

Section 2.: Inventory/Analysis/ Mapping

G. Municipal Facilities

1. Police

Facilities, Equipment, and Staffing:

The Kennebunk Police Department, in May of 2001, moved its operation from the lower floor of the Kennebunk Town Hall to the former Kennebunk Post Office located directly across the street. The former post office was completely renovated and a new communications and 9-1-1 Center has been operating from this location since the move.

As a result of this move, our current police headquarters should continue to serve the needs of the community for several years with little to no renovation. The only concerns we have at this time is the lack of storage space for our older records. This should be remedied by the construction of a loft in our Highway Garage storage area.

Other equipment needs, including a radio communications repeater, mobile (cruiser) two-way radios and portable handheld radios were purchased during 2000 and 2001 and this area of our operation should not require replacement for another 10 years.

The department's in-house computer systems were updated in 1997 and the majority of these machines are Pentium II-400 based systems running Windows NT 4.0. This current hardware/operating system configuration should continue to operate on an efficient basis through the 2003 budget year.

In September of 2001 the department purchased a new Computer Aided Dispatch /Records Management software from Information Management Corporation in Grafton Massachusetts. This software should serve our needs the next 5-7 years. Additionally, in the fall of 2001, we were able to purchase, with assistance from a Bureau of Highway Safety grant, 7 news Panasonic CF-27 Mobile Data Terminals for our cruisers. These "MDTs" carry a 3-year manufacturer warranty and should not need replacing or upgrading for another 3-5 years.

Currently the department has 6 marked patrol cruisers, 1 detective's vehicle, 1 Chief's car, 1- Utility (4-wheel drive) military surplus vehicle, 1 Animal Control vehicle and 1 Reserve/Special Duty vehicle. The department typically replaces two new vehicles each year and purchases 3 vehicles every 3 to 4 years. With additional patrol personnel now on staff, the need for a 7th mark cruiser is becoming apparent. This will allow for more rotation in vehicle usage and should reduce wear and tear created by 24/7 vehicle operation. In 1998 we began installing identical equipment in each cruiser and this will be completed this year (2002).

Staffing consists of the Chief of Police, 1 part time Administrative Assistant (court officer, records management, payroll, accounts payable/receivable). 19 fulltime Police Officers, 1 part-time Animal Control Officer (20 hours) and several reserve police personnel. The Communications Center consists of 1 Director of Communications, 5 full time Public Safety Dispatchers and several reserve

Public Safety Dispatchers. The reserve officers serve in a variety of capacities ranging from school crossing posts, seasonal beach parking enforcement, and seasonal bicycle patrols to year-round per diem cruiser patrol and special detail assignments. The staffing of these reserve position fluctuate seasonally, and vary from a year-round force of typically 6-8 to a high of 12-14 in the summertime. The department has utilized federal funding grants to acquire 4 of its current full time officers, with 2 serving in patrol positions, 1 serving as detective, and 1 serving as a School Resource Officer (SRO) currently shared between the Kennebunk High and Middle Schools. The department is currently exploring/pursuing additional federal grants for a second School Resource Officer who would be assigned to the recently completed Middle School on Thompson Rd. This SRO is used as a supplemental patrol officer during times that the schools are closed for holidays, vacations, and the summer break which helps reduce overtime expenditures.

It is anticipated, based on current trends that within the next 3-5 years additional law enforcement staffing will be required. This would include the addition of another patrol supervisor's position (Sergeant) to ensure 24/7 (round the clock) supervision of the department's patrol force. It is further anticipated, with the increasing demands on currently available resources, that budget requests for 1-3 officers will be likely.

With the steady increase in call for service being received through the Communications Center, a second full time dispatcher for the hours of 10:00 a.m. to 6:00 p.m. was approved for the 2002-2003 operating budget. It is further anticipated within the next 1-2 years that a second dispatcher will likely be needed for the evening shifts.

An increase of 10 hours per week was approved for the part-time Administrative Assistant position in the 2002-2003 operating budget to bring the total number of hours up to 30 per week. With the increased demands on this position, a request for changing this position to a full time status will be requested for the 2003-2004 budget year.

As mentioned above, during the summer months, additional reserve shifts are added to provide traffic control, parking enforcement, and general supplemental law enforcement coverage on Main St., Lower Village, Parsons Beach, Kennebunk Beach and West Kennebunk. The actual number of seasonal officers varies depending on availability and staffing needs.

The Department provides a variety of special programs within the community. These include, but are not limited to, drug education in the schools, crime prevention seminars, commercial and residential security surveys, traffic safety seminars, child safety seat inspections, the Jump-Start Program for first time non-violent offenders and at risk youth, as well as department's general Community Policing efforts which have or currently include, but are not limited to the following areas.

- Neighborhood meetings to address issues particular to the respective areas.
- Membership on the child abuse council board, parks and recreation commission, youth services council as well as regional and state committees and councils and task forces.
- Organization or assistance to various charity events and betterment programs.
- Involvement in community newsletters and bulletin boards
- Officers involved in school and recreational coaching efforts covering five different sports within the community where officer's hours may be adjusted to provide for this.

- Implement and maintain foot and bicycle patrol in two village areas of town providing contact with the community in a directed manner.
- Involvement with and lectures to local rotary clubs, business associations, and action groups
- Officers instruct a DARE replacement program each year in the schools
- Neighborhood watch and support
- Burglary analysis mapping
- District Officer community meetings
- Bank robbery and fraud classes, as well as shoplifting seminars
- Area specific crime and community policing surveys.
- Work with schools, churches, and business organizations to directly effect problems. If they are of a long term nature, direct involvement to advisory committees and task forces is maintained.
- Drug Abuse Resistance Team (identified previously)
- Participation in school and church lead focus groups
- Juvenile mentoring and decision skills program “Jump Start”, an alternative to the justice system referral for first time non-violent offenders. This program, conceived and made successful in Kennebunk, is now offered in not only other jurisdictions in this state, but elsewhere in the country.
- Maintaining a web page with e-mail access to all department officers, supervisors and administration. Interaction with public through community internet message board.
- Meetings have been conducted in areas of the community where certain traffic related problems have been of concern. Ongoing education is provided through the media and local classes.
- Grant assistance has been requested and received for targeting: speeding, operating under the influence, and juvenile tobacco usage.

Existing and Future Needs

The new police station, completed and occupied in the spring of 2000, has addressed the department's space needs for the foreseeable future. As mentioned earlier, the only space concerns are those dealing with storage, but this should be remedied for the time being with the completion of a storage loft in the Police Department's storage area at the Highway Department facility on Sea Rd. All of our communications equipment was upgraded with the move into the new station in 2000 and should meet our needs for another 8 years.

Officer's service weapons and shotguns were replaced within the last 3 years and should continue to meet our needs through the remainder of this decade. During 2001 and 2002 all personal body armor has/will be replaced with the assistance of federal grants available in 2001 and 2002. This body armor has a recommend lifespan of 5 years and should not require replacement until that time.

The department's computer workstations will need to be updated in the near future. The majority of these workstations, purchased in 1997, are Pentium II 400 systems, each with 64-128 MB of ram. The newer software now being released will require both hardware and operating system upgrades and this has been initiated, but will need to continue over the next two to three budget years.

The Mobile Data Terminals (MDT's) in seven of our cruisers are currently connected via secure cellular link to the York County Communications Center where we can then access Bureau of Motor Vehicle records and the National Law Enforcement Telecommunications System. Unfortunately our

MDT's are not able to access our own department records as the county system uses Vision Air software and our department uses IMC software. It is our desire to switch to an IMC based server such as those currently being used in both York and Biddeford. This would result in better sharing/access of records and would also allow for the dispatching of police calls directly to our Mobile Data Terminals through our current Computer Aided Dispatch (CAD) system.

Other than the aforementioned needs for the coming years, nearly all due to population growth and the impact this growth has on available resources, the department is in good shape. We continue to explore funding through grant opportunities in the area of personnel, community policing, and technology and will continue to pursue this type of funding based on the needs of the department.

Accident Statistics:

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
Total	239	218	217	222	264	276	310	302	340	306	339	344
PI	59	48	57	44	60	59	63	55	56	44	58	44
PD	180	169	159	177	203	217	246	244	284	262	279	299
Fatal	0	1	1	1	1	0	1	3	0	0	2	1

Calls for Service:

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
Calls	2985	3757	4761	5097	5337	5750	5711	5996	6021	6777	7676	8902

Traffic Violations:

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
Violations	918	695	447	415	409	500	479	401	850	1116	1404	1042

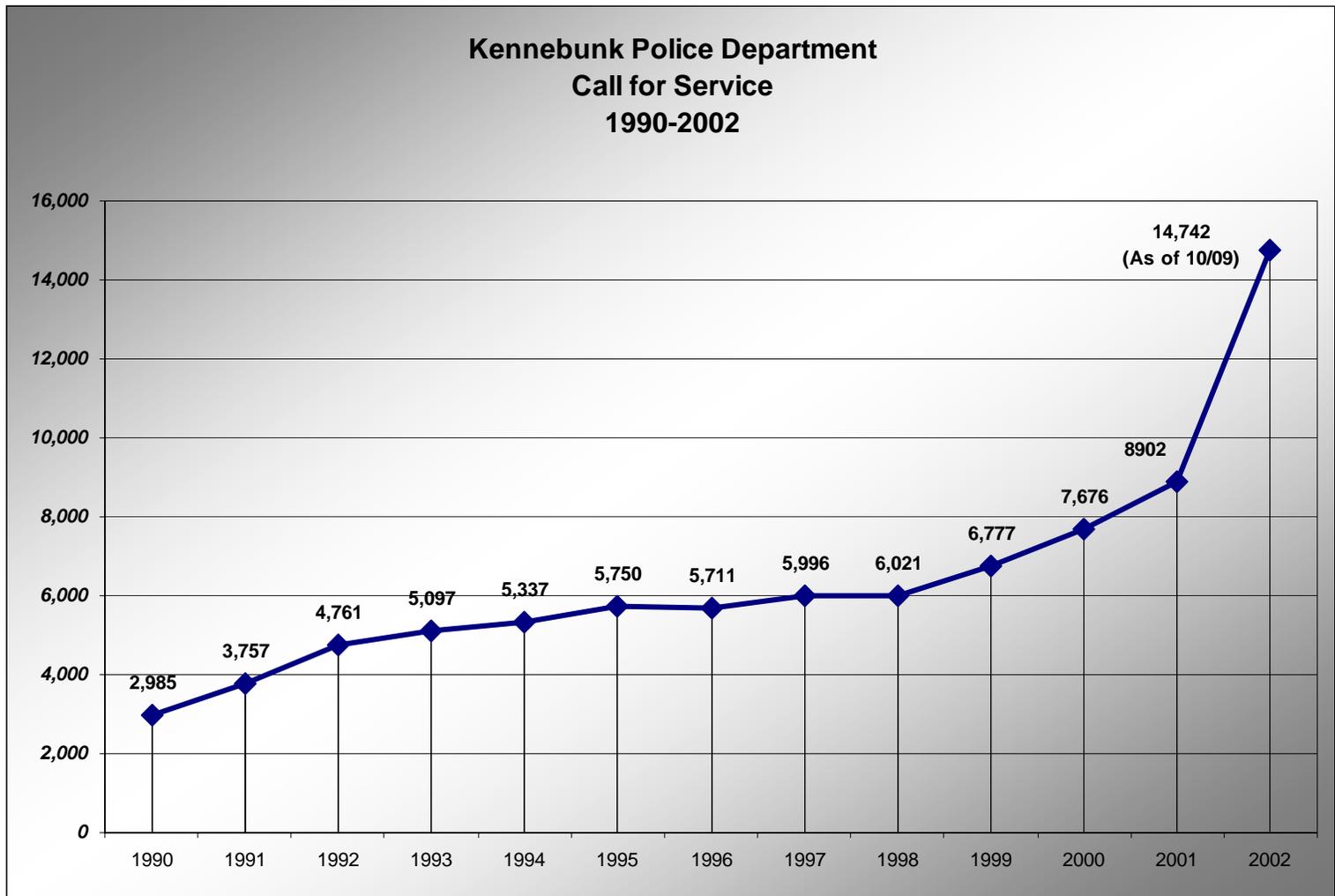
Criminal Violations:

	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
Violations	245	230	200	190	183	179	250	218	182	237	226	234

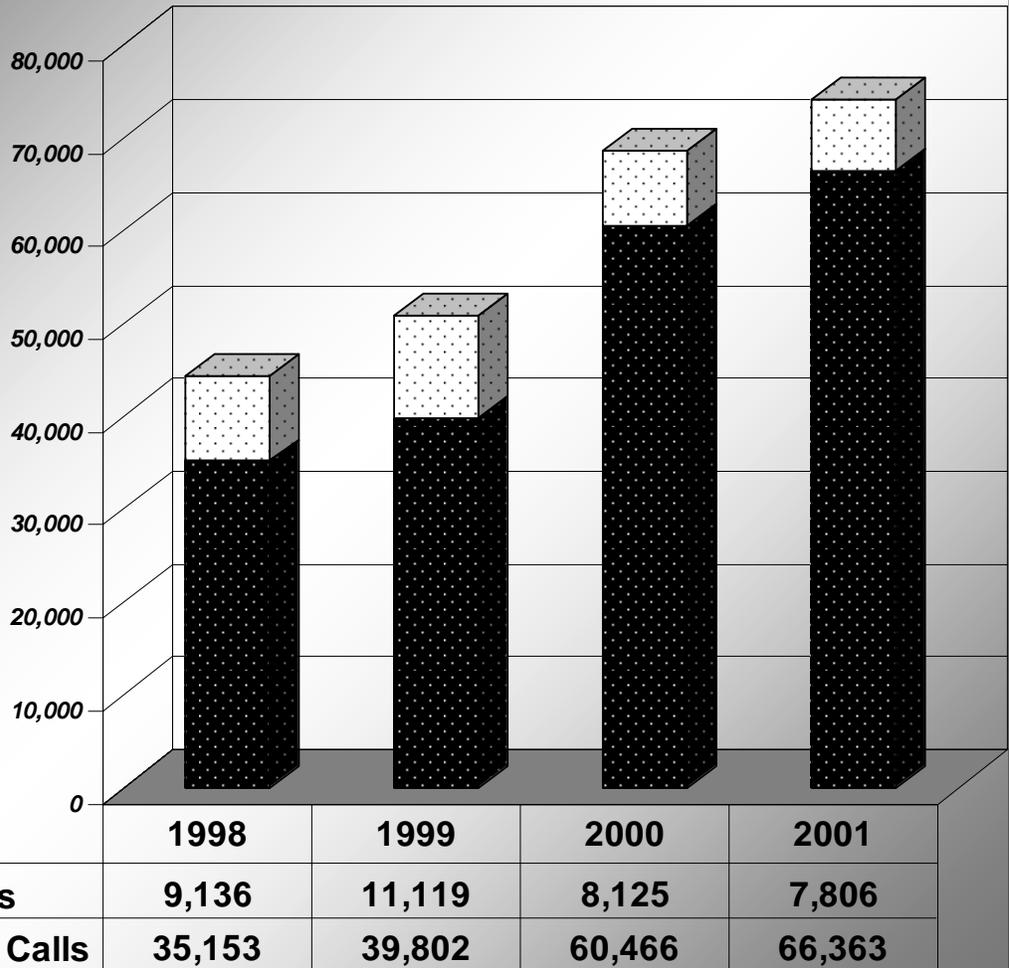
Kennebunk Communications Center

Year	Phone Calls (Incoming)	Walk-Ins	Total	% Increase
1998	35,153	9,136	44,289	
1999	39,802	11,119	50,921	15.0 %
2000	60,466	8,125	68,591	34.7 %
2001	66,363	7,806	74,169	8.1 %

Total 1998-2001: 237,970



Kennebunk Communications Center



2. Fire/Rescue

Buildings

The Kennebunk Fire Rescue is divided into three Fire Districts with four Fire Stations. The Central Fire Station is located at the Town Hall Complex on Summer Street; The Lower Village Station is located on Port Road in Lower Village; The West Kennebunk Fire Station is located on Thompson Road in West Kennebunk; and The Blueberry Plains Station is located on Clearbrook Crossing in the Cold Water Farms Development.

At this time the Central, Lower Village and Blueberry Plains Station's meet the needs of the Fire Department and the Town. They should continue to meet the Department and Towns needs for the next 10 years. The preventative maintenance will be the only thing that will need to be done to these stations. We feel that the West Kennebunk Station is not meeting the needs of the department or the Town. We have budgeted in the 2002-2003 budget for a study to be completed to let us know what if anything needs to be done with this station.

Staffing

The Fire Rescue currently has 93 employee's, which are broken down as follows; Three Full-time employees, Fire Chief, EMS Director and a Non-Emergency Transfer Coordinator. 90 Paid call employees, 56 Firefighters, 12 Firefighter/EMT's, 8 Firefighter/EMT-Intermediates, 4 Firefighter/Paramedics, 6 EMT's, 1 EMT-Intermediate and 3 Paramedics.

The staffing of the Kennebunk Fire Rescue needs to be looked at as three separate divisions.

- The first division would be the Administrative Division; over the next 5 years we do not see the need to add any additional Part-Time or Full-Time employees. However the Administrative Division will probably need additional staffing in the next 10 years to oversee the departments Public Education, Fire Inspections and Training.
- The second division would be the Firefighters Division; over the next five years we do not see that any changes will need to be made to the Firefighters division. This division should be able to work within our paid/call structure and continue to meet the needs of the Town. The Town should prepare for the possibility of having full-time firefighters though in the next ten years. This would probably consist of two firefighters per shift or a total of eight full-time firefighters.
- The third division would be the EMT Division; over the past five years we have had to start shifting our paid/call structure to a per-diem structure. At this time about half of the shifts are covered by paid/call and the other half are by per-diem. Over the next five years we will continue to make the shift from paid/call to per-diem, having all per-diem employees at the end of five years. At that time we will continue to monitor the needs of the Rescue and make adjustments as needed. We may see the need over the next five to ten years that will need to put on two full-time EMT's per shift or a total of eight full-time EMT's to handle the call volume.

As you will see in the attached graph our call volume has continued to grow. The Fire Department sees a 4% increase on average from year to year and the Rescue sees an average of 5

– 8 percent increase. This call volume is what will set the pace for staffing. As our call volume continues to increase we will be unable to rely on paid/call employees and will need to hire full-time employees. Our long-term goals though are to continue to use the paid/call firefighters as long as we can, this will continue to save the Town a large sum in payroll.

The call volume for the Fire Rescue has been as follows;

Year	Fire	Rescue	Year	Fire	Rescue
1986	345	505	1994	516	778
1987	503	522	1995	577	811
1988	513	523	1996	265	855
1989	497	607	1997	232	840
1990	490	616	1998	276	910
1991	525	638	1999	267	1050
1992	448	654	2000	296	1097
1993	424	699	2001	326	1130

Attached is a graph showing the call volume. You will notice on the fire department there was a decrease in 1996. This was because of the way we calculated the amount of runs that were done each year. The years prior to 1996 the runs were calculated by adding the number of calls that each station responded too together. Now we calculate the call volume by the actual calls that the fire department receives not what station went to what call, most of the time all the stations are responding to the same call.

Equipment

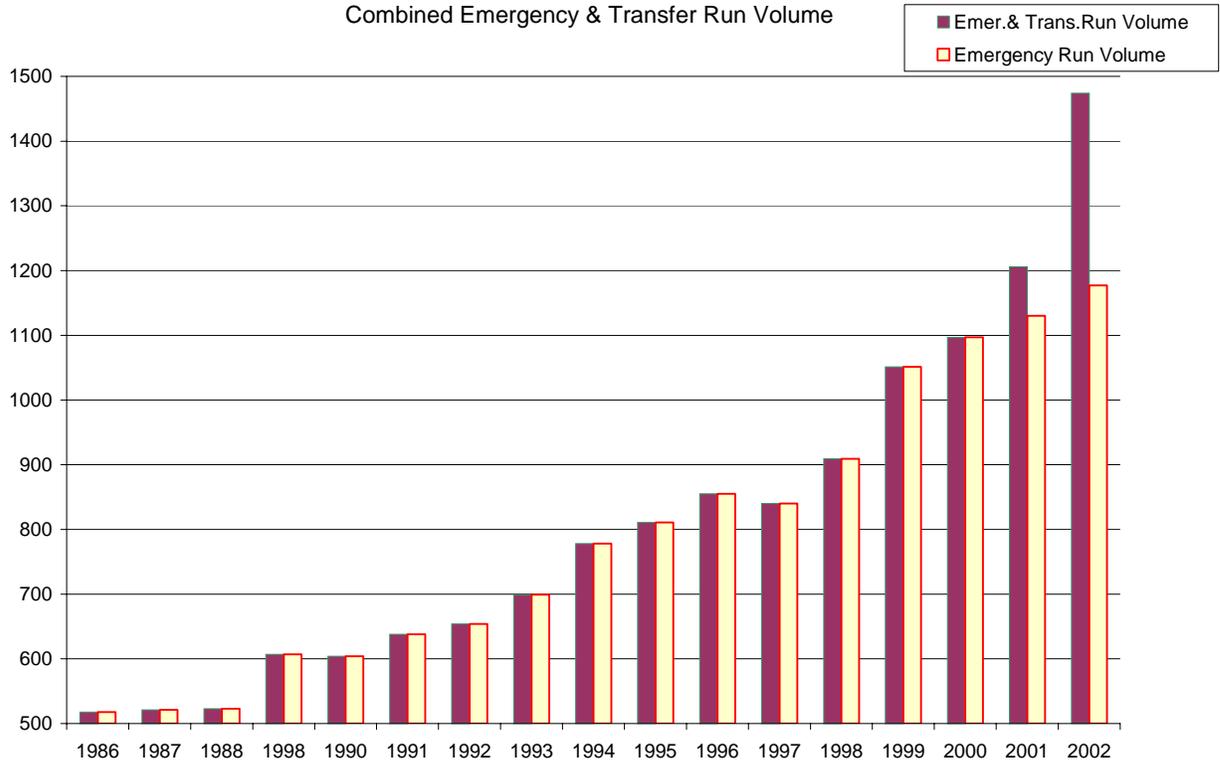
The Central Fire Station houses, One 110' Ladder Truck, Two Engines, Two Brush Trucks, One Special Operations Trailer and Three Ambulances. Lower Village Station houses Two Engines, One Brush Truck, One Jet Ski and also has a Rescue Boat located in the Kennebunk River. West Kennebunk Station houses One Engine, One Tanker, One Brush Truck, One Jet Ski and One Portable Boat. Blueberry Plains Station has one engine. At this time we do not see a need to increase our fleet. We will continue to follow the capital plan that has been outlined for replacement of these vehicles as they age.

Insurance Rating

The Town of Kennebunk has an Insurance Service Order (ISO) Grade of Public Protection Class of 5 in the water hydrant district, and a 9 in the non-hydrant district out of a possible scale of 1 to 10. The most recent survey was conducted by ISO in November 2000. The ISO schedule and Public Protection Class defines different levels of public fire suppression capabilities, which are available once a fire has occurred. The classification number is used for insurance rating purposes for properties with a needed fire flow of 3,500 gpm's or less.

The current Fire & Rescue budget for the year 2002-2003 is \$654,125.00.

Kennebunk Fire Rescue
Combined Emergency & Transfer Run Volume



3. Public Schools MSAD 71

(see Figure 2.G showing locations of MSAD 71 Facilities)

Kennebunk and Kennebunkport are served by Maine School Administrative District (MSAD) No. 71, which was established in 1968. The policy-making body of the district is the Board of School Directors, which is chosen by town election from Kennebunk and Kennebunkport to serve three-year terms. The Board has nine elected directors, six of whom are from Kennebunk. The Board's votes are weighted, with Kennebunk having 120 units and Kennebunkport having 92 units.

School buildings in the district include Cousens School, Park Street School, Sea Road School, Consolidated School, Middle School of the Kennebunks, and Kennebunk High School. With the exception of Consolidated School (grades kindergarten through six), all of these schools are located in Kennebunk.

Cousens School houses 183 pupils in grades early kindergarten, kindergarten and grade 1. This school was built in the mid-1930's on Day Street, just a short distance from U.S. Route 1. It has nine classrooms in the main building along with several special education teaching stations. In addition, there are four temporary classrooms on the Cousens School site.

Park Street School houses 345 Kennebunk students in grades one, two and three and was constructed in 1921. It is located on Park Street just two blocks from the center of Kennebunk. It has 18 classrooms and seven temporary classrooms. The school has a small playground area and also uses the town-owned Parson's Field across the street.

Sea Road School has a student population of 334 students in grades four, five and six. It is located approximately one-half mile south on Sea Road, set back into a thirty-five acre wooded lot. It opened in 1990. The school has 24 classrooms, a library, a science laboratory, a computer laboratory, several special education teaching spaces and four temporary classrooms.

The new Middle School of the Kennebunks has a student population of 658. It is located on Thompson Road. It was built in 2001.

Kennebunk High School is a large facility which occupies a twenty-six acre parcel on Route 35 (Fletcher Street). The school houses 865 students. It was originally constructed in 1938 and expanded in 1980. The school has a library, gymnasium, auditorium, cafeteria, industrial arts area, art and music rooms, in addition to 38 classrooms. Outdoor facilities consist of an all-weather track, football field, two baseball diamonds, a field hockey field, two soccer fields, two softball fields, a basketball court and tennis courts. There are twelve temporary classrooms on site.

The district employs the following staff:

Superintendent	1	Asst. Superintendent	1
Director of Special Ed	1	Business Manager	1
Principals	6	Asst. Principals	2
Guidance	7.50	Librarians	2
Teachers	163.4	Special Ed Teachers	23.80
Computer Coordinator	1	Computer Network Manager	1
Computer Technicians	2	Computer Technologists	6
Nurses	5	Teacher Assistants	36
Teacher Associates	2.2	Teacher Aides	5.47
Secretary/ Clerks	23.13	Custodians	18.75
Director Transportation	1	Mechanics	2
Bus Drivers	22	Food Director	1
Food Services	15.20	Library Aide/ Assoc.	5.43
Security	1	Maintenance Personnel	9
Occupational Therapists	2	Substance Abuse Counselor	1
Psychologist	1	Athletic Director	1
Social Workers	2.74	Printer	1
Physical Therapist	1		

Existing Future Needs

Kennebunk's school-age population began to increase significantly in the 1970's and continues to increase. Until the late 1970's, enrollment increased in grades six and up, with kindergarten through grade five growing more slowly. In 1983 increased in-migration and the recent "baby boomlet" increased enrollment in the elementary grades, and this has continued. January 2000 projections prepared by Caffarella and Cafarella, Inc. predict growth in the elementary grades, early kindergarten through sixth, through the year 2002. Middle School grades, seven- eight, continue predicted growth through 2004 and high school grades, nine through twelve, through 2008.

Additional classroom teachers continue to be added to maintain class sizes determined by MSAD 71 Board policy. In addition, music, art, physical education and special education teaching staff are increased as class size dictates.

Schools in MSAD 71 opened in the fall of 2002 with 40 temporary classroom spaces district wide; with 35 of the 40 classrooms at Kennebunk schools.

The Portland Design Team study on space utilization of all schools, completed in 1994 determined the need for a new grade six through eight middle school facility. Application to the State Department of Education, for financial support, was made early in 1995 and upgraded in the fall of 1995. Local referendum approval came in September of 1999. the state approval for a new 750 student facility was given in February of 2000. The new Middle School of the Kennebunks is projected to open on Thompson Road in West Kennebunk in January of 2002. The opening of this school will free the present middle school space for expansion of high school classrooms. The high school is projected to have approximately 825 students by that date. Also,

the Sea Road School will gain classroom space as the sixth grades move to the new Middle School of the Kennebunks. It is projected at that time we will eliminate approximately 25 temporary classrooms in the district.

The next building project planned for the district is a new kindergarten through grade three Kennebunk elementary school to replace the aging Park Street and Cousens Schools. Both sites are without space for expansion and also evaluated to note that bringing these two schools up to the necessary codes would be much more costly than the construction of a new replacement facility. The estimated occupancy of a new kindergarten through three elementary school, located on Route 35, north of I95, would be 2005.

The State Department of Education will discontinue the subsidy for leased central office space by 2008. The central office space has been outgrown, and the site is for sale at the time of the gathering of this information. A need also exists for a new bus barn with the lease expired on that facility. The district has been looking at many properties to develop a centralized location for both the bus barn and central office facilities.

MSAD No. 71 currently has a fleet of 30 buses. It is difficult to determine the need for additional buses within the next few years, although it is possible that an additional two buses may be required.

Cohort Survival Enrollment Projection for Maine School Administrative District 71

Projected Totals for October of Each Year

Prepared on 01/03/00 by Edward P. Caffarella

Cafarella & Cafarelle, Inc., 5951 26th St., Greeley, CO 80634

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YEAR	ALL	K-5	K-6	K-8	6-8	7-8	7-9	9-12	10-12	ES-SS	K-3	4-6
99-00	2603	1178	1388	1802	624	414	625	760	549	41	756	632
00-01	2640	1183	1385	1817	634	432	642	781	572	42	756	629
01-02	2664	1168	1403	1829	661	426	653	793	566	42	766	637
02-03	2620	1115	1322	1773	658	452	681	805	576	42	702	620
03-04	2609	1089	1298	1755	666	457	677	813	592	42	687	611
04-05	u	u	u	u	648	430	686	857	601	u	u	608
05-06	u	u	u	u	639	442	667	853	628	u	u	609
06-07	u	u	u	u	636	430	658	852	624	u	u	563
07-08	u	u	u	u	637	417	655	868	630	u	u	538
08-09	u	u	u	u	589	441	656	830	615	u	u	u
09-10	u	u	u	u	563	382	607	830	605	u	u	u

Subtotals for grade groups do not include special education students.

Rounding may cause the totals displayed to vary slightly from the sum of the individual grades.

ES and SS are abbreviations for elementary and secondary special education.

The first line of enrollment on this page is actual enrollment.

4. Parks & Recreation

(see Figure 2.G showing the location of Town facilities)

Parks & Recreation supervises and is responsible for maintaining all the parks, playgrounds, and Town recreational facilities. The Parks & Recreation program is staffed by five full-time employees and up to 100+ part-time staff utilized in the peak summer season. The department maintains the following facilities:

Parsons Field (7.75 acres, Park Street) Tennis Courts (2), baseball & softball fields, lighted basketball court, open field, Harbor Playground, Youth Community Center, volleyball court, picnic area

Lower Village Park (2.84 acres, Off Route 35) Basketball court, playground, baseball field and open field

Skateboard Park (1 acre, Factory Pasture Lane) ½ pipe, quarter pipes, launch ramp, pyramid

Route 1 Rest Area (15 acres) Picnic area, grills

Wonderbrook Park (45 acres, Plummer Street) Nature Trails

Lafayette Park (1 acre, Storer Street) Picnic tables, open field

West Kennebunk Recreation Field (5.5 acres, Holland Road) Tennis Courts (2), basketball court, West Side Playground, baseball fields (2), multi-purpose field, grills, picnic area

Lloyd G. Nedeau Memorial Park (9 acres, Off Route 99 Clearbrook Crossing) Basketball Courts, baseball and open field, playground

Rogers Pond (3 acres, Water Street) Picnic area, grills, pond, fishing

Rotary Park (Water Street) Gazebo, picnic tables, open field, benches

Wiggins Pond (30 acres, Wiggins Pond Lane) Nature Trails

Youth Community Center (Park Street) Behind Harbor Playground Games, kitchen, lounge, preschool room, available for rental

Town Hall Auditorium (Corner of Route 1 & Route 35 at 1 Summer Street) Newly renovated, seating capacity of 490, available for rental

Dorothy Stevens Community Center (Thompson Road, West Kennebunk) Kitchen, small stage, facilities, seating capacity of 50, available for rental

The Kennebunk Parks & Recreation Department provides more than 210 programs, activities and special events to the community throughout the year. This is an increase from the 140 programs offered in 1990. Listed below are the programs and special events offered this year by the department:

Pee Wee Programs:

Beyond Tots Adventure Club, Bowling League, Craft Attack, Dolly & Me Tea, Neighborhood Explorers, One Day Bus Trips, One Day Craft Projects, Park Rats Pre-School Swim Lessons

Youth & Teen Programs:

Advanced Children's Tennis Lessons, Babysitting Course, Basketball Programs, Children's Tennis Lessons, Comedy Sketch Writing, Flag Football, Horseback Riding Lessons, Indoor Skate Park, Indoor Soccer, Karate Lessons, Kayaking, Laugh University Improv Theater, Little Tot Tennis, Mad Science, Mountain Bike Trips, One Day Craft Projects, Paintball, Ski Programs, Sparky Vacation Trips, Street Funk Dance, Swim Lessons, Theater Games, Traveling Explorers, Wiffleball, Write Stuff

Adult Programs:

Basketball Open Gym, Karate, Tennis Leagues, Tennis Lessons, Volleyball Pick Up Coed, Women's Par 3 Golf

Senior Programs

Special Events & Family Programs:

Boston Celtics Games, Easter Egg Hunt, Fall Ball, Halloween Party, Introduction to Kayaking, Parents Day Out, Santa's Calling, Spooky World Parent & Teen, Valentines Dance, Winter Carnival

Issues & Implications

The Parks & Recreation Director has identified two major department goals for the next few years. The first is to work on the development of a town-wide trail system which will provide connections between schools, parks and neighborhoods. The second major goal is to work with the Community Center Committee on the development of a community center in Kennebunk.

The findings of the 2002 Recreational Facility survey are included in the public input chapter of this plan. In summary, a majority of the survey respondents indicated that:

- They do not feel that there is adequate indoor recreation facilities available in Kennebunk and would support construction of a multi-purpose recreational facility,
- Indoor space needs identified included space for teens, space for senior citizens, indoor sports space and indoor track space.
- Potential sources of funding such a facility included:
 - town taxes,

- user fees and
- private contributions.

5. Public Works Department

Equipment, Facility, and Staffing

The Public Works Department is responsible for winter operations; road, sidewalk, beach and seawall maintenance; and the Town solid waste and recycling program.

The department is responsible for about 113 miles of road in Kennebunk. The Public Works Department operates out of a garage and recycling center located at 36 Sea Road. Equipment owned by the Town and used by the department consists of the following:

- 7 five-ton trucks
- 2 one-ton dump trucks
- 1 ¾ ton truck
- 1 ½ ton truck
- 1 front-end loader
- 1 loader backhoe
- 2 sidewalk tractors
- 1 street sweeper
- 1 water truck
- 2 recycling trucks
- 1 forklift
- 1 skidsteer
- 2 material balers
- 1 aluminum can separator
- 1 small hot top roller
- 1 grader
- 1 bulldozer
- 1 tractor

The department is staffed by 14 FTE, which includes the Public Works Director, Secretary, Garage Mechanic, 7 Highway employees, and 4 Recycling Center employees. In addition there are two part time ambassadors at the Recycling Center.

The Public Works Department budget in FY 2002-2003 is \$874,023. In the past eleven years the PWD budget has had an average increase of 3.3% per year.

Existing and Future Needs

Replace or eliminate existing grader, dozer and tractor. The grader is 46 years old, the tractor is 40 years old and the dozer is 19 years old. These machines receive relatively little use because of limited applicability to our Public Works mission. A modern grader could be used for shoulder grading, gravel road rehabilitation and snow and ice control. The dozer was used as heavy machinery for landfill compaction. A highway dozer could utilize low ground pressure tracks for ditch grading. Our roadside tractor has been replaced by two sidewalk tractors with attachments that include a brush hog and flail mower. It may be cost effective to budget for rental of this equipment based on our work schedule. An example of this would be to rent a

dozer for major roadside ditch reconstruction or a grader for shaping a reclaimed road surface. We could also explore regional shared use of heavy equipment.

Equipment is basically replaced every 10 years for big trucks, 5 years for small trucks, and 15 years for other equipment. Replacement is staggered so that each year one or several pieces of equipment are replaced. In the future, Kennebunk Public Works will be dealing with the unprecedented growth in transportation and land usage Kennebunk has seen in the last 30 years. The identified growth portion of the remaining open land within the Town of Kennebunk can be expected to be developed. Kennebunk Public Works will have to address transportation and land use changes and seek to develop strategies to allow for growth that provides for economic needs and maintains Kennebunk's ecosystem. Additional equipment being considered includes tandem axle trucks for rural plow routes and an excavator for road reconstruction. The department has reached maximum equipment and staff use capacity, resulting in overtime work and the need to contract out for additional snowplows in the winter and tandem axle gravel trucks for road reconstruction. Options for maintaining current service levels include adding personnel and equipment or contracting out for plowing, recycling and road construction services. Currently individual departments are responsible for their individual fleet maintenance. The Public Works Department mechanic has been servicing some police and Parks & Recreation vehicles and equipment. A fleet management program could be developed for all Town Departments.

The department may be required to build a new salt/sand shed. At present, pure salt is under cover and salt/sand is stored outside. The sand/salt pile and site is currently exempt from ground water classification laws. However, both the State of Maine DEP and the DOT recommend that the town take measures to minimize the impact of the sand/salt pile, as the town is not exempt from civil litigation regarding property damage from salt contamination. Also surface water contamination by uncovered salt/sand piles may be a future regulatory issue for the Maine DEP. In order to prevent surface water contamination the Maine DEP and USEPA are requiring Public Works Facilities to remove old equipment from outdoor storage areas starting in March, 2003. Public Works will no longer be able to store old fire and police equipment at our site. We anticipate that Public Works equipment will require an additional storage bay. Storage options include expanding the current garage or moving Police Storage / Parks Maintenance to a new location.

SOLID WASTE

Recycling: The Town operates the recycling center at the Sea Road Public Works site. The recycling center accepts material from regional communities. Acceptable items are newspaper; mixed paper, corrugated cardboard; redeemable beverage containers; metal cans; #1 - #7 plastic containers; clear, green, and brown glass bottles and jars. Fiber based materials are baled at the Recycling Center by Public Works employees and the material is marketed by the Public Works secretary. In addition all items accepted at the recycling center are collected curbside for Kennebunk residents once per week. The growth areas of Kennebunk have seen an increase in single family home construction. Currently the Town's residential recyclables are collected with 2 single-driver routes. Future growth may require an additional route or modification of the curbside collection program for automated recyclable collection. A storage building with loading dock would allow for better marketing of materials and to handle increases in recycling due to growing residential population.

Transfer Station: The Town operates a White & Brown Goods / Wood / Construction and Demolition Debris Transfer Station at 36 Sea Road. The Transfer Station is run by Commercial Paving Company under a five year contract. Material Prices at the facility are set to meet the operating costs of the contract operator. The Transfer Station is open to anyone regardless of residency or commercial location.

Solid Waste: The Town of Kennebunk has a contract with the Maine Energy Recovery Company (MERC) for disposal of solid waste at MERC's incinerator in Biddeford. The Town has a 5-year contract with Waste Management, Inc., for curbside collection of all residential solid waste. All solid waste for curbside collection must be either in a Town of Kennebunk bag or container with a Town of Kennebunk Tag. Residents purchase bags and tags at local stores. Local stores are credited a 5% rebate on their bag and tag purchases. Tags and Bags are sold at a price set by the Town of Kennebunk to collect revenue to offset curbside collection costs and the MERC tipping fee.

Landfill: The Kennebunk landfill on the Sea Road site was closed in 1991. The site is town-owned with ground water testing and inspections as required by Maine DEP. No ground water contamination has been noted from current testing. We expect to continue with our testing program for the foreseeable future.