

# MEMO

Date: October 8, 2020

To: Matthew Strugis, Town Manager

From: John Quartararo, Finance Director

Re: MMA – Ed MacDonald Safety Enhancement Grant – Fall 2020

CC: Debra Lane, Town Clerk and Paul Fenton, Police Chief; Darin Estes, Police Department

On September 29, 2020, the Police Chief receive an email notification of an award of up to \$2,000 from MMA's Ed MacDonald Safety Enhancement Grant for the purchase of various equipment items. The grant will reimburse two-thirds of the purchase cost.

I am requesting that the Council accept and appropriate \$2,000 into account 0725-4451. The grant will cover only two-thirds of the cost of purchase, and the balance of the purchase will be charged to the Police Department's operating budget.

Included with this memo is a breakdown of costs and funding for this project

I suggest the following Council order:

*The Council accepts and appropriates award of up to \$2,000 from MMA's Ed MacDonald Safety Enhancement Grant for the purchase of various equipment items in account 0725-4451. The grant will reimburse two-thirds of the purchase cost and the balance will be charged to the Police Department's operating budget.*



John Quartararo &lt;john.quartararo@capeelizabeth.org&gt;

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**Fwd: Ed MacDonald Safety Enhancement Grant Application for Fall 2020**

1 message

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**Matthew Sturgis** <matthew.sturgis@capeelizabeth.org>  
To: John Quartararo <john.quartararo@capeelizabeth.org>

Tue, Sep 29, 2020 at 9:11 AM

FYI for our future reference.

Matt

----- Forwarded message -----

From: **Safety Grants** <safetygrants@memun.org>  
Date: Tue, Sep 29, 2020 at 8:16 AM  
Subject: Ed MacDonald Safety Enhancement Grant Application for Fall 2020  
To: paul.fenton@capeelizabeth.org <paul.fenton@capeelizabeth.org>  
Cc: matthew.sturgis@capeelizabeth.org <matthew.sturgis@capeelizabeth.org>

Dear Chief Fenton:

Thank you for your participation in the Ed MacDonald Safety Enhancement Grant Program and for your dedicated efforts to improve workplace safety. On behalf of the MMA Workers Compensation Fund, we are pleased to advise your grant request has been approved. This grant is to be used exclusively for purchasing the Simunitions AR-15 Conversion Kits (2), 9mm Simunitions Ammo (1 Case), 5.56 Simmunitions Ammo (2 cases), Helmets (2), Simunition Glock 9mm (2), 5.56 Magazines (2) and Strobe (2), as stated in your application.

The grant will cover two-thirds of your cost up to, but not exceeding \$2,000.

When your purchase is complete, please send us proof of payment (cancelled check, treasurer's warrant, "paid" stamped invoice, etc.) so that reimbursement can be made. The grant must be used by **October 1, 2021** or it will be withdrawn.

We have enclosed a draft press release that may be used to announce your Safety Enhancement Grant to your community. If you have any questions, please call Jennette Holt at 624-0140 or contact me directly at 624-0143. Congratulations on your grant! Your interest in workplace safety is appreciated and we are glad the MMA Workers Compensation Fund could assist you with your safety efforts.

App: Fall- 20-049

Sincerely,

Robert Thomas  
Loss Control Manager  
Risk Management Services

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**Maine Municipal Association**  
60 Community Drive  
Augusta, ME 04330  
(207) 626-5583 x 2240  
FAX (207) 624-0127  
www.memun.org

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Matthew E Sturgis, CMA  
Town Manager  
Town of Cape Elizabeth

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 **Press Release.pdf**  
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