CITY OF LEWISTON
PLANNING BOARD MEETING
Monday, February 11, 2019 – 5:30 P.M.
City Council Chambers – First Floor
Lewiston City Building
27 Pine Street, Lewiston, ME

AGENDA

1. **ROLL CALL**

2. **ADJUSTMENTS TO THE AGENDA**

3. **CORRESPONDENCE**

4. **PUBLIC HEARINGS:**

    a. Planning Board Public Hearing on the 2020 LCIP

5. **OTHER BUSINESS:**

    a. None

6. **READING OF THE MINUTES**: Motion to adopt the January 28, 2019 draft minutes

7. **ADJOURNMENT**

The next scheduled Planning Board meeting is February 25, 2019

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CITY OF LEWISTON

Department of Planning & Code Enforcement

TO: **Planning Board**
FROM: **David Hediger, Director of Planning and Code Enforcement**
DATE: **February 6, 2019**
RE: **A recommendation from the Planning Board for the City Council's consideration on the FY 2020 Lewiston Capital Improvement Plan.**

As the Board is aware, the Charter and the Zoning and Land Use Code require the Board to review and provide a recommendation on Lewiston's Capital Improvement Plan (LCIP). Specifically, Section 6.05. of the City Charter states the following:

> (a) Submission to council. The administrator shall each year prepare and submit to the council a five-year capital program, including the capital program proposed for the school department, at least five and one-half (5 1/2) months prior to the end of the current fiscal year. The administrator shall concurrently refer the capital program to the planning board for its review.
>
> (c) Planning board review. The planning board shall review the proposed capital program each year, and following public hearing thereon, shall forward its recommendations to the city council at least four and one-half (4 1/2) months prior to the end of the current fiscal year.

Article VII, Section 4(e) of the Zoning and Land Use Code states:

> The board shall review the annual capital program and report to the city council in accordance with Section 6.05 of the City Charter its findings regarding the needs of the city for the improvement, replacement and alteration of existing facilities and the acquisition or construction of additional facilities and the order in which such projects should be undertaken. The board shall hold at least one public hearing prior to making its recommendations to the city council.

In anticipation of the public hearing, staff asked the Board for any questions or concerns they may have in effort to provided department heads the opportunity to respond. The following inquiries and responses have been provided at this time:

- Page 23: Fire alarm box and station alerting: How many fire alarm boxes remain? This this in reference to the boxes/pull stations that used to be found around the community?
    - Reference February 5, 2019 email from Lewiston Fire Chief Brian Stockdale
- Page 26: Marketing campaign: more explanation is needed as to why this is only a one-year request and what specifically is looked to be accomplished. Finance Director Heather Hunter will be at the meeting to provide details.
- Page 34: Technology upgrades: concerns with the size of the request being made. More details requested.

    - Reference memo from Lewiston MIS Department Information Technology Manager Craig S. Starr
- Page 36: Police Building: Should we be spending money on a study for the existing site? Are existing building conditions due to unsuitable soil conditions? Is there a better location for the station to be located? Might this be a better lot for redevelopment? Given the recommendations for new fire stations and upgrades to Central First Station, might a single structure for both departments be a better idea? Might e-911 be housed in the same structure?
    - Reference February 1, 2019 email from Police Chief Brian O'Malley.
- Page 37: Main Street: Designs for the new stations were supposed to be similar to reduce costs. Why is $250,000 needed?
    - Reference February 5, 2019 email from Lewiston Fire Chief Brian Stockdale.
- Page 39: Lisbon Street: Recognizing the request is for 2022, designs for the new stations were supposed to be similar to reduce costs. Why is $250,000 needed?
    - Reference February 5, 2019 email from Lewiston Fire Chief Brian Stockdale.
- Page 45: City Hall Stairway: Why is this cost so high? More details requested.
    - Reference "FY 2020 LCIP: Buildings Division, Response to questions" from Lewiston Facilities Manger Louis Turcotte.
- Page 46: PW Wash Bay: This request has been made for several years. An update and more details requested.
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Page 47: Entrance Security Upgrade City Buildings: More details requested.
    - Reference "FY 2020 LCIP: Buildings Division, Response to questions" from Lewiston Facilities Manger Louis Turcotte.
- Page 51: PW facility master plan: Recognizing the request is for 2020, why is a consultant needed? Doesn't PW have the staff and knowledge to complete a feasibility study? More details requested.
    - Reference February 7, 2019 email from Public Works Director Dale Doughty and "FY 2020 LCIP: Buildings Division, Response to questions" from Lewiston Facilities Manger Louis Turcotte.
- Page 60: Birch, Caron, Jefferson sidewalks: Do these projects actually need to be completed in FY20? Which ones may be cut or are of less of a priority?
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Page 61: Pedestrian Improvements: Why is $200,000 need each year for the next five years?
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Page 63: Sidewalks: Which ones may be cut or are of less of a priority?
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Page 65: Streets: What is the process for determining which roads are a priority? Also, specific reference was made to Webster Street from Fiver Corners toe Walnut Street and how that continues to be placed lower on the list.
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Page 78: Hudson Bus soccer: Might this be delayed? Are their specific timelines required for completion?
    - The city has three years to complete the work from the date the National Park Service issues its approval of the proposal. This has not yet been given, so this

could be delayed for one year. Reference February 7, 2019 email from Public Works Director Dale Doughty.

- Page 89: LMS electrical: Why is this cost so high? It was noted that some of the school requests have been made in previous years. What was authorized in the past? More details requested.
    - Reference February 7, 2019 letter from Bill Webster, Superintendent of Schools. Bobbi Avery, Lewiston School's Chief Administrative Officer will be attendance at the meeting.
- Page 92: Montello electrical:
    - Reference February 7, 2019 letter from Bill Webster, Superintendent of Schools.
- Page 93: District wide security upgrade:
    - Reference February 7, 2019 letter from Bill Webster, Superintendent of Schools.
- Page 95: Longley security:
    - Reference February 7, 2019 letter from Bill Webster, Superintendent of Schools.
- Page 96: Dingley security:
    - Reference February 7, 2019 letter from Bill Webster, Superintendent of Schools.
- Page 110: Lake Auburn contingency: This seems like a lot of money for a short term solution. What is the long term plan? Are we continually funding short term solutions?
    - Reference February 7, 2019 email from Public Works Director Dale Doughty.
- Clarification needed on cutting $7,000,000: is this or may it be limited to bonding, operating budget, etc.? What funding source can be cut with having the most and least impact?
    - Heather Hunter will be at the meeting to provide details.
- With interest rates threatening to increase, when might it make sense to authorize more than 80% debt and address what's needed in the short-term versus the risk of bonding in the future at higher rates?
    - Heather Hunter will be at the meeting to provide details.

As noted above, it is anticipated that the Finance Director will attend the Planning Board hearing, as well as some department heads.

At this time, the Board is being asked to provide the City Council a favorable recommendation for adoption of the FY 2020 Lewiston Capital Improvement Program.

ACTIONS NECESSARY:

Make a motion pursuant to Article VII, Section 4(e) of the Zoning and Land Use Code to send a favorable recommendation for the City Council's consideration the adoption of the FY 2020 Lewiston Capital Improvement Program (and if necessary, subject to any concerns raised by the Planning Board).

FY 2020 LCIP: Buildings Division, Response to questions

Page 45: City Hall Stairway Renovation – More details requested to clarify cost.

I have included the original estimate/cost break down done by Mike Paradis. I do not have all of the backup paperwork at this moment but Mike did tell me that these costs were based on a contractor's bid. In my review I believe there is room in this cost estimate to absorb the approximate 6% price increase for inflation between the time the cost were acquired and the potential start of work in late 2019.

Page 47: Entrance Security Upgrades – More details

Security as it relates to city building access has not been updated for many years. The available technology and the way we utilize the buildings has evolved and this has determined the focus of the following recommendations.

- Over the years keys have been issued to staff that have come and gone and as they leave many of those keys have not been accounted for.
- The master key system that we currently use has a patent that has expired, meaning that the template for our "Medco" master key system could become available to authorized dealers outside of our area. Our vender, Fortier's Lock Smith has assured us that there is no immediate concern but this is something that needs to be addressed soon. The proposed project would include addressing our master key situation.

We have been working with Griffon Security, of Kennebunk Maine to learn the latest security technologies and develop a system that can be adapted to all of the city's buildings over time. The proposed upgrades include upgrading door hardware as required to install proximity card/fob readers and the software to administer the system.

- The system would utilize an ID card or fob in lieu of the staff being issued keys.
- From there the doors can be re-keyed and only essential staff issued keys.
- When staff leave the city's employment, the card or fob can be disabled through the software.

The total cost of $427,500 would be spread over the next four years.

Phase One/FY20 ($151,300) **-** In the spring of 2019 the police department will be reviewed for accreditation with the Commission of Accredited Law Enforcement Agencies (C.A.L.E.A.). Controlled accesses to many areas in the department are part of the accreditation and the existing software / hardware is not sufficient to meet the requirements. Phase one includes purchasing and implementation of the software that will support the following phases.

Phase Two/FY21 ($126,200) - City Hall

Phase Three/ FY22 ($75,000) and Phase Four/FY23 ($75,000) - Will include the remaining buildings. No priority list has been determined.

Page 51: PW Facility Master Plan - Why Is a consultant needed?

This request might be better described as a Facilities Condition and Use Assessment. There are large cost facility needs that will need to be addressed such as a new equipment wash bay and replacement/ decommissioning of the fuel storage tanks. I am sure there is more that can be added to the list but it is those types of investment in critical improvements that warrant a professional facilities master plan.

The consultant will:

- Collect data on the existing facility including building area, construction type, space usage, age and the cost of maintenance and operation.
- Coordinate meetings with department heads to analyze how each utilizes their space, identify deficiencies and future growth. This will include equipment inventory, maintenance of equipment and relative job functions of the staff.
- Administrative staff will be involved in a series of input and review meetings.
- Provide an analysis of the existing location and potential sites for relocation.
- The consultant with their space planners, civil, structural and mechanical engineers will assess the information collected and provide reports that will help educate the public and be an evolving resource for the city.

We do not have the staff or knowledge to complete a feasibility study.

- Our Buildings Division has four staff that are current pushing the limits on overtime reacting to day to day operations issues and backing up an under staffed snow plowing crew.
- The engineering department at PW is focused on civil engineering and would not be efficient at a performing a facilities study that needs to be this broad.
- Even though I understand what a study of this kind involves, I do not have the broad range of knowledge or the time required to provide the report.
- The work that currently takes up our time cannot be, efficiently outsourced or displaced.

City Hall - Stairway Improvements			
Furnish and Install New Hand railing			
Replace Missing Baluster			
Furnish and Install Social Service Director Door			
Furnish and Install Sheetrock on Interior Wall 1 St Floor			
Furnish and Install Sheetrock on Interior Walls 2nd Floor			
Paint all Interior Walls			
Furnish and Install Fire Alarms, Emergency Lights, and Exit Lights			
Total Estimated Cost	$ 24,500.00	$ 44,200.00	
Rubber Stair Treads	$ 6,400.00	$ 3,700.00	
Furnish and Install Meter Room Door	$ 2,000.00	$ 5,800.00	
Furnish and Install Storage Room Door	$ 2,000.00	$ 3,900.00	
Furnish and Install 2nd Floor Door	$ 2,000.00	$ 5,770.00	
Furnish and Install 1st Floor Wood Door	$ 4,500.00	$ 4,500.00	
Reinstall Existing Hand railing	$ 4,000.00	$ 4,000.00	
Furnish and Install Suspended Ceiling	$ 1,000.00	$ 1,000.00	
Abate Lead Paint Ceiling	$ 5,500.00	$ 5,500.00	
Replace 9 Light Fixtures.	$ 4,000.00	$ 4,000.00	
Sprinkler Extension	$ 1,000.00	$ 1,000.00	
	$ 56,900.00	$ 83,370.00	

From: Brian Stockdale <BStockdale@lewistonmaine.gov>
Sent: Tuesday, February 5, 2019 9:03 AM
To: David Hediger <DHediger@lewistonmaine.gov>
Cc: Ed Barrett <EBarrett@lewistonmaine.gov>; Heather Hunter <HHunter@lewistonmaine.gov>
Subject: RE: LCIP questions from the Planning Board

Dave,

Here are the answers the planning board is looking for from the FD. If you have any further questions please let me know.

Page 23

- This LCIP request is from the 911 Center. It consists of replacing outdated equipment for fire alarm boxes and replacing the alerting systems for both Lewiston and Auburn Fire Departments
- I do not believe they are replacing the fire alarm boxes themselves. This is requesting funds for the receiver that is at dispatch that digitizes and accepts the alarms from the boxes throughout the two cities.
- The city of Lewiston currently has 75 Fire Alarm Boxes. I do not know how many Auburn Has.

Page 37

- $250,000 – This funding will be for land purchase. The goal would be not to use all of it, but as we experienced this year with the purchase of the N. Temple property sometimes the land cost can be high. I have researched general areas where the Main St. station can be located and looked at land prices. The commercial property in the area runs anywhere from $49,000 to $225,000 depending on the lot size. There is room for negotiating the prices so, at this time $250,000 is a good number. The estimated amount of land needed for the station is 2.1 acres.
- The $3.3 million dollar budget for the total project will need to be increased.
- I have contacted Context Architecture to discuss what the savings may potentially be for similar designs as we move forward.

Page 39

- $250,000 – Please see first bullet under Page 37 answer. Commercial property in the area for the Lisbon St. Station seems to be comparative to the Main St. Area, at least for what is available at the moment.
- Lot size needed is estimated to be at around 2.1 acres.

- Again, the 3.3 million dollar budget will need to be revised up.
- See bullet 3 under the page 37 answer.

I will update you further as soon as I receive additional information from Context Architecture. If you have any additional questions please let me know.

Thanks

Brian

Brian Stockdale

Fire Chief

City of Lewiston

2 College Street

Lewiston, Maine 04240

Ph: 207-513-3002

Fax: 207-783-6138

From: Brian O'Malley <BOMalley@lewistonmaine.gov>
Sent: Friday, February 1, 2019 3:12 PM
To: Ed Barrett <EBarrett@lewistonmaine.gov>; Brian Stockdale <BStockdale@lewistonmaine.gov>; Heather Hunter <HHunter@lewistonmaine.gov>; Denis D'Auteuil <DDAuteuil@lewistonmaine.gov>
Cc: David Hediger <DHediger@lewistonmaine.gov>
Subject: RE: LCIP questions from the Planning Board

Ed,

I cannot speak to the soil conditions but I would assume there was an issue due to the building shifting and cracking. Through the work and studies that were done I have been told that the rear wall is done settling and they do not expect it to move again. I have no information regarding the rest of the building walls. I would agree that if the city's plan is to upgrade or replace central fire station and the police department building was going to be replaced it would make more sense financially to combine all into one building, I would be in favor of that. I am not sure what would be the best location. I assume the council would like to keep the police department downtown. If the city was able to get property next to the southern gateway parking garage which would allow police and fire personnel to utilize the parking I would be in favor of that location. I haven't spoken with 911 Director LeClair but I would also assume that he would be in favor of an upgraded location.

Chief Brian O'Malley
Lewiston Police Department
171 Park Street
Lewiston, Me 04240
207-513-3137

From: Dale F. Doughty <DDoughty@lewistonmaine.gov>
Sent: Thursday, February 7, 2019 12:02 PM
To: David Hediger <DHediger@lewistonmaine.gov>
Cc: Ed Barrett <EBarrett@lewistonmaine.gov>; Denis D'Auteuil <DDAuteuil@lewistonmaine.gov>; Heather Hunter <HHunter@lewistonmaine.gov>
Subject: Planning Board Questions LCIP

Dave:

I hope this helps.

Page 46: PW Wash Bay. The purpose of this wash bay is to extend the longevity of the fleet by allowing the entire fleet of snow fighting equipment and others to be washed within days of a storm. As indicated in the original summary, 25-30% of repairs are related to corrosion in some fashion. Furthermore, the degradation of some frame and body components are not repairable. The current wash bay is within the Municipal Garage and is impacting the structure itself due to water moisture getting into electrical components and insulation. A fully equipped wheeler with plow and hopper are now nearly a quarter of a million dollars each, extending the life of the fleet by two to three years, reducing maintenance costs and increasing the reliability of the fleet though better flushing of salt and other contaminants would result in significant savings and more consistent service. Additionally, this facility could be shared beyond Public Works with other agencies through a key fob system, like the city's motor fuel system. Please note if this and the Facility Master Plan on Page 51 are both funded then they will be coordinated.

Page 47: Entrance Security Upgrade City Buildings. City buildings at Public Works have no real form of security and accountability and doors are either locked or open and unlocked depending upon the facility and the time of day. After-hours access to the buildings are available by mechanical key lock access and are not monitored. Employee access would tracked and monitored with electric key pass system and it would be quicker and easier during after-hours emergency operations to gain access to the buildings than fumbling with a key and lock. With electronic key pass entry, questions can be addressed with respect to payroll, emergency personnel accountability (how many people in the building and when?). Furthermore, there are a number of operations/controls with water and sewer systems that have important security/public safety considerations. Tracking and tightly controlling entry would be very prudent at these sensitive utility locations.

Page 51: PW facility master plan. Lewiston Public works is headquartered on Adams Avenue. Much of the Adams Avenue facility was built in the 1950s through the 1970s. Much has changed since then with the technology and equipment needed to deliver public works operations efficiently. This study would best be provided by a consultant who could look at the existing facilities from structural, maintenance and operational viewpoints. The consultant would need to have expertise on mechanical, HVAC, building controls, codes, environmental, ADA and structural engineering and the ability to work closely with Public Works management staff to understand todays and tomorrow's operational needs. Lewiston's Engineering staff is mostly experienced in Civil and Utility engineering disciplines. Questions asked of the consultant during this project would include: What needs to be done to maintain the existing facilities in the short and mid-term to get the most out of them at the lowest lifecycle cost? Could the existing facility on Adams Avenue be refurbished at some point to meet future needs or should other options be considered? If not what would a new facility look like and what should be

considered in locating and designing such a facility? Finally, what are the short and long-term costs of these alternatives and what operational efficiencies /savings could be realized?

Page 60: Birch, Caron, Jefferson sidewalks do these projects actually need to be completed in FY20? Which ones may be cut or are of less of a priority? This project has already been split into two phases from a former LCIP. Phase 1, proposed for FY2020, is the sidewalk component at $700,000 and then Phase II is the road rehabilitation in FY2022 at an additional $900,000. The scope for this current LCIP (FY2020) is for sidewalks on Birch Street between Bartlett Street and Jefferson Street, Jefferson Street between Birch Street and Walnut Street, and Caron Street from Jefferson Street to beyond Jude/Marcotte Park playground.

Jefferson Street was added because of the High School and new Elementary School needs. Caron Street was added to provide access to the new Jude/Marcotte Park Universal Playground. If the project needs to be cut, Public Works suggests keeping both the Jefferson and Caron Street segments and postponing the Birch Street Segment.

Page 61: Pedestrian Improvements. The Pedestrian Study recommended a series of projects estimated at $1,000,000. The $200,000 for 2020 is the first installment of a 5-year plan. We didn't have the completed report at the time the LCIP was put together and printed. We are getting the electronic files from the consultant so we can get it imported into the final LCIP for background information.

Page 63: Sidewalks. Which ones may be cut or are of less of a priority? Sidewalk priorities are in the order they are listed on page 64 in FY 2020 LCIP. The highest priorities are on the top of the list.

Page 65: Streets. What is the process for determining which roads are a priority? Also, specific reference was made to Webster Street from Fiver Corners toe Walnut Street and how that continues to be placed lower on the list.
The Street maintenance program projects are chosen using a number of factors. These include street pavement condition, issues with surface and ground water, public input and utility project coordination. We also look at the location of streets to bundle projects, bundling lowers the overall costs by reducing charges for contractor mobilization. Having said that, we will be looking at this process in the upcoming months and documenting the processes, factors considered and decisions in more detail for the 2021 LCIP. Engineering's current plan for the major reconstruction projects in the city has most of the worst roads in the LCIP within the next 5 years.

Specifically, Webster Street to 5 Corners was on the 2022 list in the FY2018 LCIP but, was moved up a year to 2021 due to its condition within the printed FY2019 LCIP. If we were to add Webster Street with its current scope, it would add about $500,000 to the $2,671,000 cities cost for 2020 or it would need to displace other roads listed. We could displace a number of less used lower cost city streets. The only other large reconstruction project proposed for 2020 at this time is North Temple Street, which is in worst shape and leads to McMahon Elementary school. Unless additional funding can be secured we feel the published list is the best mix of projects for FY 2020 and 2021.

Page 78: Hudson Bus soccer. Are their specific timelines required for completion? We have three years to complete the work from the date the National Park Service issues its approval of the proposal. This has not yet been given, so this could be delayed for one year. We have adequate funding in the current

water storage project and in the first Soccer field installment in the 2019 LCIP to stabilize the areas in the meantime.

Page 110: Lake Auburn contingency. This is a lot of money. However, the other options are a lot more money for not doing an alum application. Options to alum treatment were considered in an engineering report by CDM in 2014 and estimates for filtration for loss of waiver is $35 million and higher. Dose of alum at this time will strip phosphorus from the water and provide time for watershed improvements to remove sources of phosphorus coming into the lake from non-point sources. This is part of the long term plan – continue to manage phosphorus coming into the lake and manage other risks to water quality of Lake Auburn. Short term does not provide a solution. 2018 copper sulfate algae treatment was a short term effort to mitigate algae growth for 2018. Alum treatment is expected to last 5 to 10 years depending upon effective removal of phosphorus inputs coming into the lake. Removing or prevent additional phosphorus from getting into Lake Auburn is the long term solution.

Dale. F. Doughty, C.G.
Public Works Director
Lewiston, Maine

Lewiston MIS Department

Craig S. Starr
Information Technology Manager
cstarr@lewistonmaine.gov

Planning Board Members:

In response to inquiries made at the Planning Board meeting on January 28, 2019 the MIS Department would like to offer additional details on the Lewiston Technology Infrastructure Upgrades project contained in the FY2020 LCIP. The intent of this memo is to elaborate on the list of items requested by the MIS Department through the Technology Infrastructure Upgrades project.

After a review of all current hardware's in operation we have discovered that several hardware's are either nearing or past the end of their useful life. This means that in order for the various hardware's to continue to support operations throughout the city we need to bring these systems up to date. During the review of the various systems in the city it was clear that we have been operating without a hardware replacement plan for many years, and this is now catching up to us. In response, staff developed the 5 year LCIP Plan by prioritizing the needs for the upcoming fiscal year and projecting the city's technology needs over the remaining 4 years of the plan.

Along with keeping our systems up to date, we also have mandates that we are required to follow. As an example, we are mandated by the Federal and State Governments as to what hardware and software must be maintained for the city to be part of the Criminal Justice Information System. Part of this mandate states that we cannot operate on End of Life or End of Support hardware and software.

As technology continues to evolve, we need to maintain a technology infrastructure that meets our needs of today, but also prepares us for tomorrow. This requires regular and on-going investment in our technology infrastructure. Each software, computer, hardware, etc. have a life span. The life span is typically set by the product vendors and as a product nears the end of their life cycle, we can face service disruptions or even outright service failure if the product fails to be upgraded or replaced when it is at the end of its life cycle. Here are some life cycle drivers behind the upgrades requested in this FY20 LCIP:

- Software vendors choose the life span for the product they are offering, which is typically based on the number of current active product releases.
- Typical Server and Desktop PCs have a seven-year life expectancy. We have included a seven-year replacement schedule of our network servers. We staggered this over 5 years so it is not a huge expenditure all at once every seven years.
- Microsoft supports only three version of an operating system such as Windows or Office type products. Windows 10 is currently in its third release. Support is being dropped for Windows 7, Office 2010 is End of support since Office 2013, Office 2016, and Office 2019 have been released.
- Most of our switching equipment were installed twelve to fourteen years ago. None of this hardware has been upgraded during this time.
- When City Hall replaced their switches several years ago the old switches were given to the Library. This effectively puts the age of these switches at over 20 years old. This is a security risk to the rest of the network as the old switching did not have some of the detection that the newer hardware brings.

The three largest Technology LCIP projects in FY2020 are:

Keystone Information Systems - $165,000 has been requested to upgrade the software the city uses to manage tax billing. The existing software was installed over twenty years ago and has not had any major upgrades since.

New SAN (Storage Attached Network) -$100,000 has been requested to add additional storage for current and anticipated data storage needs. As you all know data isn't getting smaller and our needs to retrieve data continues to grow. As our data storage needs grow so does our need to back up the data. This means as we add new storage we also need to include storage space for back-up purposes. This effectively doubles the space required to store data.

Dark Fiber - $250,000 has been requested to begin replacement of the leased dark fiber backbone we have been using over the last 15- 20 years. The development of this project first came to be when we were given notice by our vendor that we could anticipate a price increase as our franchise agreement comes to an end with FirstLight.

Under the expiring franchise agreement the city along with the school department leases 39 fiber connections at a cost of between $125 and $175 per connection per month. Our vendor notified us that we could anticipate a price increase upwards of $500/ per connection per month over the next year or two. This is a large increase in cost and prompted MIS staff to explore other alternatives. Beyond the costs savings of avoiding a large increase this project also increases security by giving us multiple fiber connections per site vs the 2 strands that we currently have under the lease with First Light. Running our fiber gives us the ability to separate critical networks from more public networks giving us greater security on our private networks such as our SCADA (Water and sewer control network), Surveillance Camera network, Storage network where the servers reside. All of the mentioned networks currently share a connection, which limits performance on all of the mentioned systems.

Thanks

Craig Starr

February 7, 2019

To: City of Lewiston Planning Board

From: Bill Webster, Superintendent of Schools

Re: Request for LCIP Information

We received correspondence from David Hediger, Director Planning and Code Enforcement, requesting more information for the Planning Board on some of our LCIP requests. Specifically, we were asked for

- Page 89: LMS electrical. Why is this cost so high? It was noted that some of the school requests have been made in previous years. What was authorized in the past? More details requested.
- Page 92: Montello electrical. Why is this cost so high? More details requested.
- Page 93: District wide security upgrade. Why is this cost so high? More details requested.
- Page 95: Longley security. Why is this cost so high? More details requested.
- Page 96: Dingley security. Why is this cost so high? More details requested.

Exhibit 1 lists all the dollar amounts for the above requests including more detail on the security projects. Exhibit 2 is a memo summarizing the two electrical requests. Exhibit 3 is the original electrical review from Bennett Engineering in regard to Lewiston Middle School.

The security requests are the result of a security review that was conducted last year by TRC Consultants on each of our building. We do have backup that we are prepared to share with you in executive session, but we are concerned about sharing this information publicly as it clearly identifies the vulnerabilities in each of our building.

Bobbi Avery, our Chief Administrative Officer, oversaw this review and will be in attendance at your meeting on Monday. If you wish to go into Executive Session, she is prepared to share this information with you.

In the meantime, I am pleased to respond to any further questions that you may have at either 795-4100 x4010 or bwebster@lewistonpublicschools.org.

Thank you.

FY20 Lewiston Public Schools LCIP Request Breakdown		
Description	Page #	Requested Amount
District Wide Security Camera Upgrade	p. 93	
New video cameras (approx 100 locations in 10 buildings)		350,000
Replace out of date/failing existing camera systems		500,000
Contingency		64,000
		914,000
Longley Building Security	p. 95	
Perimeter Boundary		15,000
On-Site Parking		50,000
Lighting		70,000
Building Access Control		30,000
Entrance Hardening		100,000
Security Film		5,000
Protection of Air intakes; HVAC Controls		12,500
Interior Access Controls		7,000
Exterior Windows		50,000
Duress/Panic Button System		10,000
Communication Systems		5,000
Contingency		45,500
		400,000
Dingley Building Security	p. 96	
Lighting		45,000
Lobby Entrance		75,000
Protection of Air Intakes		7,500
Chief Administrative Office		1,000
Duress/Panic Button System		5,000
Access Controls		25,000
Intrusion Detection System		10,000
Contingency		21,500
		190,000
Montello Electrical Project	p. 92	
Electrical panel upgrades and electricl outlets for classrooms		250,000
Library Air Conditioning		50,000
Contingency		30,000
		330,000
LMS Electrical Upgrade	P. 89	
Padmount Transformer		77,359
CMP Alowance		50,000
Main Switchgear		127,832
Panels		163,770
Contingency		37,039
		456,000

To: Bill Webster

From: Josh Breau

Date: 2/7/19

RE: LCIP FY 20 Additional Information Request

There are two LCIP projects that you've asked for more information on regarding our FY '20 LCIP request to the City. Below I've provided a summary of each project and how we came up with the amounts we've requested. Additionally I've attached a copy of the report we got from Bennett Engineering regarding the project at LMS.

LMS Electrical Upgrades:

Attached is an engineering study done by Bennett Engineering back in 2017 that indicates the expected cost is approximately $470,000. When we add 4% for inflation for the last two years it brings the total up to approximately $508,000. We already have $50,000 in FY19 LCIP money which left $458,000 to cover the balance. We've asked for $456,000 in the FY20 LCIP which should cover this project.

Montello Electrical Upgrades:

There was an email from Louie to you on 4/21/18 @ 12:37pm that breaks down how the pricing for Montello came in over budget when this project was bid last year. To summarize; ESM's bid came in at $712,245.00 and the LCIP was funded at $462,000.00. The project was split into two phases, the first phase included running a new electrical service (primary feed, transformer, pad, metering equipment, and switchgear) and replacement of panel DP-1 in the kitchen as well as all other panels fed from this. The second phase that was pushed off included performing electrical panel upgrades for the panels not replaced as part of phase 1 as well as the addition of electrical outlets to the classrooms that do not have adequate electrical coverage. Phase 2 was estimated to cost approximately $250,000.00

Additionally this LCIP includes the addition of AC to the library. The library is approximately 2500 square feet which would require approximately 7.5 tons of cooling. We've estimated that

we can install air conditioning for about $50,000.00. This estimate was based on the fact we have approximately 2,500 square feet of library space, cooling requirements for a library are about 250 square feet per ton of air conditioning which would be approximately a 10-ton system. It is reasonable to assume that the cost per ton of air conditioning is about $5,000.00 per ton, which when applied to a 10-ton systems is $50,000.00

When you add phase 2 of the electrical project to the estimated $50,000.00 for air conditioning and add 10% for contingency and inflation combined you get to the $330,000 requested.

If any of these items require additional information please let me know and I'll be happy to assist as needed.

Thank you.

Josh Breau
Facilities Director

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30AUG17

Lewiston Public Schools
36 Oak Street
Lewiston ME 04240

Attn: Louie B. Turcotte, Jr. - Director of Facilities

On August 15, 2017, Bennett Engineering did a site visit to Lewiston Middle School to collect information on the buildings electrical distribution system.

Power is provided to the facility from an underground primary line to a transformer vault inside the building. The existing primary conduit is run underneath the Gym, which does not meet CMP installation standards. The transformers supply a 208/120V 2000A 3-phase 4-wire Westinghouse switchboard that was installed in 1987. The transformers in the vault date back to the original construction of the building and are showing signs of age. Central Maine Power no longer allows installation of transformers in interior vaults and will require a new pad mount transformer as a replacement. It would be advisable to have a new main switchboard installed at the same time as the new transformer to ensure maximum system life span.

Some of the panelboards appear to be older than 30 years old, are in poor condition and should be replaced.

There are many panels that have been replaced over the years but still have been in place more than 20 years. These panels are in fair condition and are probably functional for a few more years.

After having reviewed that information we provide the following recommendations:

1. Remove the buildings existing transformer vault and replace with a new pad mount transformer. Estimated cost $127,359.

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2. Replace buildings main service switch gear. Estimated cost $127,832.
3. Replace existing older panel boards that are in poor condition. Estimated cost $107,420.
4. Replace existing panel boards that are in fair condition. Estimated cost $234,700.

For more details see the attached spread sheet.

Steven A. Jonason, P.E.
BENNETT ENGINEERING, INC.

SAJ/mmm

7 Bennett Road, P.O. Box 297, Freeport, Maine 04032 207-865-9475 207-865-1800 (fax)

Building Electrical Service	Condition	Recommendation	Estimated Cost		
			Feeder Cables	Material	Total
Padmount Transformer		Replace	$ 43,659.00	$ 33,700.00	$ 77,359.00
CMP Allowance					$ 50,000.00
Main Switchgear		Replace	$ 67,700.00	$ 60,132.00	$ 127,832.00

Panel	Condition	Recommendation	Estimated Cost		
			Feeder Cables	Panelboard	Total
P1C	Fair	Consider Replacing	$ 1,000.00	$ 3,580.00	$ 4,580.00
BP	Good	Leave in Place			
P1D	Fair	Consider Replacing	$ 10,000.00	$ 2,692.00	$ 12,692.00
PS1	Good	Leave in Place			
PP1	Good	Leave in Place			
P1	Fair	Consider Replacing	$ 10,000.00	$ 2,692.00	$ 12,692.00
P1-B (Band)	Poor	Replace	$ 10,000.00	$ 3,580.00	$ 13,580.00
P1-B1	Fair	Consider Replacing	$ 7,000.00	$ 3,580.00	$ 10,580.00
P1B	Fair	Consider Replacing	$ 10,000.00	$ 3,580.00	$ 13,580.00
P1A	Fair	Consider Replacing	$ 12,800.00	$ 3,580.00	$ 16,380.00
ISS	Poor	Replace	$ 11,000.00	$ 2,692.00	$ 13,692.00
PP2	Good	Leave in Place			
P2-A1	Fair	Consider Replacing	$ 8,000.00	$ 1,732.00	$ 9,732.00
P2-1F	Good	Leave in Place			
DP	Fair	Consider Replacing	$ 102,000.00	$ 14,670.00	$ 116,670.00
P2-1C	Poor	Replace	$ 14,400.00	$ 2,692.00	$ 17,092.00
GYM	Poor	Replace	$ 12,000.00	$ 3,580.00	$ 15,580.00
P2-1D	Fair	Consider Replacing	$ 12,000.00	$ 3,580.00	$ 15,580.00
K1	Good	Leave in Place			
P2-1E	Fair	Consider Replacing	$ 10,000.00	$ 2,692.00	$ 12,692.00
P2-1	Good	Leave in Place			
KP-1A	Good	Leave in Place			
P2-1B	Poor	Replace	$ 14,400.00	$ 2,692.00	$ 17,092.00
PP3	Fair	Consider Replacing	$ 8,000.00	$ 1,522.00	$ 9,522.00
P3-1B	Poor	Replace	$ 13,000.00	$ 2,692.00	$ 15,692.00
P3-1C	Poor	Replace	$ 12,000.00	$ 2,692.00	$ 14,692.00
P3-1A	Good	Leave in Place			
P3-1	Good	Leave in Place			
P2-1b	Good	Leave in Place			
		Totals	**$ 277,600.00**	**$ 64,520.00**	**$ 342,120.00**