



Town of Wiscasset

Office of the Town Manager

Jul 30, 2024

To: Wiscasset Select Board

Ref: Town Manager's Report

Bill Olver will attend the meeting to review the recent cost report on several alternative sites for relocating the wastewater plant. While both of the other sites are suitable locations, neither is available for purchase. I asked Bill to do this to demonstrate how much more expensive it would be the further away from the current plant we go. Mason Station was not included in this report, but in 2022, it was estimated at \$44 million, and construction costs have not decreased since then. I did discuss the relocation procedure with MMA. They have advised that if you want to relocate the plant to a property the town already owns, you will need voter approval to authorize the reuse of that site.

EMS Chief Bean has been working on a plan to use the Scout Hall as a training/meeting facility for EMS and other town departments. I have included her written plan and budget for discussion.

Lincoln County has allocated funding from its ARPA funds for affordable housing projects through its *Lincoln County Affordable Housing Investment Process*. A letter from LCRPC explaining the process and how the funds can be used is included. Aaron is preparing further information on this. If there is an interest in moving forward, we must act quickly as the application deadline is August 16th and we only have one other meeting scheduled between now and then.

We have been informed by the Maine Natural Resource Conservation Program that our Letter of Intent was accepted and that we have been invited to submit a full proposal. However, WCAT has determined that the additional research requested by the application will require more time than the short timeframe allowed for submission, and I do not have available staff time to work on this. They are asking to withdraw the application for this year and apply again next year. I am asking the Board to authorize me to notify the MNRCP that we will not be applying this round and are rescinding our Letter of Intent.

#2

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

June 27, 2024

Mr. Dennis Simmons, Town Manager
WISCASSET MUNICIPAL BUILDING
51 Bath Road
Wiscasset, Maine 04578

Dear Dennis:

We are writing as a follow-up to our recent onsite meeting at which you asked us to review the comparative costs of relocating the Town's wastewater treatment plant to two additional areas. The Facilities Plan, as published in March, 2022, considered the planning level costs to utilize land near the school on Federal Street. This was suggested by DEP based upon their belief that there were plans to close the school. This does not seem to be the case and, in subsequent discussions, the possibility exists that this location could be controversial given the historical nature of that area. The Facilities Plan also considered a possible relocation to the Mason Station area. In subsequent discussions, that option has not had favorable reviews given conflicting future development plans for that area and the need for major sewer system reconfiguration needs to reach that site.

We have recently had discussions on possibly using the present Public Works site. This location has sufficient room upon which to locate a treatment plant; however, the Town would have to relocate the current Public Works building and Salt Storage Shed in order to repurpose that location. The Public Works site is about twice as far away from the present plant site as the Federal Street location and the added costs of conveying wastewater to that location were not reviewed in the Facilities Plan. These costs are estimated in this letter.

In order to avoid disrupting the Public Works facilities, you asked us to review two additional potential locations to relocate the treatment plant. This included a property on Churchill Street and the Morris Farm on Gardiner Road. The added costs resulting from the greater distance to reach these two locations can be compared to the cost savings of not having to relocate the Public Works facilities.

Planning level cost estimates for these options are presented herein. In reviewing these updated estimates, the following issues should be considered:

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Mr. Dennis Simmons, Town Manager

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- The costs presented in the previous Facilities Plan were developed near the end of 2021 and were published a few months later in the Spring of 2022. Since that time, significant increases in the cost of infrastructure construction have occurred. These increases have been driven by rapid inflation, material and supply shortages, and a difficult labor market. In addition, the stimulus funding added to the economy has created an abundance of construction projects being bid to a limited number of contractors that typically bid on this type of specialized work. The result has been escalating infrastructure costs with bids over the last year coming in at far greater costs than in the past. Even though the previous Federal Street site does not appear to represent a viable option, we have included an updated estimate for that site for comparative purposes.
- The previously reviewed Federal Street site assumed that a central pump station would be constructed near the present plant with an estimated 1000 LF force main under the water and then cross-country to reach the new plant. The underwater portion would be more expensive than a longer land route, so the land option is reviewed in this cost update. The treated effluent would then be returned to the present plant site through a new outfall and connected into the present outfall below the river.
- To reach the Public Works site, a longer force main route will be needed along Lincoln Street, Federal Street, Warren Street, Hodge Street and Danforth Street. This will require an additional 1400 LF of force main. The treated effluent can then flow down an outfall on Danforth Street and into a cross-country line through an easement that will need to be obtained between Federal Street and the river. A new outfall sewer into the river will be needed at this location. The line will have to extend through the railroad track embankment in order to reach an area of the river with sufficient depth for dispersion.

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Mr. Dennis Simmons, Town Manager

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- The Churchill Street site will require the force main from the central pump station to be routed about 4300 LF along Lincoln Street, Federal Street, Hooper Street and Churchill Street. A new outfall sewer can flow by gravity down Hooper Street to Federal Street and then cross-country through the school property to the edge of the river. A new outfall sewer into the river will be needed at this location. The line will have to extend through the railroad track embankment in order to reach an area of the river with sufficient depth for dispersion.
- The Morris Farm site will require a 6300 LF force main along Lincoln Street, Federal Street, Hooper Street and Gardiner Road to route wastewater from a central pump station to the relocated treatment plant. A second pump station will need to be constructed at the new plant to convey treated effluent about 2900 LF to a high point at the top of Hooper Street. The effluent can then flow by gravity through a new outfall sewer similar to that described above for the Churchill Street option.

The estimated planning level construction costs in current 2024 dollars are shown below:

<u>Cost Category</u>	<u>Federal St. Site</u>	<u>Public Works</u>	<u>Churchill St. Site</u>	<u>Morris Farm Site</u>
Central Pump Station	3,900,000	3,950,000	3,975,000	3,990,000
Force Main to Plant	1,400,000	1,700,000	3,100,000	3,700,000
Treatment Plant	39,000,000	39,000,000	39,000,000	39,000,000
Effluent Pump Station	0	0	0	2,200,000
Outfall Sewer on Land	200,000	650,000	3,600,000	4,500,000
Outfall Sewer in Water	1,500,000	1,750,000	1,750,000	1,750,000
Land Acquisition	0	100,000	500,000	500,000
New Public Works	0	3,000,000	0	0
New Salt Shed	0	1,000,000	0	0
ESTIMATE	46,000,000	51,150,000	51,925,000	55,640,000

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Mr. Dennis Simmons, Town Manager

June 27, 2024

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Based upon the preliminary planning level estimates presented above, the Federal Street site at the school (as previously suggested by DEP) is the least expensive relocation option because it is the closest site to the present plant. We understand that DEP based this suggestion on their belief that the school was being closed and relocated which is not the case. Due to likely resistance to build the plant on Federal Street, this may not be a practical alternative.

It would cost more to move the plant to the Public Works site given the longer distance to pump the wastewater and to bring the treated effluent back to the river. This option also requires that a new Public Works building and Salt Shed be constructed at a new location. While no detailed plans have been developed for these two buildings, similar projects in other communities have been in the four million dollar range as noted above. This would result in an estimated cost of \$ 51,150,000 to implement this option.

The Churchill Street site requires additional sewer construction so that portion of the cost is higher than the Public Works option; however, it does not require the relocation of the Public Works buildings. The slightly higher total cost estimate of \$ 51,925,000 for Churchill Street is likely statistically equal to the \$ 51,150,000 estimate for the Public Works site given this very preliminary and conceptual level of estimating. If the Churchill site can be acquired by the Town, it may be the better option as it offers a larger, less constrained site than the Public Works lot.

The Morris Farm site is the farthest away from the present treatment plant and will require much longer sewers to reach the site and to bring effluent back to the river. Due to the topography between the farm and the plant, a second pump station will be required to convey the treated effluent back to the river.

Based on this cursory review of the two added sites that you proposed, we believe that the Churchill Road site appears to be the most promising if it can be acquired. In order to move this project forward, the Town will need to select a site for the

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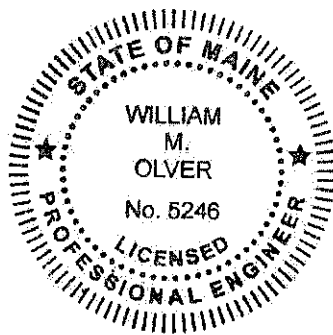
Mr. Dennis Simmons, Town Manager

June 27, 2024

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relocated plant and continue the process of funding acquisition from all available sources. As noted above, the updated costs of the project have increased significantly over the past three years due to economic factors beyond the Town's control. The construction market has been extremely volatile and impacted by inflation. This trend is likely to continue and will further impact the cost of the project until it can be completed.

We hope that this additional information is helpful as the Town considers its options to address flooding resiliency concerns at the treatment plant. We are available to meet with you and Town officials at your convenience to discuss these estimates in more detail. In the meantime, do not hesitate to call if you have any questions or if you need additional information. As always, we appreciate this opportunity to be of continued professional engineering service to the Town of Wiscasset.



Very truly yours,
OLVER ASSOCIATES INC.

A handwritten signature in black ink, appearing to be "W. Olver", written over a horizontal line.

William M. Olver P.E., President
Senior Managing Partner

CC: Mr. Rob Lalli, Superintendent



Wiscasset Ambulance Service

Scout Hall's Purpose Proposal:

Wiscasset Municipal Education Center
7 Lincoln Street Wiscasset ME 04578

Dennis Simmons Town Manager manager@wiscasset.org 207-882-8200
EMS Chief Erin Bean emsdirector@wiscasset.org 207-882-8204

This plan aims to create a facility that is not just accessible, well-equipped, and conducive to adult learning but also a game-changer for the Town of Wiscasset and other area agencies. This facility will foster a culture of continuous learning and growth by providing a hub for various educational purposes, such as training, meetings, classes, and staff development. It will also alleviate the current space constraints, improve education and training quality, and enhance operations' efficiency for all participating departments and agencies.

Our Town's municipal departments are currently facing a significant challenge: a severe shortage of space for training, meetings, and education. As our community's needs continue to grow, our buildings are struggling to keep up. The reorganization of department facilities to accommodate offices, equipment, vehicles, and other needs has resulted in smaller meeting areas. For instance, the EMS department, located on the second story, is inaccessible to individuals with reduced mobility due to insufficient first-floor space. This situation is not sustainable and urgently requires a solution.

Currently, the meeting rooms in the Wiscasset municipal building are severely limited and can comfortably only accommodate up to six individuals. These public multipurpose rooms often experience interruptions during meetings, training, and classes. Moreover, these spaces are not adequately equipped for presentations or hands-on learning, necessitating temporary reconfiguration of available space. When suitable meeting rooms are available, they are limited, underscoring the urgent need for a more spacious and well-equipped facility.

EMS staff are required to undergo biannual mandatory continuing education based on their license levels. Paramedics need 60 hours, Advanced EMTs need 40 hours, and Basic EMTs need 30 hours every two years. At least one class per month is currently offered to meet these requirements. Thanks to three qualified paramedics, courses such as Pediatric Advanced Life Support, Advanced Cardiac Life Support, and CPR can be taught without additional cost. However, the current facilities are not ideal for such intensive and regular training, further emphasizing the need for a dedicated training space.

However, the main obstacle is the lack of an adequate facility to host these classes and provide the necessary equipment and presentation resources. The current meeting rooms are unsuitable for these classes, and the required equipment is not readily available. Additionally, the certifications EMS providers need to maintain have short expiration dates, requiring frequent classes and training throughout the year. These hands-on trainings require transportation, setup, and breakdown of two to six pieces of training equipment after each session. For example, we need to move the 150 pounds of equipment for an EMT class three times a week. Additionally, we hold two CPR classes a month. However, we have difficulty finding a suitable area to host the hands-on portion of the class alongside the necessary equipment, so we have not been able to advertise them.

With an appropriate facility, we could potentially increase the current two monthly classes to once a week. Furthermore, we could advertise CPR classes to anyone interested in becoming CPR-certified and continue to keep those who were previously certified up to date. We could also offer EMS certifications such as Advanced Cardiac Life Support and Pediatric Advanced Life Support at regular intervals to generate income by charging a set cost to offset the facility's instructor, supplies, and use. This facility could meet our current needs and open up new opportunities for revenue generation and community engagement.

The demand for EMT basic and advanced provider courses is high, but minimal classes are available. Currently, within a 30-minute travel distance from Wiscasset, only one basic EMT course is offered per semester, and no advanced provider courses are offered. If students are willing to travel further, courses are available, but they are competitive due to the limited number provided. This results in a delay in continuing their education. The EMS Chief and Deputy Chief are certified to teach both types of classes, but due to a lack of a regularly available accessible facility, they are only able to teach one class per year. With an appropriate facility, there is potential to teach six classes per year; however, a more realistic goal would be three per year. The class sizes are approximately 24 students. Not only would these classes generate income by charging each student a fee, but it would also be an investment in the future of Wiscasset EMS. In the last basic EMT class, two students were hired by Wiscasset and are now continuing their education to become paramedics.

Like EMS, every municipal department has various required training hours. The Maine Department of Labor also requires approximately nine trainings for every employee. Currently, each department is responsible for completing and tracking these trainings. There is an opportunity to combine this training for all departments, specific to our circumstances. However, this would require adequate space for approximately 50 employees to meet. Even if these training sessions were offered quarterly, there would still be approximately 15 people per session. For departments that hire a professional to provide this training, it costs roughly \$15 per person, and the limitations on the size of each training mean that the hired trainers often provide very basic or standard training not specific to our employees. If there were an available facility, several

department Chiefs could teach these trainings in joint department sessions with minimal additional certifications needed

EMS and Police are often asked to host monthly, annual, and special meetings for the area agencies' Chiefs' associations. Finding a suitable meeting room can be challenging, especially when meetings are scheduled late and time-sensitive due to the quickly increasing number of attendees.

Beyond the known Town classes, courses, and training, other area agencies or groups may rent the space to offer training and generate income. This provides a potential revenue stream and fosters collaboration and knowledge sharing among different agencies. However, it is essential to note that many departments have discussed cross-agency training to improve safety within the Town. Organizing these training sessions is tricky without a large, equipped area. With the proposed facility, such cross-agency training could be facilitated, further enhancing the safety and well-being of the entire community.

The Wiscasset Scout Hall, a town-owned property currently unused for any other function, could solve these challenges. This building could become a hub for educational activities with some cosmetic and small facility updates, such as heat pumps. It is wheelchair accessible, has town water and sewer, and is large enough to accommodate 54 people at appropriate tables and chairs comfortably. The facility would benefit EMS, Police, Fire, WCC, the Town Office, PW, and other area agencies by providing a space that can accommodate the size of the function and allow departments to equip for each of these functions by providing a place to store and stock supplies, thus reducing some of the more laborious preparation such as moving cumbersome training equipment from storage to class and giving standard necessities such as tables, chairs, and presentation items.

The building is 800 square feet of open space and would be designed in a classroom style, with 12 tables seating two to three people each, facing the same direction towards any presentation resources, such as a screen or whiteboard, for the instructor. The tables and chairs are easily movable, allowing for quick reorganization for hands-on training, classes, meetings, or any other educational function that needs to be set up differently. The second story includes at least four closets for storing educational equipment or supplies. There are currently no other plans for the second story, but it's possible to utilize it as additional space in the future. The building has two clearly marked exits, a wheelchair-accessible front door, an installed fire extinguisher, fire and carbon monoxide detectors, and a posted building floor plan with the address and emergency numbers.

The facility will have a reservation system for tracking its usage, including which departments use it, at what times, and how often. Department heads and area agencies will be consulted quarterly for their input on the facility's performance, to report any issues, and to provide feedback on its usage. Any department or agency using the facility will also be asked to complete a comprehensive year-to-year review comparing the previous year without the learning facility to the first year with it. Information gathered will be organized into short-term and long-term resolutions, with

short-term issues being addressed as they arise and longer-term issues being discussed to create a plan for the future.

Updates include installing a heat pump to replace the current electric baseboard heat for improved heating and cooling and reduced environmental impact. The floors will be redone with laminate, walls will be repainted, and educational supplies, such as a TV screen for presentations, 12 tables, and 50 chairs, will be purchased. Additionally, interior closets will be updated for secure storage purposes.

The budget addendum details specific costs associated with this plan, including ongoing staff costs, monthly building costs, and one-time costs for updates and supplies. The budget also includes potential revenue from offering classes and facility rental costs.

Annual EMS Training Center Budget

Personnel

10-01 Salaries
 10-02 Full-time
 10-03 Part-time

Estimated one time costs

Flooring \$2,400.00
 Paint \$250.00
 Tables \$2,500.00
 Chairs \$5,500.00
 Closet upgr \$400.00
 Heat pump \$10,000.00
 \$21,050.00

Utilities

20-01 Electricity \$6,000.00
 20-02 Internet/phone \$1,200.00
 20-05 Water \$350.00
 20-06 Sewer \$850.00

Services

30-04 Advertising \$250.00
 30-08 Contracted \$50,000.00 instructors

Insurance

40-01 Property & Casualty \$1,000.00

Equipment & Supplies

50-01 Office Supplies \$250.00
 50-02 Books & Publications
 50-04 Postage \$50.00
 50-15 Custodial Supplies \$500.00
 50-16 General Supplies \$500.00

Repairs & Maintenance

60-01 Building \$2,000.00
 60-08 Equipment Other \$500.00

Staff Expenses

70-01 Dues & Fees
 70-02 Travel & Meetings
 70-03 Training & Education
 70-10 FICA \$155.00

Total Expenses \$63,605.00

01 Basic EMT \$51,200.00 16@\$1,600X2
 02 Advanced EMT \$43,200.00 16@\$2,700
 03 ACLS \$14,400.00
 04 PALS \$14,400.00
 05 CPR \$6,120.00
 06 Rental \$1,440.00

Total Revenue \$130,760.00

Total Revenue - Expenses \$67,155.00



Town of Wiscasset

To: Dennis Simmons, Town Manager
From: Aaron Chrostowsky, Economic Development Director
Re: Letter of Interest for Town Planning Projects
Date: July 25, 2024

I request the town's support in submitting a letter of interest for town planning projects to the Lincoln County Regional Planning Commission.

The county is interested in reallocating its remaining affordable housing ARPA dollars to provide financial assistance to Lincoln County towns that need planning dollars to advance the development of affordable first responder and/ or municipal workforce housing on town-owned parcels.

Examples of possible projects include, but are not limited to:

- Site development studies, including concept planning, surveying work, preliminary architectural plans, etc.
- Engineering studies to determine the feasibility of extending sewer/water to the town-owned site (or well and septic system needs if not connected to public infrastructure).
- Engagement of a consultant to help with the project, including facilitating public engagement to get community buy-in.
- Consulting with legal counsel on how a first responder and/or municipal workforce housing program will work in your community.

The basis of this fund and this letter of intent is the May 2023 findings of the Lincoln County Housing Needs Assessment, which indicate that the County has the Potential for 879 new units and Wiscasset has the potential for 110 new units.

My submission is to request planning resources for the development of the Old Ferry Road Development Project.

Old Ferry Road Development Project

Current Vision

My current vision for the Old Ferry Road Development Project is the following.... The Town intends to redevelop 300 acres of former Maine Atomic Yankee Company land along the Back River between Old Ferry Road, Birch Point Road, and Westport Island Bridge Road into a *Great American Neighborhood*, which will be planned and designed according to the principles of new urbanism. This development will be

walkable and connected to neighboring recreational and open space assets, including the Chewonki Cushman Preserve and the Town's Old Ferry Road Boat Landing. The development will include a mixture of all housing types (affordable, workforce, market rate, multifamily, and single-family homes). This project will integrate fiber-to-home technology, clean energy, and green infrastructure.

The development will attempt to incorporate several parcels for future development businesses in the clean energy and technology sectors.

Current Development Strategy

My goal for this project is to find the highest and best use for this property. The Town has a real opportunity to do something transformative.

Based on my research and discussions with industry experts, they support the following development strategy. This isn't necessarily all linear. And, the more pre-development work the Town does, the more valuable the land.

Conduct due diligence

1. **Legal counsel is currently performing a complete title search.** This will inform us of our negotiating strategy with previous and development strategy.
2. **Brownfield Site Assessment.** Provide a *Site Assessment I: Site Visit, Records Review* (subject, adjoining, nearby properties), interviews (owners, operators, municipal staff); *Site Assessment II: Collect Sampling* (if needed). Once the site assessment is complete, it will address any possible contamination concerns on the property or adjacent properties. The Town is still seeking funds for this site assessment.
3. **Regulatory or constraints analysis.** Engage a reputable land use planning and/or engineering firm to perform a comprehensive regulatory analysis, including an updated site survey, to understand existing site conditions; environmental considerations; covenants/restrictions impacting development; regulatory requirements; zoning/allowed uses for the site; septic/water availability; traffic impacts; marketing analysis, etc.

Plan, Engage, and Design

4. **Master Planning Concepts/Public Engagement.** Following the regulatory analysis, utilize the land use planning and/or engineering firm to perform some master planning work to develop concept site plans and conduct financial proforma analysis likely for phased development of the site. This should include a robust stakeholder and public engagement process so the project can hopefully get buy-in from the community and for residents to understand the development potential and constraints identified through the regulatory analysis.
5. **Final Design.** Once consensus around the concept plan is determined, the engaged land use planners and/ or engineering firms will develop plan sets for permitting. This would be the first set for each phase of development.

Development

6. **Permitting.** The Town, with land use planners and/ or engineering firms, will seek regulatory approvals from the state and local regulatory authorities.
7. **Construction.** The land use planners and/ or engineering firm will provide construction oversight and management during each project phase.
8. **Future phase development** - repeat steps 4-6.

We can change our strategy at different times in the process. While I recommend that the developer/ contractor get involved in the construction phase, we may require them to get all the permit approvals or even the final design.

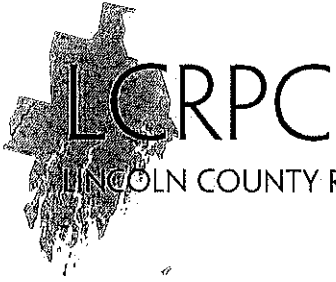
If the Town doesn't use this strategy and considers selling the land to a developer, we are at risk of the land not being developed, cut up into smaller pieces, the project not being completed to our specifications, or sold for less because they will have to conduct the Due Diligence and Planning/ Design.

For this letter of intent, request the County use its Affordable Housing ARPA Funds for the Town to engage with a reputable land use planning and/or engineering firm to perform steps 3. Regulatory or constraints analysis; 4. Master Planning Concepts/Public Engagement; 5. Final Design;

Despite these funds being sought for municipal workforce housing, the town believes that the market needs affordable housing, as outlined in the County's *Lincoln County Housing Needs Assessment, May 2023*. Based on their projections, the Town has the potential for 17 single-family homes, 22 attached single-family homes, 61 multi-family housing, and 10 accessory dwellings.

I believe my current vision for the property will help with the County's housing affordability crisis. There is enough land on the Old Ferry Road lot to satisfy the development of the potential 110 housing units. Based on the mixture and types of homes needed, we can build to accommodate various income types and people at different stages in their lives. Different housing areas would be developed in different phases by specific developers specializing in that type of house type.

In Conclusion, this development has the potential to be very transformative for the Town of Wiscasset. It could help solve a housing affordability crisis in the region that hinders employment growth and grow our tax base. I'd ask that you yield some patience; ***good things don't come easy!***



#4

297 Bath Road
Wiscasset, ME 04578
207-882-5983

July 19, 2024

Reallocation of Lincoln County Affordable Housing ARPA Funds
Letter of Interest for Town Planning Projects

In June 2023 the Lincoln County Commissioners allocated \$1.5 million of the County's American Rescue Plan Act (ARPA) funds to the creation of the *Lincoln County Affordable Housing Investment Process*¹ with the intent of providing financial support for the development of affordable housing units in Lincoln County. Over the past year, the County has awarded funding to five (5) affordable housing development projects across Lincoln County. When fully constructed, these projects will add over 220 long-term affordable units to the County's housing stock.

While this is an impressive achievement, the County must allocate the remaining funds by December 31, 2024 and spend the funds by December 31, 2026. With these dates in mind, the County is interested in reallocating these ARPA dollars to provide financial assistance to Lincoln County towns who have a need for planning dollars to advance development of affordable first responder and/or municipal workforce housing on town-owned parcels.

Examples of possible projects include, but are not limited to:

- Site development studies including concept planning, surveying work, preliminary architectural plans, etc.
- Engineering studies to determine the feasibility of extending sewer/water to the town-owned site (or well and septic system needs if not connected to public infrastructure).
- Engagement of a consultant to help with the project, including facilitating public engagement to get community buy-in.
- Consulting with legal counsel on how a first responder and/or municipal workforce housing program will work in your community.

We are writing to each municipality to gauge interest and to learn more about potential projects. **If you have a possible project in mind, please complete the attached Letter of Interest and submit it electronically to Curtis Brown, Land Use & Transportation Planner (cbrown@lcrpc.org) by Friday, August 16, 2024 at 2:00PM.** Note, submitting a LOI is not a guarantee of your project being funded. We are currently assessing municipal needs and whether we can advance this opportunity through the reallocation of the County's ARPA dollars.

¹ <https://www.lcrpc.org/stories/arpa-affordable-housing-investment-process>

297 Bath Road
Wiscasset, ME 04578
207-882-5983

The County is focused on the development of first responder and/or municipal workforce housing as we have heard from numerous communities – and have experienced it ourselves – that the lack of attainable housing has been a significant factor in why these critical positions remain unfilled. We are also interested in the projects being developed on town-owned property as that will serve as your ‘match’ for this funding opportunity.

As part of any proposed project, please keep in mind the Lincoln County Regional Planning Commission is available to serve as a resource to help facilitate the project as well as identify future funding sources. The County wants to see these projects succeed and the RPC’s staff is committed to providing technical support to your municipality.

If you have questions about this proposal in general or about the attached Letter of Interest specifically, please contact Emily Rabbe (erabbe@lcrpc.org).

Sincerely,



Emily Rabbe
Executive Director

Lincoln County ARPA Municipal Letter of Interest
First Responder/Municipal Workforce Housing Project

Section 1: Applicant Information

Municipality:	
Contact Name:	
Contact Title:	
Contact Email:	
Contact Phone Number:	

Section 2: Site Information

Property Address:	
Tax Map Number:	
Total Acreage of Project Site:	
No. of Acres to be Developed (if known):	
Estimated Number of Housing Units to be Created* <i>(*we recognize this number may change)</i>	
Is the site within the Town's Growth Area?	
When did the Town acquire the property and how?	

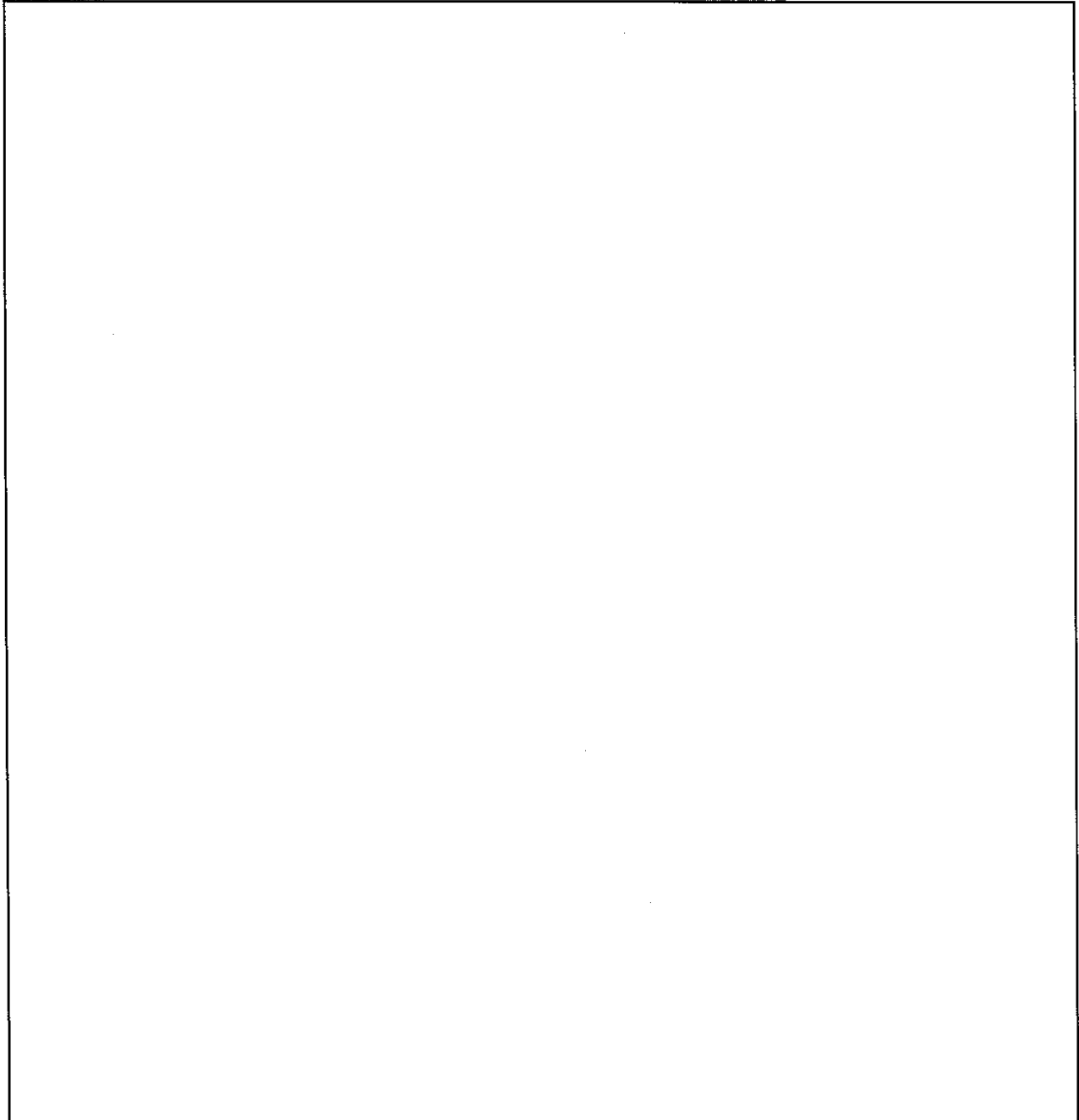
Section 3: Project Description

Provide a concise description of the proposed project (approximately 500 words). The description should identify the anticipated number of units. Please state how this project will help your community, and Lincoln County, with increasing housing for first responders and/or municipal workforce. Provide an estimate of the amount of funding needed for the planning/scoping of the project.

A large, empty rectangular box with a black border, intended for the project description. It occupies the majority of the page below the instructions.

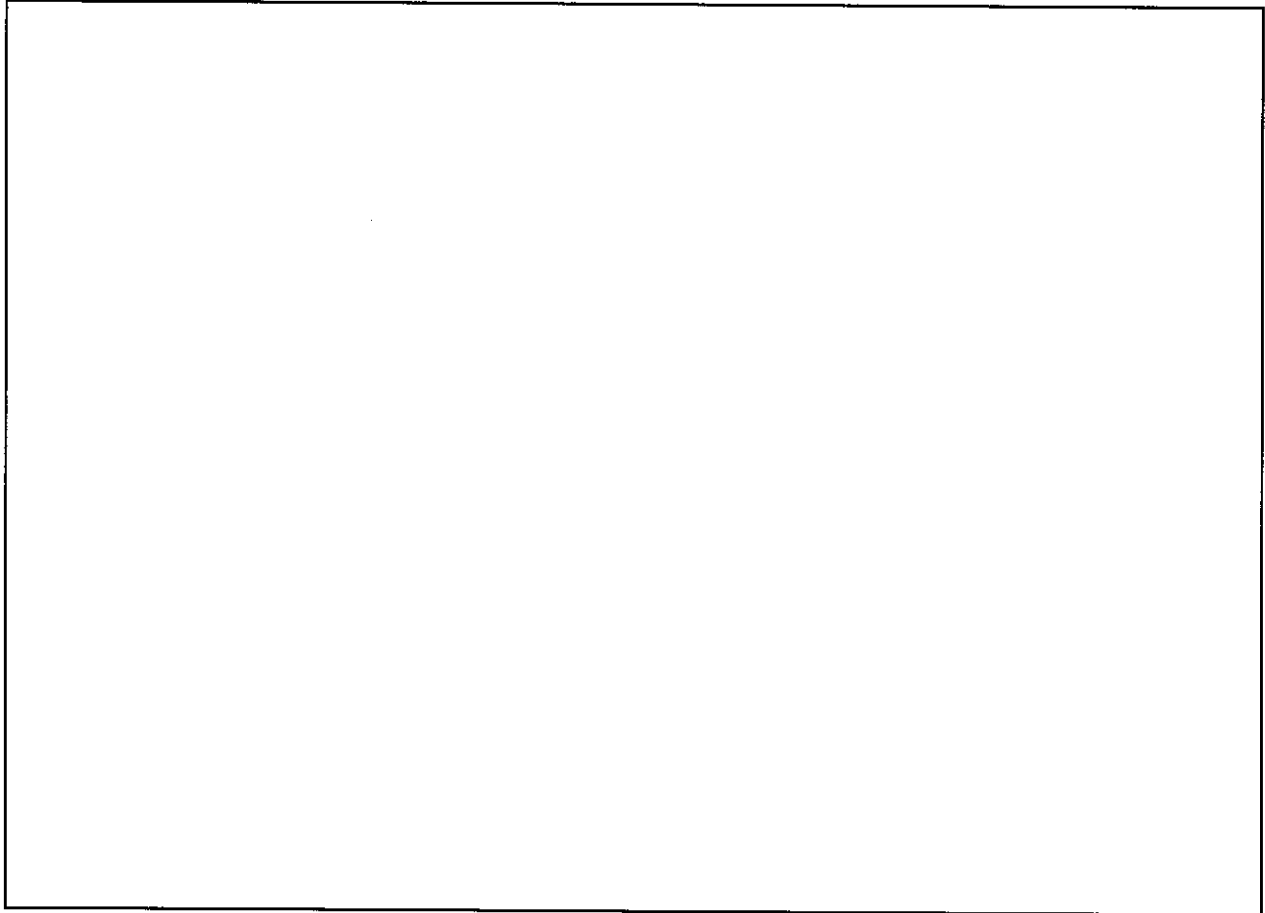
Section 4: Statement of Need:

Provide a clear, concise description (approximately 500 words) of the needs for the project. Describe how the proposed project would fill a gap in the community. Explain which group of first responders and/or municipal workforce staff you anticipate benefiting from the contemplated housing project. Share any other details you think the County should be aware of as part of your contemplated project.



Section 5: Project Barriers

Provide a concise description of the barriers that have slowed or stopped this project from taking shape previously, if any (approximately 500 words). Explain how the allocation of ARPA funding has the potential to change that.



Please submit your completed Letter of Interest to Curtis Brown, LCRPC Land Use and Transportation Planner, via email (cbrown@lcrpc.org) by 2:00PM on Friday, August 16, 2024.