties: Facility Manager Status <b>Completed</b>
<u><i>Parks &amp; Recreation – Finish Pavilion (0505) –</i></u> The Recreation Commission has been fund raising for this project and currently has enough money to cover the expenses. The project request is to frame in knee walls and install pull down vinyl walls and electricity to the picnic area of the pavilion for a safer and more usable environment. The fund balance of 0505 as of March 21, 2014 is \$128,759.01. The Expended Amount requested is \$30,000.00.	Responsible Party Tina LeBlanc Status: Currently putting Specs together to go out to bid for early Fall in order to complete project by October 10 <sup>th</sup> . The goal is to complete it before the 25 <sup>th</sup> Annual Haunted Hayride scheduled for Oct. 18 <sup>th</sup> .  <u><i>6/30/15 – all but the curtains installed.</i></u>

## Town of Wells FY'15 Work Plan for Project and Issues

<p><u><i>Police – Evidence Building Repairs (0817) –</i></u> Request is to replace the roof and fencing at the evidence building that is located next to the Old Highway Garage. The fund balance of 0817 as of March 21, 2014 is \$149,383.37. The Expended Amount requested is \$10,000.00.</p>	<p>Responsible Parties: Facility Manager &amp; PD Status <b>Completed</b></p>
<p><u><i>Public Safety – Architect (0840) –</i></u>  Release of funds to hire an architect to design the Fire Substation, Fire Station and Police Station. The replacement of the aforementioned facilities has been identified by the Board of Selectmen. Taxpayers have purchased land for the consolidated Fire Station. The architectural designs will be used to help with the planning process for these buildings. The fund balance of 0840 as of March 21, 2014 is \$395,871.88. The Expended Amount requested is \$100,000.00.</p>	<p>Responsible Parties: TM/ Facility Team Status  <b>Hired &amp; Underway</b> <u>5.14.15 – Final report in the works</u> <u>Completed- remaining work is Geo Testing and Executive Summary of report to the BOS for Workshop in September 2015</u></p>
<p><u><i>Town Hall – Storage Room Storage System (0817) –</i></u>  Phase I of a two phase project. The first phase of the project is to consolidate and clean up the Town Hall Storage Room with a new storage solution. The fund balance of 0817 as of March 21, 2014 is \$149,383.37. The Expended Amount requested is \$30,000.00.</p>	<p>Responsible Parties: TM, Facility Manager Status: summer, Town Hall storage room cleaned fall 2014-storage units installed, <b>Completed</b></p>
<p><u><i>Town Hall – Window Frame (0817) –</i></u> In FY 13 the windows at Town Hall were replaced. The second phase of this project is to replace window trims and flashing that are worn and need replacing on all windows except for the North side (Main Entrance). The fund balance of 0817 as of March 21, 2014 is \$149,383.37. The Expended Amount requested is \$7,500.00.</p>	<p>Responsible Parties: Facility Manager Status <b>Completed</b></p>
<p><u><i>Town Wide – School House 9 (0903)</i></u>  <b><i>Perform necessary structural floor and foundation work to School House 9 on the</i></b></p>	<p>Responsible Parties: Facility Manager Status <b>Completed</b></p>

**Town of Wells FY'15 Work Plan for Project and Issues**

<p><b><i>North Berwick Road and maintain its present use. The fund balance of 0903 as of March 21, 2014 is \$906.51. The Proposed and Expended Amount requested is \$20,000.00.</i></b></p>	
<p><b>Vehicles</b></p>	
<p><b><u>Police &amp; Fire Department – Chief’s Vehicle (0827) &amp; 3 PD Vehicles-</u></b></p> <p>The Fire Chief requests to replace his current 2003 Ford Crown Victoria with a new vehicle. The fund balance of 0827 as of March 21, 2014 is \$87,809.36. The Expended Amount requested is \$40,000.00.</p>	<p>Responsible Parties: FD Chief &amp; TM Status</p> <p><u>Completed</u></p>
<p><b>Technology Plan</b></p>	
<p><b><u>Fire Department - Fire House &amp; IMC Software (0734) -</u></b></p> <p>The Fire Department utilizes software programs that currently do not communicate with each other. The request is to purchase two computer software modules that will allow the existing Fire Department Information Management System to communicate with the new Fire Department, Dispatch, and Police Department Software. Data that is entered will go to both systems without having to be entered twice. The fund balance of 0734 as of March 21, 2014 is \$128,822.37. The Expended Amount requested is \$6,000.00.</p>	<p>Responsible Parties: FD Chief &amp; Winxnet Status</p> <p>Ongoing</p>
<p><b><u>Police Department Toughbook (0742) -</u></b></p> <p>The Police Department has created an on- going two year replacement program for the toughbooks used in the PD vehicles. The fund balance of 0742 as of March 21, 2014 is \$3,347.73. The Proposed and Expended Amount requested is \$10,000.00.</p>	<p>Responsible Parties: PD Chief &amp; Winxnet Status</p> <p><b>Purchased</b></p>
<p><b><u>Tech Committee (0830) -</u></b></p>	<p>Responsible Parties: Winxnet &amp; Tech Com</p>

## Town of Wells FY'15 Work Plan for Project and Issues

<p>The Technology Reserve account provides a self-funded computer equipment repair and replacement fund. It also funds enhancements and maintenance of the Town's GIS program. The fund balance of 0830 as of March 21, 2014 is \$98,789.83. The Proposed and Expended Amount requested is \$41,682.00.</p>	<p>Status <b>Status: RFPQ selected CAI Technology</b></p>
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## Town of Wells FY'15 Work Plan for Project and Issues

<p><u><i>IT Computer System Upgrades (0740) -</i></u></p> <p>Upgrade the Town's Computer Systems with necessary upgrades determined by the Town's IT Company, Winxnet. The fund balance of 0740 as of March 21, 2014 is \$68,617.58. The Proposed and Expended Amount requested is \$35,000.00.</p>	<p>Responsible Parties: Winxnet &amp; Tech Com</p> <p>Status <b>In the works</b></p>
<p><b>Infrastructure</b></p>	
<p><u><i>Harbor Master - Floats (0012) -</i></u></p> <p>The Harbor Master wishes to implement a strategic maintenance and replacement program for harbor floats. The plan calls for yearly triage to access what floats need replacing and what can be patched, refastened, or repaired. The fund balance of 0012 as of March 21, 2014 is \$159,475.79. The Proposed and Expended Amount requested is \$20,000.00.</p>	<p>Responsible Parties: Harbor Master &amp; TM w/ Harbor Advisory Committee &amp; Treasurer</p> <p>Status <b>Completed</b></p>
<p><u><i>Harbor Master - Pier Re-decking (0012) -</i></u></p> <p>Continuation of re-decking on the main pier. Decking the pier with pressure treated decking will eliminate the constant replacement efforts occurring now, and match the pressure treated decking that was installed when the commercial pier was rebuilt. This will minimize the different milling widths and eliminate "soft spots" which will increase safety and aesthetics while minimizing yearly maintenance and replacement costs. The fund balance of 0012 as of March 21, 2014 is \$159,475.79. The Expended Amount requested is \$25,000.00.</p>	<p>Responsible Parties: Harbor Master &amp; TM w/ Harbor Advisory Committee &amp; Treasurer</p> <p>Status Pending grant info- work in the spring</p> <p><u>6/30/15: Re-decking grant put off with Staff doing partial re-decking underway.</u></p>
<p><u><i>Parks &amp; Recreation - Additional Parking Lot/Walk Lights (0500) -</i></u></p> <p>Due to an increase in program offerings, special events, and the general public use of the Recreation</p>	<p>Responsible Party Tina LeBlanc &amp; Terry Oliver</p> <p>Status: Waiting for Town Engineer to do a site walk to help develop an appropriate plan of action to present to the planning</p>

## Town of Wells FY'15 Work Plan for Project and Issues

<p>Department additional parking is needed. The project calls for utilizing land across from the Walter Marsh Recreation Area to expand parking. In addition a Crosswalk Light will be installed to help people to safely cross Route 9A. The fund balance of 0500 as of March 21, 2014 is \$34,786.63. The Proposed and Expended Amount requested is \$35,000.00.</p>	<p>board. Terry would like to expedite the project if possible so that he can utilize the area for fill from other projects in town. This will save money for the Town because the area needs fill before the lot can be developed. I've sent Mike an email and he will stop by when he can to get this started.</p> <p><u>Ongoing</u></p>
<p><u>Parks &amp; Recreation – Irrigation System (0500) –</u></p> <p>Request will replace a gas powered pump with an electrical powered pump, run electricity to the new pump station, and install underground irrigation in multiple zones. This project will help to better irrigate the fields utilizing less man hours and more irrigation during times when the fields are not in use. The fund balance of 0500 as of March 21, 2014 is \$34,786.63. The Proposed Amount requested is \$22,600.00. The Expended Amount requested is \$37,441.00.</p>	<p>Responsible Party Tina LeBlanc Status: Currently being installed but has some glitches that the vendor is trying to sort out. Because there are areas that the grass has died and areas that need repairs they are going to bring in sod at their expense to fix the problems. The timing of the heads going off is not working properly and it's been a while trying to figure it out with the 85 degree plus heat on the fields. We are hoping the situation will be resolved by this week before Friday as the long weekend without water will really hurt the fields. The old system is not working as a back up as the pump has failed and we need to replace the pump if we were to have that system up as a back up. The cost could be around \$2,000 for the repairing the pump. I have submitted a bill of \$27,000 for the first phase of the project to be paid by FY15 budget- <b>Completed</b></p>
<p><u>Paving/Culverts and Bridges (0723) –</u></p> <p>The Public Works Director has a long list of paving projects. The fund balance of 0723 as of March 21, 2014 is \$275,836.42. These funds have also been identified to meet paving, culverts and bridges needs. The Proposed and Expended Amount requested is \$950,000.00.</p>	<p>Responsible Parties: see above Status</p>

## Town of Wells FY'15 Work Plan for Project and Issues

<b>Equipment</b>	
<p><u><i>Fire Department - Radio/Pagers (0734) –</i></u></p> <p>Request is for the purchase and replacement of Fire Department pagers. The pagers allow first responders to hear emergency incidents and respond accordingly. The balance in the 0734 fund as of March 21, 2014 is \$128,822.37. The Proposed and Expended Amount requested is \$10,000.00.</p>	<p>Responsible Parties: Fire Chief / Treasurer &amp; TM</p> <p>Status <b>In the works</b></p>
<p><u><i>Fire Department – Washer Extractor (0734)</i></u></p> <p>– The Fire Department is required to wash gear two times per a year and after any incident that contaminates gear. This request will purchase and install a washer extractor to clean fire gear as required by regulations. The fund balance of 0734 as of March 21, 2014 is \$128,822.37. The Proposed and Expended Amount requested is \$8,000.00.</p>	<p>Responsible Parties: Fire Chief / Treasurer &amp; TM</p> <p>Status Purchased</p>
<p><u><i>Highway – Shop Equipment (0701)</i></u></p> <p>– With the Public Works Facility completed the Public Works Department is now gearing up to be able to service all of the Town’s vehicles. This request is to purchase diagnostic equipment and a lift for servicing police cars and other smaller vehicles. The fund balance of 0701 as of March 21, 2014 is \$197,111.41. The Proposed and Expended Amount requested is \$10,000.00.</p>	<p>Responsible Parties: PWD Dir &amp; TM</p> <p>Status Completed by 1/15</p> <p><b>In the works</b></p>

## Town of Wells FY'15 Work Plan for Project and Issues

<p><b>Other</b></p>	
<p><u><i>Beach – Beach Sand Purchase (0900) –</i></u></p> <p>The opportunity to re-nourish the eroded beach system with new sand may be available to the Town. The proposed project would purchase dredge sand from the Piscataqua River from the Federal Government which would be delivered and deposited near shore off of Wells Beach. The fund balance of 0900 as of March 21, 2014 is \$77,343.36. The Proposed and Expended Amount requested is \$100,000.00.</p>	<p>Responsible Parties: BOS &amp; TM Status Pending</p>
<p><u><i>Beach – Showers (0900) –</i></u></p> <p>A popular request by beach goers is a facility to rinse themselves off at when leaving the beach. This proposed project will purchase and install two ADA accessible showers. A shower will be installed at the Jetty and Eastern Shore restroom facilities. The fund balance of 0900 as of March 21, 2014 is \$77,343.36. The Expended Amount requested is \$10,000.00.</p>	<p>Responsible Parties: Facility Manager &amp; PWD Status <b>In the works spring. Hold up is with the Wells Sanitary Dist</b></p>
<p><u><i>Beach – Right Of Way Upgrade (0900) –</i></u></p> <p>During the 2013 summer season a trial of a MobiMat was used at the end of the boardwalk on Eastern Shore to extend handicapped accessibility at the beach. This year funding will purchase an additional 750 feet of MobiMat to be used on selected beach right of ways on Atlantic Avenue and at the entrance to the beach from the Jetty parking lot. The fund balance of 0900 as of March 21, 2014 is \$77,343.36. The Expended Amount requested is \$45,000.00.</p>	<p>Responsible Parties: TM &amp; PWD Status: Install July 2014</p> <p><u>Completed</u></p>
<p><u><i>Fire Department – Certification Engineer (0922) –</i></u></p> <p>The Fire Chief requests to hire an engineering firm to assist in the certification of all dry hydrants. Certification of dry hydrants could bring a reduction in</p>	<p>Responsible Parties: FD Chief &amp; Town Engineer Status Pending</p>

## Town of Wells FY'15 Work Plan for Project and Issues

insurance coverage to home owners with 1000 feet of a dry hydrant. The fund balance of 0922 as of March 21, 2014 is \$4,917.26. The Proposed and Expended Amount requested is \$8,400.00.	
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## Town of Wells FY'15 Work Plan for Project and Issues

<p><u><i>Fire Department – Dry Hydrants (0922) –</i></u></p> <p>To install dry hydrants throughout the Town of Wells so residents can see a reduction in their home owners insurance policy. The fund balance of 0922 as of March 21, 2014 is \$4,917.26. The Proposed and Expended Amount requested is \$5,000.00.</p>	<p>Responsible Parties: FD Chief &amp; Town Engineer</p> <p>Status Completed</p>
<p><u><i>Harbor – Harbor Park (0907) –</i></u></p> <p>Three projects are planned to improve Harbor Park. The first of the three projects is to install an additional electrical connection to be used for events and vendors. Another project is to install a gravel connection road from Harbor Road to the Overlook/Beach Parking Lot to allow for beach access when events close Harbor Park. The third project is to seal the roofs of the Pavilion and the Gazebo. The fund balance of 0907 as of March 21, 2014 is \$2,286.58. The Proposed and Expended Amount requested is \$25,000.00.</p>	<p>Responsible Parties: TM/ PWD &amp; Engineer</p> <p>Status <b>In the works</b></p> <p><b>Road: Completed</b> <b>Other two pending</b></p>
<p><u><i>Highway – Pedestrian Cross Walk Lights (0739) –</i></u></p> <p>Continuation of a project to purchase and install three sets of radio controlled solar powered LED crosswalk lights as seen on Route 1 at the Post Office Crosswalk. The fund balance of 0739 as of March 21, 2014 is 16,388.88. The Proposed Amount requested is \$12,000.00. The Expended Amount requested is \$19,500.00.</p>	<p>Responsible Parties: PWD Dir</p> <p>Installation to coincide with ADA sidewalk install</p> <p>Status Installed</p>
<p><u><i>Highway – Pit Reclamation (0701) –</i></u></p> <p>Project request is to rent a bulldozer for a month to rehabilitate portions of the Crediford and Harris Pits. The fund balance of 0701 as of March 21, 2014 is \$197,111.41. The Proposed and Expended Amount requested is \$20,000.00.</p>	<p>Responsible Parties: PWD Dir &amp; Eng /DEP</p> <p>Status –Fall 2014</p> <p><b>Ongoing- will continue into FY'16</b></p>

## Town of Wells FY'15 Work Plan for Project and Issues

<p><u><i>Parks &amp; Recreation – Playground (0500) –</i></u></p> <p>Fund the playground reserve account for repairs, emergency replacement and materials. The fund balance of 0500 as of March 21, 2014 is \$34,786.63. The Proposed and Expended Amount requested is \$5,000.00.</p>	<p>Responsible Party Tina LeBlanc Status: In Reserve for repairs and emergency replacement of equipment or playground pieces</p>
<p><u><i>Town Wide – Beautification (0727) –</i></u></p> <p>Funds needed for duties previously done by the Webhannet Garden Club to help beautify the Town. The fund balance of 0727 as of March 21, 2014 is \$49,681.79. The Proposed and Expended Amount requested is \$7,500.00.</p>	<p>Responsible Parties: Status</p> <p>Part-time employees hired late summer and will engage with other duties in the spring 2015 to undertake work</p> <p>Ongoing summer of 2014 w/ start-up spring of 2015- Completed</p>
<p><u><b>Town Wide - Comprehensive Plan Update (0739) –</b></u></p> <p>Budget available is \$40,000</p>	<p>Responsible Parties:TM,CEO, Planner/Eng, BOS Status: BOS hired SMRPC – committee appointment by BOS pending this summer with completion summer 2015. 1/15 Compiling and writing Chapters for review.</p> <p>Status: fall and winter consultant prepared draft with a Review Committee to be appointed June 2015- Completed</p>

## Town of Wells FY'15 Work Plan for Project and Issues

<b><i>CEO Projects</i></b>	
<b><i>Cemetery Mapping Updates</i></b>	Responsible Parties <u>CEO</u>
<b><i>Contractor progressive Fee Structure</i></b>	<u>GIS Map done w/ tax maps marking WS with BOS</u>
<b><i>Research Licensing vs Registrations</i></b>	<u>Status: Fees not reviewed in detail</u>
<b><i>Building permit fee update to BOS</i></b>	
<b>Prior Year CIP Projects Remaining</b>	
<b><i>PWD Street Signage</i></b>	Not Started
<b><i>Buffam Hill / Optima Bank Parcel Issues</i></b>	Obtained Easement & clean up completed- Easement fencing and beautification Summer 2015 – 6/30/15 Remaining site to be scanned – awaiting work. Committee formed.
<b><i>Corner Intersection Irrigation</i></b>	Completed
<b><i>WOCSD transfer of Land to Town for Library</i></b>	5/14/15 awaiting CSD Attorney to complete
<b><i>Water Rescue Policy and Equipment</i></b>	5/14/15- Presentation to BOS on 5/19/15 Completed
<b>New Project's Since FY'15 Started</b>	
<b><i>Cumberland Farms Project of relocation</i></b>	Pending
<b><i>YCCC College New Building</i></b>	Pending
<b><i>Rebuilding the Transfer Station do to fire</i></b>	<b>In the works</b> <b>6/30/15 Building Ordered</b> <b>New area 75% Complete</b>
<b>Library Roof Replacement do to Snow</b>	<b><u>Completed</u></b>

**Town of Wells FY'15 Work Plan for Project and Issues**