

To: Cape Elizabeth Town Council
From: Matthew Sturgis, Town Manager
Subject: Changes to overall budget FY2021
Date: May 18, 2020

Dear Councilors,

Over the course of the budget process there have been many changes to the municipal portion of the budget. The largest change came with a complete re-write of the budget document, with every department performing an additional review, making recommendations on changes, and a reconsideration of revenue projections. All of the changes in the FY2021 budget were in response to concerns due to economic conditions created in response to the COVID-19 pandemic.

The largest volume change in the FY2021 budget was related to the capital planning for the Town. All projects in the FY2021 capital investment plan were reviewed by level of need, effective age and lifespan, event horizon for planned projects, and all projects based on hierarchy of needs, with public safety considered highest priority. This memo is being supplied to provide background detail as to the items not included in the FY2021 budget and the reasoning behind their exclusion.

The following programs and projects were removed from this year's capital planning.

Council Chambers camera replacement	\$ 12,000	
Municipal revaluation	\$139,000	
Swap Shop repairs	\$ 12,500	(moved to FY2022)
Fire Dept. replacement breathing apparatus	\$200,000	(moved to FY2022)*
Shore Road rehabilitation P/E	\$160,000	(moved to FY2022)
Casino Beach storm drain P/E	\$ 63,000	(moved to FY2022)
Streetlight conversion to LED	\$200,000	(moved to FY2022)*
Kettle Cove Road drainage project	\$370,000	(moved to FY2022)*
Medium sized dump body replacement	\$ 12,000	(moved to FY2022)
Police Station locker room	\$ 24,000	(moved to FY2022)

- Projects are planned to be, or are currently “shovel ready” projects that if grant funding, Federal infrastructure stimulus, or public safety grants become available we will intend to strongly pursue. Additionally, there are projects that also are still included in the capital plan that are shovel ready and we will pursue grant opportunities if they also become available.
- The projects and items that were pushed out one year were chosen in consultation with department heads from their respective areas of influence.
- Planning and engineering work pushed out one year will still allow the projects to be delivered as planned as the final projects are in the two to three year out window.
- The current breathing apparatus in use by the Fire Department is certified and meets all safety requirements, but will need to be replaced in the FY2022 budget.