

Town of Yarmouth, Maine Capital Improvement Plan FY 23- FY 27

Overview Presentation to the Yarmouth Planning Board

Wednesday October 27, 2021

Planning Board Role and Authorities

- ❑ Town Charter: Planning Board appointed by Town Council (Art. II. Sec. 3 II)
- ❑ Town Charter: Planning Board to help develop 5-year Capital Improvement Plan (CIP)
- ❑ Title 30-A: Planning Board is the Municipal Review Authority unless otherwise delegated (Zoning 701 and 703, Subdivision 601, Site Plan 702)
- ❑ Town Code: Ch 202(E): Prepare and adopt (subject to Council approval) the **Comprehensive Plan**; Prepare and Submit the **CIP** (in consultation with the Town Manager); Advise the Town Council on changes to the **Zoning Ordinance**; Review and issue order regarding **Subdivisions and Site Plan** applications; Approve Street names in subdivisions; Investigate and **report on issues referred to it** by the Town Council or by the Town Manager; **Make studies** on any areas (aspects) of development it deems necessary; **Make recommendations to the Town Council on projected Capital Improvement Plans.**
- ❑ Town Code; Ch 202 (F) Study proposed amendments to Land Use Ordinances and **advise the Town Council** before changes are adopted.

BOARD'S DUAL FUNCTIONS

Planning and Advising

Comprehensive Planning

Growth Management Act

5-Year Capital Planning

Drafting/Advising on Zoning and Amendments

Drafting/Advising on Subdivision and Site Plan (and CBC)

Studies and Recommendations

Development Concerns and Issues

Review and Approval- Appeal

- Subdivision applications (Major and Minor)
- Site Plan Applications (Major and Minor)
- Site Plan Standards as Special Exceptions (Conditional Use)
- Historic Preservation, Demolition Delay, Shoreland Zoning,

CAPITAL IMPROVEMENT PLAN (CIP)

The Planning Board, in consultation with the Town Manager and designated member(s) of the Town Council, shall prepare and submit to the Town Council, annually, a five-year capital program at least 120 prior to the beginning of each budget year ([March 2](#)). The capital program shall contain such information as the Town Council may, from time to time, designate by order. (Town Charter)

Maine Growth Management Act: 30-A MRS 4326

A growth management program must include at least a comprehensive plan, as described in subsections 1 to 4-A, and an implementation program as described in subsection 5.

1. Inventory and analysis. The inventory and analysis section must include, but is not limited to:

A. Economic and demographic data; B. Significant water resources; C. Significant or critical natural resources; D. Marine-related resources and facilities; E. Commercial forestry and agricultural land; F. Existing recreation, park and open space areas; G. Existing transportation systems; H. Residential housing stock, including affordable housing; H-1. Housing that meets the needs of older residents; I. Historical and archeological resources; J. Land use information describing current and projected development patterns; and

K. An assessment of capital facilities and public services necessary to support growth and development and to protect the environment and health, safety and welfare of the public and the costs of those facilities and services.

Maine Growth Management Act: 30-A MRS 4326

2. Policy development. A policy development section that relates the findings contained in the inventory and analysis section to the state goals.

3. Implementation strategy. An implementation strategy section that contains a timetable for the implementation program, including land use ordinances, ensuring that the goals established under this subchapter are met.

3-A. Guidelines for policy development and implementation strategies. (B) (of A-M). Develop a capital investment plan for financing the replacement and expansion of public facilities services required to meet projected growth and development;

4. Regional coordination program. A regional coordination program must be developed.

5. Implementation program. An implementation program must be adopted that is consistent with the strategies in subsection 3-A.

What are the Minimum Goals?: 30-A MRS 4312

- Orderly growth and development, protecting rural character, efficient public services, avoiding sprawl.
- Plan for and finance efficient public services and facilities-with growth
- Economic Climate for jobs and well-being
- Affordable, decent housing for all
- Protect and Manage Water Quality
- Protect Marine Industries, ports, harbors with public access to waters
- Safeguard Agricultural and Forestry resources
- Preserve Historic and Archeological Resources
- Availability of Outdoor Recreation and water access
- Limit impacts of town regulations, excessive parking requirements downtown, upper story/mixed use development.
- Aging in Place/Age Friendly Communities
- Encourage Accessory Dwelling Units
- Plan for Sea Level Rise- buildings, roads, sewer, public and private resources

CIP: 3 Components (Schools Separate)

1. Funding to Capital Reserves (23+2) \$206,221 Increase Proposed
2. Funding of Annual Debt Service \$228,167 Increase Scheduled
3. New Initiatives- New Challenges- New Directions- New Priorities

		Annual Budget Support Funds Only- to Capital Reserves (excludes dedicated sources)							
		FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	5 yr total	
4001	Dam Maintenance	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$350,000	
4002	Road Improvements	\$725,000	\$725,000	\$730,000	\$740,000	\$750,000	\$750,000	\$3,695,000	
4003	Technology	\$82,000	\$82,000	\$82,000	\$82,000	\$82,000	\$82,000	\$410,000	
4005	Historic Buildings	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000	
4006	Fire-Rescue Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4007	Equipment Fund	\$200,000	\$210,000	\$210,000	\$210,000	\$210,000	\$210,000	\$1,050,000	
4008	Revaluation	\$35,000	\$55,000	\$130,000	\$130,000	\$100,000	\$45,000	\$460,000	
4009	Wastewater	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4010	Cousins Island Dock	\$5,524	\$5,745	\$5,974	\$6,213	\$6,462	\$6,720	\$31,114	
4011	Parks and Playgrounds	\$145,000	\$165,000	\$175,000	\$175,000	\$175,000	\$175,000	\$865,000	
4012	Property Acquisitions	\$0	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000	
4013	Harbor and Waterfront	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$137,500	
4014	Unemployment Reserve	\$12,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$30,000	
4015	Merrill Memorial Library	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$30,000	\$145,000	
4016	Solid Waste	\$51,000	\$51,000	\$51,000	\$51,000	\$51,000	\$51,000	\$255,000	
4017	Municipal Bldgs and Bridges	\$73,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000	
4018	MDOT/PACTS project matches	\$100,000	\$120,000	\$100,000	\$100,000	\$100,000	\$100,000	\$520,000	
4019	Dredging	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4023	Police Equipment	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000	
4024	Housing Support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
4027	Sidewalk Improvements	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000	
4029	STAY Program	\$100,000	\$125,000	\$128,000	\$128,000	\$128,000	\$128,000	\$637,000	
4030	Environmental Health (BTM)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TBD	Habitat Protection/Restoration	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000	
TBD	Climate Action Response	\$0	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000	
		\$1,776,024	\$1,982,245	\$2,060,474	\$2,070,713	\$2,050,962	\$1,996,220	\$10,160,614	

Increase
of
\$206,211



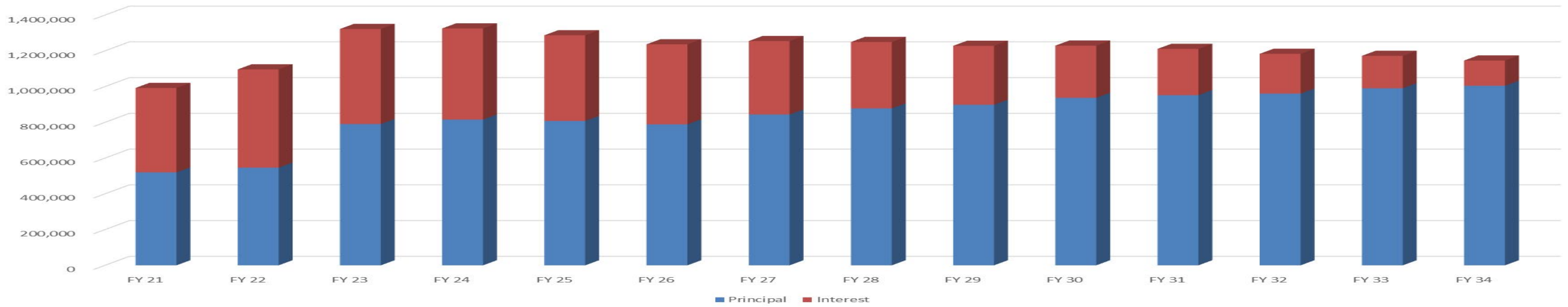
\$1,982,245

What's new or different for Year 1 ?

Habitat Reserve (new)	\$50,000	
Climate Action Reserve (new)	\$35,000	
STAY Program	\$25,000	
Property Acquisition	\$25,000	
Revaluation Reserve	\$20,000	
Parks and Playground Reserve	\$20,000	
MDOT/PACTS Match Reserve	\$20,000	
Equipment Fund	\$10,000	
Buildings and Bridges Reserve	\$7,000	
Cousins Island Dock	\$221	
Unemployment Comp Reserve	(\$6,000)	
TOTAL	\$206,221	\$156,221

Town Debt Service Cost Changes

Town (Only) Debt Service Thru FY 34 (extends to FY 50)



Year	Purpose	FY 22 P&I	FY 23 P&I	FY 24 P&I
2002	Town Hall	\$88,150	\$0	\$0
2009	Sewer	\$121,925	\$120,259	\$118,595
2013	Turf	\$186,125	\$187,238	\$187,800
2013	PW Garage Phase 1	\$146,363	\$204,150	\$215,838
2018	Knaub	\$50,403	\$48,894	\$52,169
2018	Hillside etc	\$120,350	\$368,750	\$361,250
2013	Library	\$120,350	\$123,600	\$121,600
2020	Public Safety Bldg	\$227,194	\$226,903	\$225,979
2020	Roads	\$33,452	\$42,685	\$42,223
Total		\$1,094,312	\$1,322,479	\$1,325,454
Change from prior FY		\$101,748	\$228,167	\$2,975

**Increase of
\$228,167**

Municipal Change Impact on Tax Required

Contributions to Capital Reserves:	\$206,211
Debt Service Schedules:	\$228,167
<u>TOTAL</u>	<u>\$434,388</u>

\$0.26/\$1000 or 1.3% increase

Municipal Operations and Revenues
School Budget and Revenues
County Tax Assessment
Tax Base Changes



Policy and Finance Red Flags: FY 23-FY 27



- Fire-Rescue Equipment- Need to Shift Allocation of EMS Revenues away from budget and to Capital Reserve and need to issue approx. \$700,000 Debt in FY 25 (E83) and \$1,300,000 in FY 27 (Tower). Shift \$20,000-\$40,000/year
- Need to Shift Allocation of Sewer Revenues away from budget and to Capital Reserve, and future need for major debt issue(s) for largest pump stations. Increase annual dedication \$50,000/year cumulatively.
- Equipment Fund unsustainable, need to increase appropriations and transfers from highways, sewer, parks, police, solid waste. Additional \$100,000/year effort needed.
- Additional planning work needed for buildings and bridges reserves.
- Harbor and Waterfront Improvements funding gap and proposals
- Revaluation Reserve will be inadequate to the need.

Not Going Away.....

- Community Center
- Madeleine Point
- Swimming Pool
- Town Garage Phase II
- Turf Field Bathroom/Concession
- Housing
- Main St Master Plan
- Meeting and Voting Facility
- Off Leash Park
- Maintenance Dredge
- Rails to Trails
- Landfill Closure
- Athletic Fields
- Radio Equipment
- Memorial Green
- Pump Stations
- 6.F Conversion Obligation
- Tax Revaluation

Planning Board Member Thoughts

- What current town practices, policies, ordinances and investments advance the STATE goals?
- Which ones frustrate the STATE goals?
- Where is there conflict between STATE goals and community interests and strategies?
- How do we need to change---if we do?
- What are options to reconcile the Town and State goals?
- What trends, needs, concerns do we need to adapt to, and how?

Other Goals? Examples

- Managing Tax Rate
- Climate Action
- Diversity/Inclusion
- Excellence in Public Service Delivery
- Social /Racial/Economic Equity
- Emergency Preparedness and Response Capacity
- Educational Excellence and Opportunity
- Public Health
- Sustainability/Biodiversity/Habitat Preservation
- Better Internet Connectivity