

Cumberland County Community Development Program
2014 CDBG General Program Application
Community Cover Page

Project Title Town of Gorham – Upper Little Falls Sidewalk Improvements

Lead Community Town of Gorham

Additional Communities N/A

Contact Information Name David C.M. Galbraith

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Program Category

Public Infrastructure/Facility X Downtown Revitalization X

Public Service Housing Economic Development X

CDBG “National Objective”

Low/Moderate Income: Area-Wide X Limited Clientele

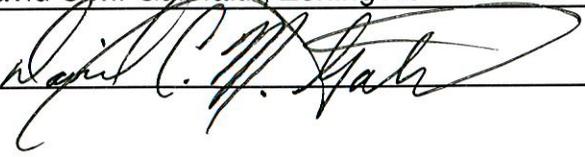
Direct Benefit: Presumed Group (Identify Group)

Slum/Blight: Area-Wide Spot Basis

Amount of CDBG Funds Requested \$237,280.

Total Estimated Project Cost \$296,600.

Name of Authorized Official David C.M. Galbraith, Zoning Administrator

Signature of Authorized Official 

2014 General Application Questions

Respond to the narrative questions in a maximum of six pages (economic development & non-economic development project applications) or seven pages (multi-jurisdictional project applications.)

1. Provide a **brief summary** (400 words maximum) of the proposed project. - 10 points.

The plan involves the reconstruction of two sidewalks that are in extreme disrepair in the Gorham Little Falls area. The project involves replacing the approximately 1,550 foot long sidewalk that runs down Mosher Road/Route #237. It also includes replacing the 1,550 foot long sidewalk that runs down Gray Road/Route # 202. Construction work will include the rebuilding of the sidewalks on the west side of Route 202/Gray Road and on the east side of Route 237/Mosher Road running from the traffic circle at the intersection southerly to the Acorn Road intersections respectively. ADA compliant sidewalk ramps will be installed at the two crosswalks on Route 202 and one crosswalk on Route 237, complete with appropriate signage, and within this project's limits.

The heart of the Gorham Little Falls area is intersected by Routes 237 and 202 which have high volumes of vehicular traffic. Due to commercial activity located north and south of Gorham Little Falls, a high number of the vehicular traffic through Routes 237 and 202 are commercial truck trips.

In 1998 both Gorham and Windham completed a Gorham Little Falls / South Windham revitalization study to provide a vision and to help revitalize the villages. The study proposed a mixed use neighborhood with a strong mix of residential and neighborhood supported commercial uses. In order to support redevelopment of both commercial and residential areas, the study also identified that the Gorham Little Falls village needs to be safe and attractive for pedestrians and cyclists. The study identified that 65% of the sidewalks in the village were in in poor condition with the remainder of the sidewalks being in fair condition. The sidewalks being reconstructed would be classified as in poor condition. A major recommendation of the study was repair of the existing sidewalks to allow pedestrians the confidence that they could safely access residential and commercial property within the Little Falls Village.

2. Provide a response to the four questions below defining and justifying the **need for the activity**. - 20 points
 - a. Convey the magnitude and severity of the issue to be addressed.

The project will provide safe sidewalks for the Gorham Little Falls residents and business patrons. Currently the sidewalks are in extreme disrepair. Curbs have become disjointed and uneven as has the walking surface, creating hazardous

travel conditions for pedestrians and barriers for the disabled. The numerous sunken areas along the sidewalks allow for ponding water and impedes pedestrian access.

- b. Identify the total number of people affected by the issue.
 - i. Out of the total number of people affected, identify the number of people from low/moderate income households.

The total number of residents located within a quarter mile of the project is estimated at 2,000 with roughly 10 businesses located within the area and a Town owned recreation area and ball fields. There are numerous single family and multi-family dwellings located in the Gorham Little Falls area identified as low to moderate income. Town Staff estimates that over fifty percent of the people living in the Little Falls Area meet the criteria of low to moderate income.

- c. Describe to what extent the project makes in the long-term measurable difference in the economic and social health of the region.

The Gorham Little Falls area is in need of revitalization in order to allow the village to grow in a planned manner and retain the village's historic character and scale. In order to support the current limited number of businesses and spur additional business to locate to the Little Falls Village, sidewalks in good condition are essential along the arterial roads (State Route 202 and 237) through the village.

Due to the village-size parcels located within the area, businesses are more reliant for on-street parking for patrons. As a result, businesses are heavily reliant on pedestrian traffic utilizing public sidewalks; by the same token residents rely on their ability to use public sidewalks to access businesses on foot.

- d. Construction related activities: Convey how the project relates to the community's long-range planning and capital improvement needs.

Gorham and Windham completed "A Plan for the Revitalization of South Windham/ Little Falls Village" in 1998 to improve the aesthetic appeal of the Little Falls Village, improve the livability and enhance the economic vitality of the community. The revitalization plan directly references upgrade or replacement of sidewalks as a primary element in correcting the Little Falls Village's deficiencies. The completion of the project will allow the Town to further implement streetscape and pedestrian recommendations in the revitalization plan.

The Town's current Comprehensive Plan and the current draft updated plan looks to continue Little Falls Village's land use as mixed use area of both New England village style residential and non-residential uses.

3. Provide a response to the three questions concerning **management of the proposed activity** – 10 points

- a. Define *who* will manage the grant funded project and *how* they will manage it.

Robert Burns, a professionally licensed civil engineer, is Gorham's Director of Public Works and is MDOT LAP certified. He will manage this project through the Department of Public Works.

When engineering plans are finalized the Public Works Department will, through the bid process, award a contract to the low bidder for three corners of the intersection. The Town will pay the winning contractor according to the payment terms of the contract entered into with the Town.

- b. Explain the experience of the applicant in undertaking projects of similar complexity.

Most similarly, Mr. Burns managed a Community Development Block Grant sidewalk project reconstruction project with the Gorham Village Center State Routes 25 and 114 in 2010. This involved the design and re-construction of concrete sidewalks to replace the existing brick paver sidewalks. Mr. Burns has overseen the design and construction of many roads, bridges and sidewalks in his 20 years as a professional engineer and is eager to work on the Little Falls Sidewalk project.

- c. Demonstrate that an ongoing commitment exists to continue the maintenance and operation of the activity or facility.

The Gorham Economic Development Corporation, a non-profit, quasi-governmental entity that promotes community and economic development supports the grant application.

The Gorham Public Works Department will continue annual maintenance on the sidewalks, including snow and ice clearing throughout the winter and repaving and upkeep with capital funds as needed.

During the **January 21, 2013** Council meeting, the Gorham Council voted to commit financially (20% of estimated costs) and physically the necessary staff and/or consultants to this end.

Alternate question 3.c. for Public/Social Service Applicants:

- c. Describe efforts undertaken or planned to obtain non-CDBG funds, to diminish future reliance on Cumberland County CDBG funds and continue the program without CDBG program funds.

[Answer to be evaluated on clarity, completeness and demonstration that sufficient management capacity is ready and available]

4. Demonstrate that the project is **ready to proceed** – 20 points

For construction related projects:

These State Roads are extremely busy and a detailed site control plan for both pedestrian and vehicular traffic will be required. In the fall of 2012 more than \$100,000 was expended by the Town of Gorham and the Town of Windham for pedestrian safety, handicap ramps, and street scape improvements. A traffic study, rezoning, land acquisition, etc. are not required.

For non-construction related projects:

- Describe the steps that have been completed or must be completed to initiate the project. These may include: community support, staffing, securing an appropriate location, marketing and networking.
- Describe any existing and/or potential impediments to project initiation

For projects requiring a match:

County sponsored projects do not require a match. Community sponsored applicants require a threshold 20% match in cash, donated land or building materials, or contracted project development services. In-kind contributions are allowed, but need to be documented, quantifiable services for work performed.

The Town Council voted on January 21, 2013 to allocate matching funds to complete the project. A copy of the Town Council minutes from the meeting is included in the grant application.

5. **Budget for project.** Fill in the attached budget form *and provide the basis for determination of budget amounts (Appendix IV).* - 5 points

Rob Burns, P.E., the Town's Public Works Director, provided the estimate for the budgeted amounts. He has completed multiple projects with similar scopes of work and utilized this experience to put together the proposed sidewalk reconstruction budget.

6. **Implementation schedule** for project: Fill in the attached schedule form (*Appendix III*). - 5 points

See Appendix III.

7. **7A) NON-ECONOMIC DEVELOPMENT ONLY**

Provide a response to the three questions demonstrating the **need for CDBG program funds** - 15 points

If the Town does not acquire funds to assist with the implementation of this project, the construction of new sidewalks and ramps will be deferred indefinitely and/or may be constructed in segments, rather than all at once.

Depending on the amount of assisted funding, the time to begin construction would be extended.

Partial funding would cause multiple disruptions to the state roads if the roads are not done simultaneously. This approach is much less desirable since it doesn't have the transformative effect we are seeking for the Little Falls Village. Also, partial funding is not cost effective because it requires re-mobilization to complete the project. Finally, it makes no sense to help elderly and handicap folks navigate from accessible areas to non-accessible areas. Accessibility for the disabled should be consistent.

7. **7B) ECONOMIC DEVELOPMENT ONLY**
Economic Development/Job Creation Related Projects Only – 15 points

This question will be answered by applicants seeking assistance for a private business. The project will meet a CDBG “national objective” by creating jobs for low/moderate income persons.

- a. Detail the financing package for the project, the steps taken to meet the business’s capital needs and the need for CDBG funds to fill a financial “gap”.
- b. Specify exactly what the CDBG funds will be used for, i.e. capital equipment, facility improvement, working capital, etc.
- c. Describe the role the CDBG funds will have on the business’s ability to remain competitive and create jobs within the period July 2014 to June 2014. Identify the number of jobs to be created during this period.

8. **Distress Score**

Each community will be **assigned** a score from **0 to 10 points** based upon two factors:

- a. Percent of low/moderate income community residents of the total community population.
- b. Percent of low/moderate income residents in the 25 communities of the Cumberland County Entitlement Jurisdiction that reside in the applicant community.

County sponsored projects serving region-wide initiatives will receive a distress score of **6 points**.

9. **Multi-Jurisdictional Bonus**

5 points will be awarded to projects sponsored by two or more communities demonstrating benefits to low/moderate income residents of all participating communities.

- c. Multi-community applicants must answer two additional questions in a maximum of one page:**
 - i. How will low/moderate income residents in each participating community benefit from the project/activity?
 - ii. What role will each applicant community play in the project/activity?
- d. Application must be endorsed by officials from all communities. Use form found in *Appendix V*.**
- e. Distress score for multi-jurisdictional applicants:**
 - i. Factor #1: Combine LMI & population of the communities to create a new “LMI as % of population factor”
 - ii. Factor #2: Average the existing “LMI as % of County LMI” factor for the communities.

Project Implementation Schedule

<u>Activity</u>	Q #1 J - S 2014	Q #2 O - D 2014	Q #3 J - M 2015	Q #4 A - J 2015	Q #5 J - S 2015	Q #6 O - D 2015	Q #7 J - M 2016	Q #8 A - J 2016
Contract/ Environmental Review	X							
Reporting		X	X	X	X	X	X	X
Advertise for Design Service	July 2014							
Design Services	July/ Aug 2014							
Advertise for Construction	September 2014							
Construction	September 2014	November 2014						
Project Punch List Completion		November 2014						
Project Completed:		November 2014						

Type of Funding	Match Amount	Source of Match	How is the match calculated?	Is the match secured? Please circle yes or no.	If yes, please attach relevant documentation. ¹	If no, please outline and attach future steps to secure match. ²
Cash	Municipal Cash	General Funds	20%	<input checked="" type="radio"/> Yes <input type="radio"/> No	Attached	
	Other Cash			Yes / No		
	Other Cash			Yes / No		
	Other Cash			Yes / No		
In-Kind/ Donation	Municipal In-Kind & Donation			Yes / No		
	Other In-Kind & Donation			Yes / No		
	Other In-Kind & Donation			Yes / No		
	Other In-Kind & Donation			Yes / No		
TOTAL MATCH	\$59,320.					

¹ Please feel free to attach up to 1 page of additional documentation demonstrating secured match.

² Please feel free to attach up to 1 page explaining the future steps that will be taken to secure matches.

Appendix IV: Budget

Construction Projects				
Cost Category	CDBG Funds	Municipal Funds	Other Funds	Total
Design/Engineering	0	15,000.	0	15,000.
Land Costs	0	0	0	0
Materials/Supplies	83,680.	44,320.	0	128,000.
Construction Costs	128,000.	0	0	128,000.
Project Management	*0	*0	0	*0
Other	0	0	0	0
1. 10% Cont.	25,600.	0	0	25,600.
Total Costs	237,280.	59,320.	0	296,600.

Provide the basis for determination of budget amounts:
The above estimates were generated by the Robert Burns, Public Works Director for the Town of Gorham. *Note: Project management and labor cost are included in the above estimate.

	A	B	C	D	E
1	Town of Gorham - Upper Little Falls Sidewalk Improvements				
2					
3	Item	Count	Unit	Unit Rate	Total Cost
4	Mobilization	1	lump	\$5,000	\$5,000
5	Sawcut and remove pavement	150	CY	\$60	\$9,000
6	Remove and reset curb	3000	LF	\$38	\$114,000
7	Grave base for sidewalk	300	CY	\$30	\$9,000
8	Hot mix asphalt sidewalk - 2 inch thick	250	Tons	\$100	\$25,000
9	Hot mix asphalt road repair - 4 inch depth, foot wide	140	Tons	\$100	\$14,000
10	Catch Basin Replacement	16	Each	\$2,500	\$40,000
11	Culvert Replacement	800	LF	\$40	\$32,000
12	ADA Ramps	3	Each	\$2,000	\$6,000
13	Signage	1	Lump	\$ 1,000	\$1,000
14	Painting/striping	1	Lump	\$1,000	\$1,000
15					
16					
17					
18					\$256,000
19				10% Cont	\$25,600.0
20					
21				Grand Total	\$281,600

**GORHAM TOWN COUNCIL
REPORT OF SPECIAL MEETING
JANUARY 21, 2014**

The Gorham Town Council held a special meeting on January 21, 2014 at 6:00 pm in the Burleigh H. Loveitt Council Chambers.

Roll Call; Present; Chairman Phinney, Councilors: Roullard, Moulton, Phillips, Benner, Hartwell. Town Manager David Cole and Town Clerk Jennifer Elliott.
Absent; Councilor Robinson.

Chairman Phinney started the meeting with the Pledge Allegiance to the Flag.

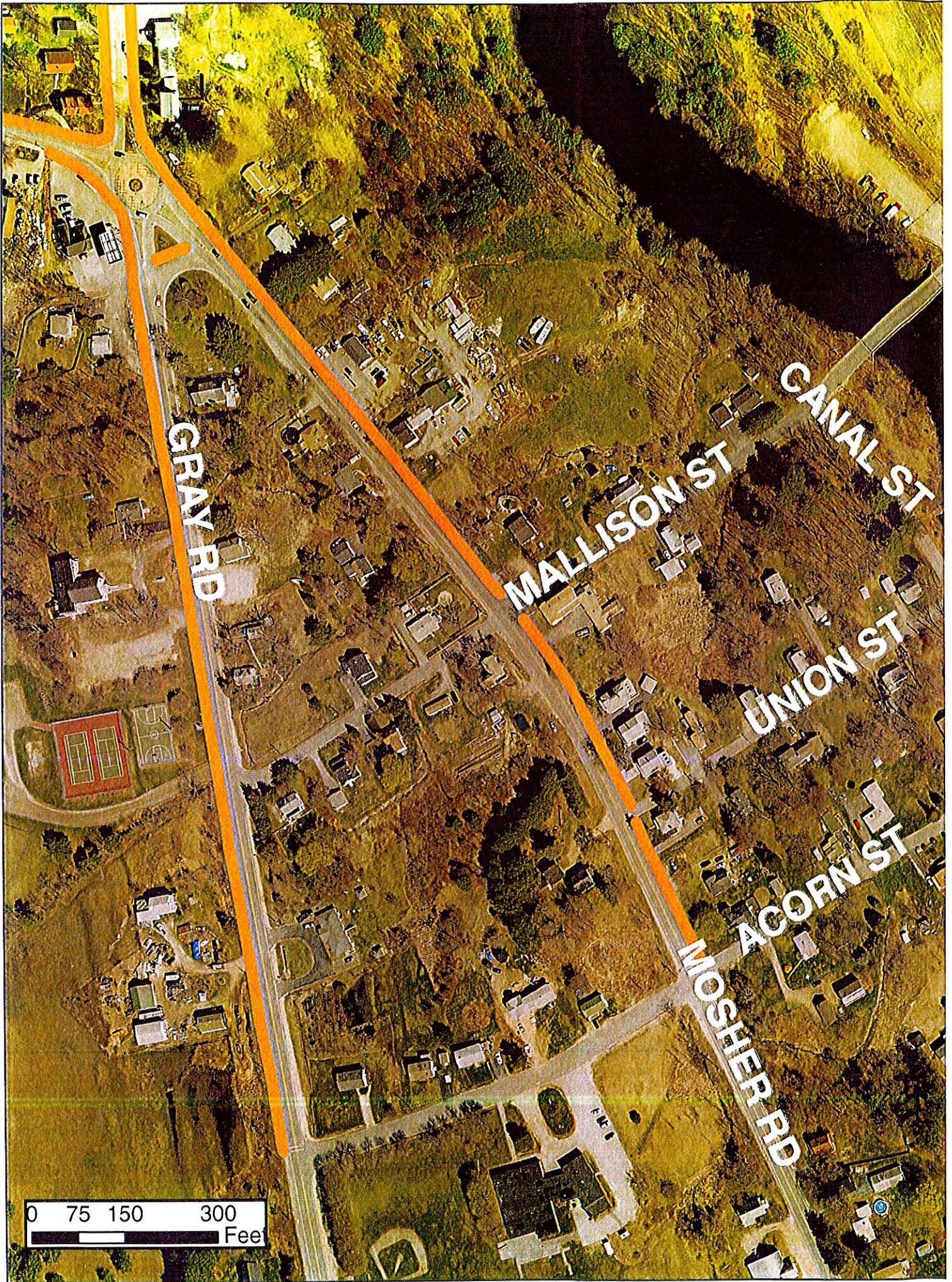
Item #8415 Moved by Councilor Phillips, Seconded by Councilor Roullard and Ordered, that the Town Council endorse an application for a Community Development Block Grant to reconstruct 2 existing sidewalks in Little Falls for a grant of \$237,280 and local matching funds from Gorham of \$59,320 for the total project cost of \$296,600, and
Be it Further Ordered, that the Town Council appropriate \$59,320 from the Rt. 25/114 Sidewalk Reserve Account to provide the Town's 20% local match. 6 years.

Item #8416 Moved by Councilor Moulton, Seconded by Councilor Phillips and Ordered that the Town Council endorse an application for a Community Development Block Grant for a Planning Grant to help the Town review the South Gorham area and facilitate zoning change to be consistent with the Town's Comprehensive Plan with grant funds of \$21,000 and local matched funds of \$4,000 for the total project cost of \$25,000, and
Be it Further Ordered, that the Town Council appropriate \$4,000 for the contingency account for the Town's local match. 6 years.

Moved by Councilor Moulton, Seconded by Councilor Phillips and VOTED to adjourn. 6 years
Time of adjournment 6:06 pm.

A True Record of Meeting

ATTEST: 
Jennifer Elliott, Town Clerk



GRAY RD

MALLISON ST

UNION ST

ACORN ST
MOSHER PRD

CANAL ST

0 75 150 300
Feet