



Memorandum

To: Don Gerrish, Interim Town Manager
From: Linda Brooks, Director, Windham Parks and Recreation
Date: January 3, 2019
Re: Historical Documents related to Morrell Property

As requested, below is a chronological outline of documents related to the town's acquisition of land adjacent to the Smith Cemetery (commonly referred to as the Morrell Property) and any subsequent actions taken to pursue potential uses for this property. Each of the referenced documents is included in this report.

- I. Purchase and Sale Agreement – April 27, 2005 – Land only (Lot #49, Tax Map #12) for \$400,000.00
- II. Addendum to Agreement – April 28, 2005
 - A. *Council Approval: This Agreement is subject to approval of the Town Council on or about May 10, 2005 or if the Council determines, in its sole discretion, that the purchase must be approved as part of the annual budget for fiscal 2006-2006, the Agreement would then be subject to Town Council approval on or about May 10, 2005 and town meeting approval on or about June 18 2005.*
 - B. *The purchaser will, as part of this contract, gift 3 lots (12 plots) to the seller, in the Smith cemetery, when it is expanded.*
- III. Memo to Town Council from Tony Plante regarding proposed land purchase – April 29, 2005
- IV. Morrell Property – Proposed Lot Division
- V. Council Minutes – May 2005 – Order 5-77

To act on an order to approve the purchase of twenty-three acres (more or less) of land located at 509 Gray Road in the amount of \$400,000.00 pursuant to a purchase and sales

agreement dated April 27, 2005, said purchase to be made from Land and Building Improvement funds.

Vote in favor – 4-1

- VI. Quitclaim Deed – July 22, 2005
- VII. Results from Feasibility Study provided by Gorrill-Palmer Consulting Engineers, Inc. – January 25, 2010
- VIII. Proposed Smith Cemetery Expansion – Site Map provided by Gorrill Palmer and email correspondence from Brian Morin (Building and Grounds Supervisor) with explanation about highlighted areas on map

Addendum to Agreement

Addendum to contract dated April 25, 2005

between Lynn Morrell (hereinafter "Seller")

and Town of Windham (hereinafter "Buyer")

property 509 Gray Rd., Windham, ME 04062

A: Council Approval: This Agreement is subject to the approval of the Town Council on or about May 10, 2005 or if the Council determines, in its sole discretion, that the purchase must be approved as part of the annual budget for fiscal 2005-2006, the Agreement would then be subject to Town Council approval on or about May 10, 2005 and town meeting approval on or about June 18 2005. Failure to gain such approvals will render this Agreement null and void.

B: The purchaser will, as part of this contract, gift 3 lots (12 plots) to the seller, in the Smith cemetery, when it is expanded.

Parties acknowledge Agency's advice to seek legal, tax and other professional advice as necessary in connection with sale/purchase of property.

Anthony T. Plante 4/28/05 Lynn Morrell 4/28/05
Buyer Date Seller Date
Town of Windham Lynn Morrell

Buyer Date Seller Date

TOWN OF WINDHAM

OFFICE OF THE TOWN MANAGER
8 SCHOOL ROAD
WINDHAM, ME 04062

ANTHONY T. PLANTE, TOWN MANAGER
atplante@town.windham.me.us

VOICE 207.892.1907

FAX 207.892.1910

MEMO

To: Town Council
From: Tony Plante, Town Manager *Tony*
Date: April 29, 2005
Re: Proposed Land Purchase, 509 Gray Road

For several years the Town Council has pursued a policy of exploring property acquisition adjacent to other Town-owned properties or facilities. The property abutting the Smith Cemetery has long been identified as being desirable for cemetery expansion, the subject of a committee which studied cemetery needs several years ago, as well as other possible future municipal uses. This property has now been on the market for several months, and over the last few weeks we have been working on reaching an agreement for the Council to consider.

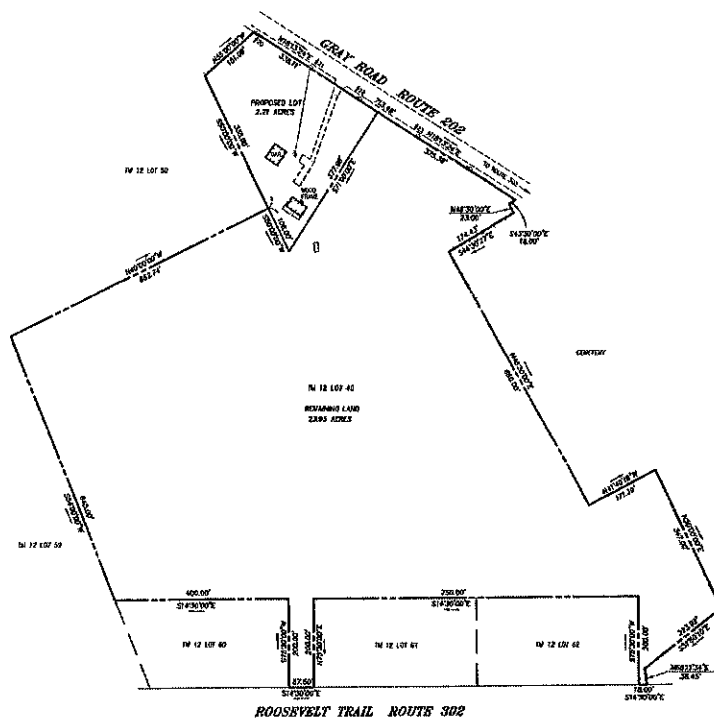
Attached are documents relating to the proposed purchase of about twenty-three acres of land adjacent to the Smith Cemetery on Route 202. The property has access to both Route 202 and Route 302. Key terms of the purchase and sales agreement, in addition to requiring Council approval, are:

- Purchase of land only consisting of about twenty-three acres at 509 Gray Road.
- Total purchase price of \$400,000, plus seller to be granted three burial lots (12 plots) for burial in any future expansion of Smith Cemetery (a current value of \$2,400).
- Agreement is contingent on an appraisal, at the Town's expense, to verify value to be at least \$400,000.
- Agreement is contingent on Town Council approval, or, Town Council approval and town meeting adoption of the fiscal 2006 budget, if the Council determines that the purchase should be included in the 2006 budget.
- The initial deposit of \$5,000 is refundable if the Town Council does not approve the agreement. A second deposit of \$5,000 following Town Council approval is non-refundable only if the Town does not follow through with the purchase.
- A survey will be done at the Town's expense to establish the boundary of the remaining house lot (a complete boundary survey has already been done, but an additional lot line will need to be created).

Town Council
April 29, 2005
Page 2 of 2

Funding for the purchase of this property is available in account 9130, Land & Building Improvements. For the last three years the budget has included \$70,000 for the purchase of land and/or major repair or renovation projects at municipal facilities that do not rise to the level which the Town might consider issuing bonds. In addition to the \$210,000 set aside over the three fiscal years, the remaining \$190,000 is available in carryover funding for land and building projects.

This proposal will be discussed at the Council's workshop of May 3, 2005. Please let me know if you have any questions.



ROOSEVELT TRAIL ROUTE 302

State of Maine, County of York
Registered in
Maine, July 27, 2005, 30 65.
FILED IN 30 65 and returned according to
Plan Book 2005, Page 222.
Attest:
John W. B. [Signature]

PROPOSED LOT DIVISION

ON
ROUTE 302 & ROUTE 302
WINDHAM, MAINE
MADE FOR
TOWN OF WINDHAM
OWNER OF RECORD: STEPHEN J. HASKELL
GRANT BOND, WINDHAM, MAINE, CHASE

OWEN HASKELL, INC.
10 CROFT ST., PORTLAND, ME 04106-4114
PLANNING, LAND, SURVEYING

| | | | |
|----------|----|------|---------|
| Drawn By | SH | Date | 300 No. |
| Drawn By | SH | Date | 300 No. |
| Check By | SH | Date | 300 No. |
| Check By | SH | Date | 300 No. |
| Check By | SH | Date | 300 No. |

PLAN REFERENCED:
1. STEPHEN J. HASKELL AND EMMY MORRILL FORD BY WINDHAM,
ME, SUBDIVISION AND LOTS BY TOWN OF WINDHAM, CHASE
OCT. 2002.

NOTES:
1) OWNER OF RECORD: STEPHEN J. HASKELL, GRANT BOND-ROUTE 302,
WINDHAM, MAINE, CHASE, BOOK 2103 PAGE 207.
2) THIS PLAN IS BASED ON SURVEY OF EMMY MORRILL FORD BY
PLAN REFERENCED 1). ALL TIE LINES AND TIE LINES COMPLETED
BY STEPHEN J. HASKELL, INC. WITH THE EXCEPTION OF THE PROPOSED
NEW LOT.



May 10, 2005 - Town Council Minutes

road. It improves our communications.

Vote 5-0

05-76 To act on an order to approve a Memorandum of Understanding with the School Department authorizing the establishment of a School Resource Officer Program and to authorize the Town Manager to sign the Memorandum of Understanding and to take any other necessary action related thereto.

David E:

Moves for this article, 2nd by Liz W.

David E:

We talked about this for 3 or 4 years, even before the Police Chief and Superintendent came to us with the scenario involving grant monies for the first 3 years of the program. This is something that the School Department looked at and the Council considered a number of times, but the timing was never right, but I think the time for this position is long overdue, and I think we should move forward.

Vote 5-0



05-77 To act on an order to approve the purchase of twenty-three acres (more or less) of land located at 509 Gray Road in the amount of \$400,000.00 pursuant to a purchase and sales agreement dated April 27, 2005, said purchase to be made from Land and Building Improvement funds.

David E:

Moves for this article, 2nd by Liz W.

Tom Gleason:

What is the purpose of the property, and why are you buying it? I have heard it was to expand the cemetery. Don't we have a ton of room over to the Arlington Cemetery?

Tony Plante:

We do own some additional property behind Arlington Cemetery. I cannot tell you how big it is, but I think it is pretty substantial. We do not have any plans for expansion of it at this time. The town has been on the lookout for areas to expand our cemeteries and also to look for land adjacent to any municipal land. This land is directly abutting Smith Cemetery, where there are currently no burial spaces for sale.

Tom Gleason:

Are you talking about putting new municipal buildings in?

Tony Plante:

There are any number of possibilities locating some kind of municipal facility in the future. Cemetery expansion is one of the things talked about.

Tom Gleason:

I can see cemetery expansion. I just do not want to see anybody leave this building. I would rather spend the money renovating this building, and stay off the main road. I am not going to say it is not a good deal, the jury is out on whether it is good or bad. It is a good price, but I do not think a municipality should be in business.

Bob M:

It is difficult because there is no set purpose for the land other than to try and get some expansion for the cemetery, but it is most of the Council's feeling that looking down the road they may require land, and it is the type of thing where we just want to look ahead. We are always free to sell it.

Lane Hiltunen:

I too think it is not a bad deal, but what I have a problem with is I feel for that amount of money the voters should have had a direct vote on Election Day as a Referendum question. For everyone's information, if it is voted in, I will start a petition drive to overturn the Council's vote immediately tomorrow morning.

Bob M:

The funds for that are coming from the Land and Building fund. Those funds have already been appropriated at previous town meetings. The money is there, and that is why we were not going to referendum.

David E:

Having walked the area behind Arlington Cemetery with the previous Town Manager, Public Works Directors, and one of the Funeral consultants we found that the land behind Arlington was wet, and the terrain was terrible because it was very rocky and ledgy, and that was going to pose a lot of problems for much more expansion. We have been looking for land to bank for that purpose and others. The Town Council has looked at several parcels of land over the last few years. Some on major highways that the Council felt would not work in the long run for many reasons. Admittedly, we cannot put a finger on a specific purpose, but if we didn't try to capitalize on opportunities like this we are really short changing future generations. We are not making land anymore. At some point in time we have to look beyond our immediate needs.

Liz W:

One of the reasons I am voting in favor of it is to make sure that we do get some cemetery expansion. I do not want that to be a maybe and that is my main motivation. I think as years go on there are a lot of people that live in Windham who will want to have a plot in Windham to be buried. This land it is right next to the cemetery, and it is

May 10, 2005 - Town Council Minutes

good land for burial, and I hope that if this vote goes through, we will start deciding how much will be used for a cemetery. We do have to look at the future, and Windham is really growing. You will never get land cheaper than it is today, and you will never get any-more land. If you get the land, and it is not suitable for municipal purposes, maybe some other development would want to be there. There is always an investment there, and you can take that money and swap it, sell it and I think the time is right. As far as it going out to referendum, that is always the people's choice to do that, but money has been put into this account for years for purposes that might come up for the Council to vote on.

Tom B:

It is difficult to argue against doing this because it does seem like a reasonable deal. I want to be able to think ahead and think of the future generations, but we have not kept our promises in trying to make repairs to the Public Works Garage, including office configuration in this building, and \$400,000 could go a long way in making some drastically needed changes to those facilities. We do need to think about expansion of the cemetery and other things, however, at the same time it is the use of the money that I have difficulty with.

Mike S:

I will vote for it, and I agree with Councilors Ennis and Wisecup. We do have a lot of needs that we need to address, and I hope that we find a way to do that, but this is an opportunity, it's an investment, and this money is being put into something that can be, in the future, sold again. We do need to look forward, we have responsibility to future Councils as well, and we do not know what is going to happen to it, but we have very little space right now to do anything. It is ideally located, and has the opportunity for the cemetery expansion.

Vote 4-1 (T.B.)

05-78 To act on an order to set a date for a public hearing to receive comment on the combined Municipal-School Department budget for fiscal year 2005 – 2006.

Tom B:

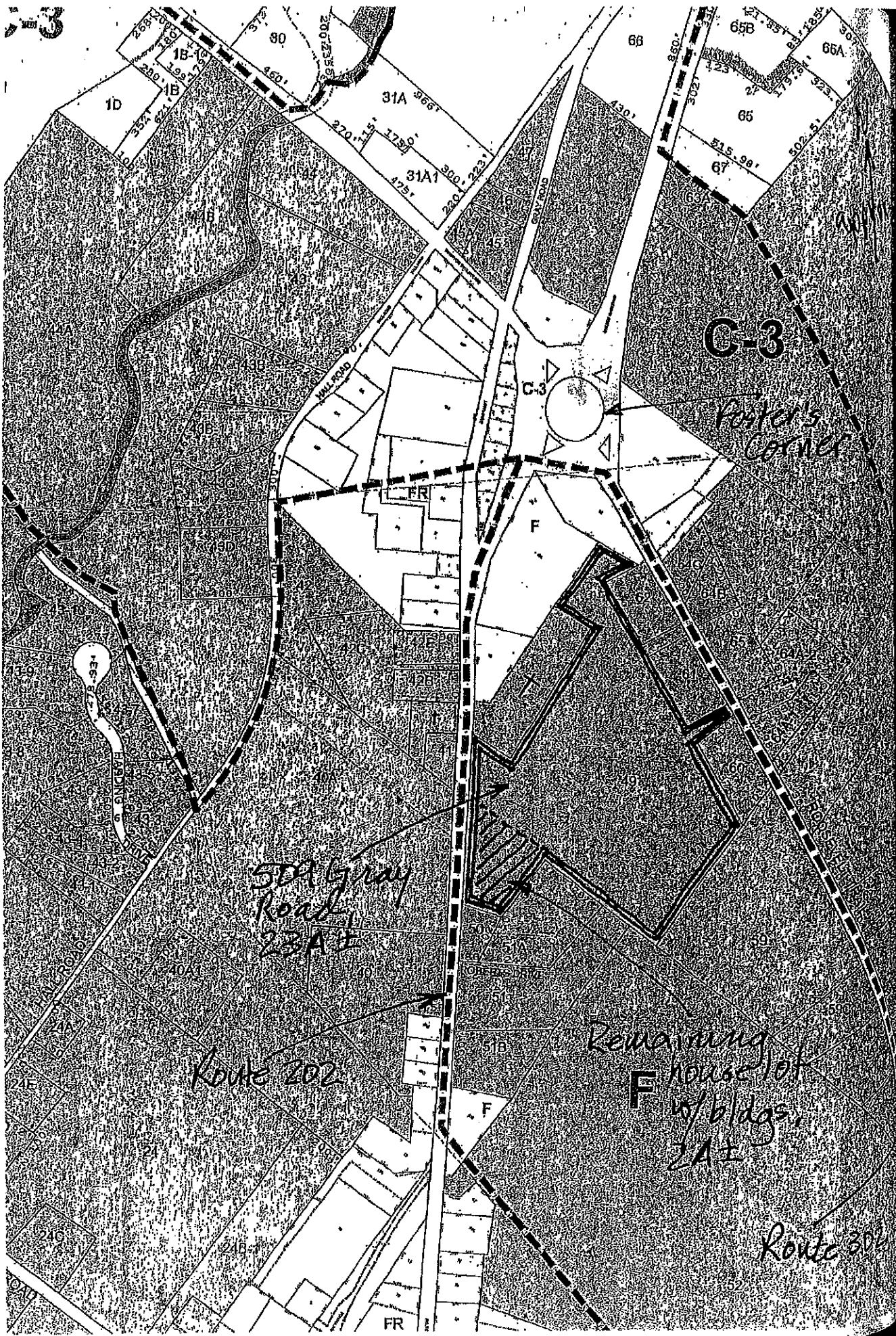
Moves to set a public hearing date of May 24, 2005 immediately following the Town Manager's report, 2nd by David E.

Vote 5-0

05-79 To act on an order to set a date for a public hearing to receive comment on the contract zoning application of Village at Little Falls, LLC and South Windham Housing Corporation.

David E:

Moves to set a public hearing date of May 24, 2005 immediately following the Town Manager's report, 2nd by Liz W.



NOTES
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QUITCLAIM DEED (With Covenant)

KNOW ALL PERSONS BY THESE PRESENTS, that I, **LYNN MORRELL** of Windham, County of Cumberland and State of Maine, in consideration of One Dollar and other valuable consideration paid by **TOWN OF WINDHAM**, a municipal corporation, of Windham, County of Cumberland and State of Maine, whose mailing address is 8 School Road, Windham, ME 04062, the receipt whereof is hereby acknowledged, do hereby REMISE, RELEASE, BARGAIN, SELL AND CONVEY and forever QUITCLAIM unto the said **TOWN OF WINDHAM**, its successors and assigns forever, the Grantor's interest as the former wife of Stephen J. Morrell, pursuant to Divorce Decree filed in the Cumberland County District Court, Southern Division, Docket No. FM-00-197, and Order subsequent thereto dated October 7, 2004 in said Case, in and to the following described real estate:

A certain lot or parcel of land situate in the Town of Windham, County of Cumberland and State of Maine, being more particularly described as follows:

Beginning at a point on the easterly side of Gray Road, also known as Route 202, and at the most northeasterly corner of land of Stephen J. Morrell described in the deed from Grace L. Morrell dated March 20, 1978 and recorded in the Cumberland County Registry of Deeds in Book 4189, Page 287, said point being the most northerly corner of Smith Cemetery, so-called;

Thence South 43° 30' 00" East, 18 feet to a point;

Thence North 46° 30' 00" East, 23 feet to a point, along the perimeter of said Smith Cemetery;

Thence continuing along said Smith Cemetery South 44° 30' 27" East, 174.43 feet to a point;

Thence North 46° 30' 00" East, 660 feet along said Smith Cemetery to a point;

Thence North 41° 40' 16" West, 171.39 feet along said Cemetery to a point;

Thence North 50° 00' 00" East, 347 feet to a point;

Thence South 51° 50' 10" East, 223.92 feet to a point;

Thence North 68° 11' 34" East, 36.45 feet to a point on the westerly sideline of Route 302, also known as the Roosevelt Trail;

Thence South 14° 30' 00" East, 18 feet along the westerly sideline of said Route 302 to a point;

Thence South 75° 30' 00" West, 200 feet to a point;

MAINE REAL ESTATE TAX PLED

Thence South 14° 30' 00" East parallel to the westerly sideline of said Route 302, 750 feet to a point;

Thence North 75° 30' 00" East, 200 feet to a point on the westerly sideline of Route 302;

Thence South 14° 30' 00" East, 57.50 feet along the westerly sideline of said Route 302 to a point;

Thence South 75° 30' 00" West, 200 feet to a point;

Thence South 14° 30' 00" East, 400 feet and parallel to the westerly sideline of Route 302 to a point;

Thence South 54° 00' 00" West, 645 feet to a point;

Thence North 40° 00' 00" West, 662.74 feet along land of Brian L. Roberts, et al. to a point;

Thence North 50° 00' 00" East, 108 feet to a point;

Thence North 71° 00' 00" West, 377.98 feet to a point on the easterly sideline of said Gray Road, also known as Route 202;

Thence North 18° 13' 24" East by the easterly sideline of said Gray Road, 375.38 feet to the point of beginning, being 23.95 acres, more or less, as set forth in the plans of a Proposed Lot Division drawn by Owen Haskell, Inc., dated June 30, 2005.

Being a portion of the premises conveyed to Stephen J. Morrell by deed of Grace L. Morrell dated March 20, 1978 and recorded in said Registry of Deeds in Book 4189, Page 287.


Subject to utility easements of record.

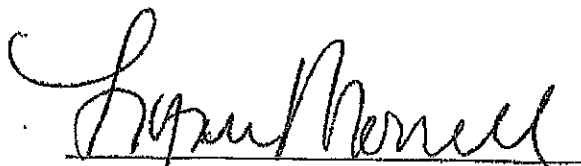
TO HAVE AND TO HOLD, the same, together with all the privileges and appurtenances thereunto belonging, to the said **TOWN OF WINDHAM**, its successors and assigns forever, to use and behoof forever.

AND I COVENANT with the said Grantee, its successors and assigns forever, that I will **WARRANT AND FOREVER DEFEND** the premises to the said Grantee, its successors and assigns forever, against the lawful claims and demands of all persons claiming by, through, or under it.

IN WITNESS WHEREOF, the said **LYNN MORRELL** has hereunto set her hand and seal this 22 day of July, 2005.

WITNESS:


Peter J. Forbes


LYNN MORRELL

STATE OF MAINE

Chimberland County ss.

July 20, 2005

Then personally appeared the above-named LYNN MORRELL and acknowledged the foregoing instrument to be her free act and deed.

Before me,

Suzanne R. Scott

Notary Public Attorney

Print Name Suzanne R. Scott

Commission Expires _____

Affix Notarial Seal Here

Received
Recorded Register of Deeds
Jul 23 2005 10:24:23A
Chimberland County
John B. O'Brien

QUITCLAIM DEED
Without Covenant
Release

KNOW ALL PERSONS BY THESE PRESENTS, that I, **STEPHEN J. MORRELL**, of Windham, County of Cumberland and State of Maine, do hereby **RELEASE** to **TOWN OF WINDHAM**, a municipal corporation, of Windham, County of Cumberland and State of Maine, whose mailing address is 8 School Road, Windham, ME 04062, the following described real estate in said Windham, Maine:

A certain lot or parcel of land situate in the Town of Windham, County of Cumberland and State of Maine, being more particularly described as follows:

Beginning at a point on the easterly side of Gray Road, also known as Route 202, and at the most northeasterly corner of land of Stephen J. Morrell described in the deed from Grace L. Morrell dated March 20, 1978 and recorded in the Cumberland County Registry of Deeds in Book 4189, Page 287, said point being the most northerly corner of Smith Cemetery, so-called;

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Thence South 75° 30' 00" West, 200 feet to a point;

Thence South 14° 30' 00" East parallel to the westerly sideline of said Route 302, 750 feet to a point;

MAINE REAL ESTATE TAX PAID

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Thence North 50° 00' 00" East, 108 feet to a point;

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Thence North 18° 13' 24" East by the easterly sideline of said Gray Road, 375.38 feet to the point of beginning, being 23.95 acres, more or less, as set forth in the plans of a Proposed Lot Division drawn by Owen Haskell, Inc., dated June 30, 2005.

Being a portion of the premises conveyed to Stephen J. Morrell by deed of Grace L. Morrell dated March 20, 1978 and recorded in said Registry of Deeds in Book 4189, Page 287.

Subject to utility easements of record.

IN WITNESS WHEREOF, I, the said **STEPHEN J. MORRELL** has hereunto set my hand and seal on this 22 day of July, 2005.

WITNESS


STEPHEN J. MORRELL

STATE OF MAINE

Cumberland County, ss.

July 22, 2005

Then personally appeared the above-named **STEPHEN J. MORRELL** and acknowledged the foregoing instrument to be his free act and deed.

Before me,

Suzanne R. Scott
~~Notary Public~~ Attorney
Print Name Suzanne R. Scott
Commission Expires _____
Affix Notarial Seal Here

Received
Recorded Register of Deeds
Jul 25, 2005 10:23:20A
Cumberland County
John B O'Brien

January 25, 2010

Mr. Tony Plante, Town Manager
Town of Windham
8 School Street
Windham, ME 04062

Subject: Public Works and Fire/Rescue Feasibility Study
Town of Windham Morrell Property, off Routes 202 and 302

Dear Tony:

Gorrill-Palmer Consulting Engineers, Inc. is pleased to submit the results of the feasibility and cost study prepared under our general engineering services contract with the Town of Windham. The scope of this assignment was to assess feasibility and prepare an opinion of site development construction costs for a new Public Works facility and potential construction of bus parking and Fire and Rescue facilities on this Town-owned property (Map 12, Lot 49-1). Building costs are not included.

This letter summarizes existing site conditions, facility requirements, conceptual design assumptions and conceptual opinion of probable construction cost. The following information is enclosed:

- Concept 1 – Public Works Facility
- Concept 2 – Public Works Facility with Bus Parking
- Concept 3 – Public Works and Fire & Rescue Facilities
- Wetland Reconnaissance Sketch

Existing Site Conditions

The project site is located between Routes 202 and 302, south of the Rotary. The property has frontage on Route 202 and two right-of-way access strips to Route 302. The Town Cemetery property abuts the westerly side of the site towards Route 202. The site slopes down from the height of land along the cemetery to the east side of the property with a drop of about 25 to 30 feet. The westerly section of the property is presently a mowed field and the easterly side is a mixed-growth shrub lowland.

Boyle Associates, Inc. of Portland (subconsultant to Gorrill-Palmer) conducted a wetland reconnaissance of the property in January 2010. Wetlands are a major constraint on the parcel and the type of wetlands result in them being considered "wetlands of special significance". Therefore the Town is limited by State statute to fills for access and utility

Mr. Tony Plante
January 25, 2010
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crossings, and needs to minimize impacts to the greatest extent practicable. This wetland reconnaissance was done under snow cover and would need to be confirmed in the spring to delineate the actual wetland boundary. As a result, some plan modification may be required.

Facility Requirements and Concept Plan Assumptions

The enclosed concept plans are based on the following facility requirements and assumptions:

1. Public Works facilities requirements are adapted to this site based on the Town's 1999 Schematic Design Study and discussions with Doug Fortier.
2. Fire & Rescue facilities requirements are based on information provided by Chief Hammond and discussions with Town Officials.
3. Minimum 20,000 square foot buildings are required for both Public Works and Fire/Rescue (21,600 SF shown for each).
4. Primary access is from Route 202. The exact driveway location may be adjusted in design to balance sight distances and grade slopes adjacent to the cemetery.
5. Gated fire/emergency access is shown to Route 302. We assume that DPW and Fire/Rescue vehicles would have controls in their vehicles to operate gates.
6. Buildings are oriented with bay doors facing Route 202 to provide the most direct access for Fire/Rescue response.
7. Building orientation allows for addition of future bays on the left side of the Public Works building and on the right side of the Fire/Rescue building.
8. The public portions of the two buildings face each other, with shared public parking between the two buildings. Staff parking is separated from public parking and access to operational areas is restricted.
9. The fueling system location as shown provides a minimum 300-foot separation from abutting residential-use property lines.
10. Buildings would be served by public water from the main in Route 202. A separate on-site wastewater disposal facility is anticipated for each building.
11. Stormwater management facilities conforming to Maine DEP Stormwater Law Standards are required.

Traffic Planning Review

Gorrill-Palmer Consulting Engineers Inc. also completed an assessment of traffic and access management considerations relating to the proposed uses.

Mr. Tony Plante
January 25, 2010
Page 3 of 6

Site Access

The proposed site has frontage on both Route 302 as well as Route 202. MaineDOT has a requirement in their Entrance Rules (that also applies to Traffic Movement Permits) that "...entrances for lots with frontage on a Non-Compact Arterial (such as Route 302) and another public way (such as Route 202), will be restricted to the other public way..." This item can be waived, but at best, will yield a restricted driveway on Route 302.

The Town Ordinance also has similar double frontage road requirements: "Where a lot has frontage on two (2) or more streets, the primary access to and egress from the lot shall be provided from the street where there is less potential for traffic congestion and for traffic and pedestrian hazards. Access from other streets may be allowed if it is safe and does not promote shortcutting through the site."

Based on these standards, the primary access should be from Route 202.

Trip Generation

There are no good ITE Land Use Codes for these uses. The only known criteria at this point that could be used for trip generation purposes are the number of parking spaces for each use that was determined based on discussions with Town staff. The number of parking spaces is based on the concept plans as follows:

Public Works Building -- 28 parking spaces
Fire / Rescue Building -- 30 staff parking spaces, 30 shared public parking with PW
School Bus Parking -- 30 car spaces, 30 bus spaces, 6 van spaces

Based on the number of parking spaces, the trip generation could be calculated as follows:

| | |
|----------------|--|
| Public Works | 28 Trip Ends (Considered all cars) |
| | 28 Trip Ends (Assumes 50% leave in a truck which counts as two passenger car equivalents; i.e. $28 \times 50\% \times 2$) |
| | 5 Trip Ends Assumes Five Public Spaces Occupied |
| Fire / Rescue | 30 Trip Ends (Staff Considered all cars) |
| | 5 Trip Ends Assumes Five Public Spaces Occupied |
| School Bus Lot | 30 Trip Ends Cars (Considered all cars) |
| | 6 Trip Ends Vans |
| | <u>60 Trip Ends Buses (Bus counts as two passenger car equiv.)</u> |
| Total | 192 Trip Ends |

The trip generations above may vary based on the assumptions, but it would be expected to be more than 100 trip ends during a peak hour if all facilities were constructed, which would require a MaineDOT Traffic Movement Permit. It appears that any combination of

Mr. Tony Plante
January 25, 2010
Page 4 of 6

facilities that includes the School Bus Parking Lot would trigger a MaineDOT Traffic Movement Permit as summarized below.

Option 1 -- Public Works Facility: This facility alone (61 Trip Ends) would not trigger the need for a MaineDOT Traffic Movement Permit.

Option 2 -- Public Works Facility with Bus Parking: This combination of facilities (157 Trip Ends) would trigger the need for a MaineDOT Traffic Movement Permit.

Option 3 -- Public Works Facility with Fire and Rescue: This combination of facilities (96 Trip Ends) would not trigger the need for a MaineDOT Traffic Movement Permit, although it is getting very close to the 100 trip end threshold.

All of the above assumptions would need to be verified with MaineDOT for their concurrence. As identified in the previous section, any combination of facilities that do not include the Bus Parking Lot are not anticipated to require a MaineDOT Traffic Movement Permit (Options 1 & 3) and conversely, any combinations of facilities that do include the Bus Parking Lot such as Option 2, would require a MaineDOT Traffic Movement Permit.

Route 302 and Route 202 AADT Traffic Volumes

Based on MaineDOT 2008 Count Book, the Annual Average Daily Traffic Volumes (AADT) (2007) for Route 202 is approximately 6,600 vehicles per day and Route 302 is approximately 12,600 vehicles per day.

Potential Need for Turning Lanes

Route 302 - The Route 302 access is proposed to be gated. This section of Route 302 is not within the Urban Compact and any access, regardless of being gated, will require an Entrance Permit (Not the same as a Traffic Movement Permit). Based on our experience, MaineDOT would grant a gated access onto Route 302 without further mitigation.

Route 202 -- The Route 202 access is located within the Urban Compact Area, which means if it does not trigger a MaineDOT Traffic Movement Permit (100 Trip Ends or greater) then the access would fall under the jurisdiction of the Town for review purposes. More information would need to be collected and analyzed before a conclusion could be reached regarding the need for auxiliary lanes; however, based on our experience we offer our professional opinion as follows:

Option 1 -- Public Works Facility: This facility alone is not anticipated to warrant the need for any mitigation on Route 202.

Option 2 -- Public Works Facility with Bus Parking: Given the low speeds and adequate shoulders in that area, at this point Gorrill-Palmer would not recommend a left turn lane

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for Route 202. However, since this combination of uses would be expected to require the need for a MaineDOT Traffic Movement Permit, it would be subject to their review as well. Past experience with MaineDOT in similar situations has resulted in the need for a formal left turn lane on the main road, in this case Route 202. If this option were pursued, additional information, such as traffic counts on Route 202, would need to be collected and analyzed.

Option 3 – Public Works Facility with Fire and Rescue: This combination of facilities is not anticipated to warrant the need for any mitigation on Route 202.

Sight Distances

Both Route 302 and 202 have a posted speed limit of 35 mph. Assuming larger vehicles are 30 % or greater requires a sight distance of 455 feet. Initial investigation indicates that sight distance at both proposed driveways meets or exceeds the 455 feet looking in both directions.

Summary of Options

Option 1 – Public Works Only

A new Public Works facility with a contiguous yard area is shown on Concept Plan 1. This option could be constructed as an initial phase, allowing future addition of either bus parking or the Fire/Rescue facility.

Option 2 – Public Works and Bus Parking

A new Public Works facility with bus parking is shown on Concept Plan 2. This option requires construction of the public works yard area on available uplands separate from the building site with a +/-300-foot long access road. Permitting of additional wetland crossings would be required for this option. This option could be developed as a future phase of Option 1 above. As noted in the previous traffic assessment, the addition of bus traffic may trigger MaineDOT requirements for additional access improvements within Route 202 at the proposed site entrance.

Option 3 – Public Works and Fire/Rescue

Concept Plan 3 shows Public Works and Fire/Rescue facilities sharing the site. This option could be developed as a future phase of Option 1 above. This option includes a gated fire and emergency access road to Route 302.

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Conceptual Opinion of Probable Site Construction Costs

The anticipated site construction costs for the above options are summarized below, based on the concept plans and assumptions of this study. Building construction costs are not included. Items such as curbing, walkways and other site details are not shown on the concept plans but are included in the costs. The costs presented below assume that each option is constructed in full at one time, and not phased. These budgets assume 2010 construction costs.

| | Option 1 Public Works Only | Option 2 Public Works and Buses | Option 3 Public Works and Fire/Rescue |
|---------------------------|-------------------------------|---------------------------------------|---|
| Site Construction | \$ 900,000 | \$ 1,160,000 | \$ 1,175,000 |
| Off-Site Construction* | \$ - | \$ 225,000 | \$ - |
| Construction Subtotal | \$ 900,000 | \$ 1,385,000 | \$ 1,175,000 |
| Wetland Compensation | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| Construction Total | \$ 950,000 | \$ 1,435,000 | \$ 1,225,000 |
| Contingency (15%) | \$ 143,000 | \$ 215,000 | \$ 184,000 |
| Design/Permitting (10%)** | \$ 95,000 | \$ 144,000 | \$ 123,000 |
| Project Total | \$ 1,188,000 | \$ 1,794,000 | \$ 1,532,000 |

*Off-site construction anticipates roadway improvements within Route 202

**Design and permitting includes engineering, survey, and geotechnical services

Closing

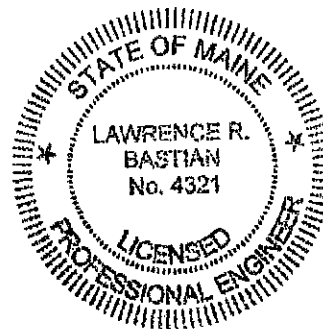
Gorrill-Palmer appreciates the opportunity to assist the Town in evaluating options to develop this site for future municipal facilities. Please contact us if you have any questions or need additional information.

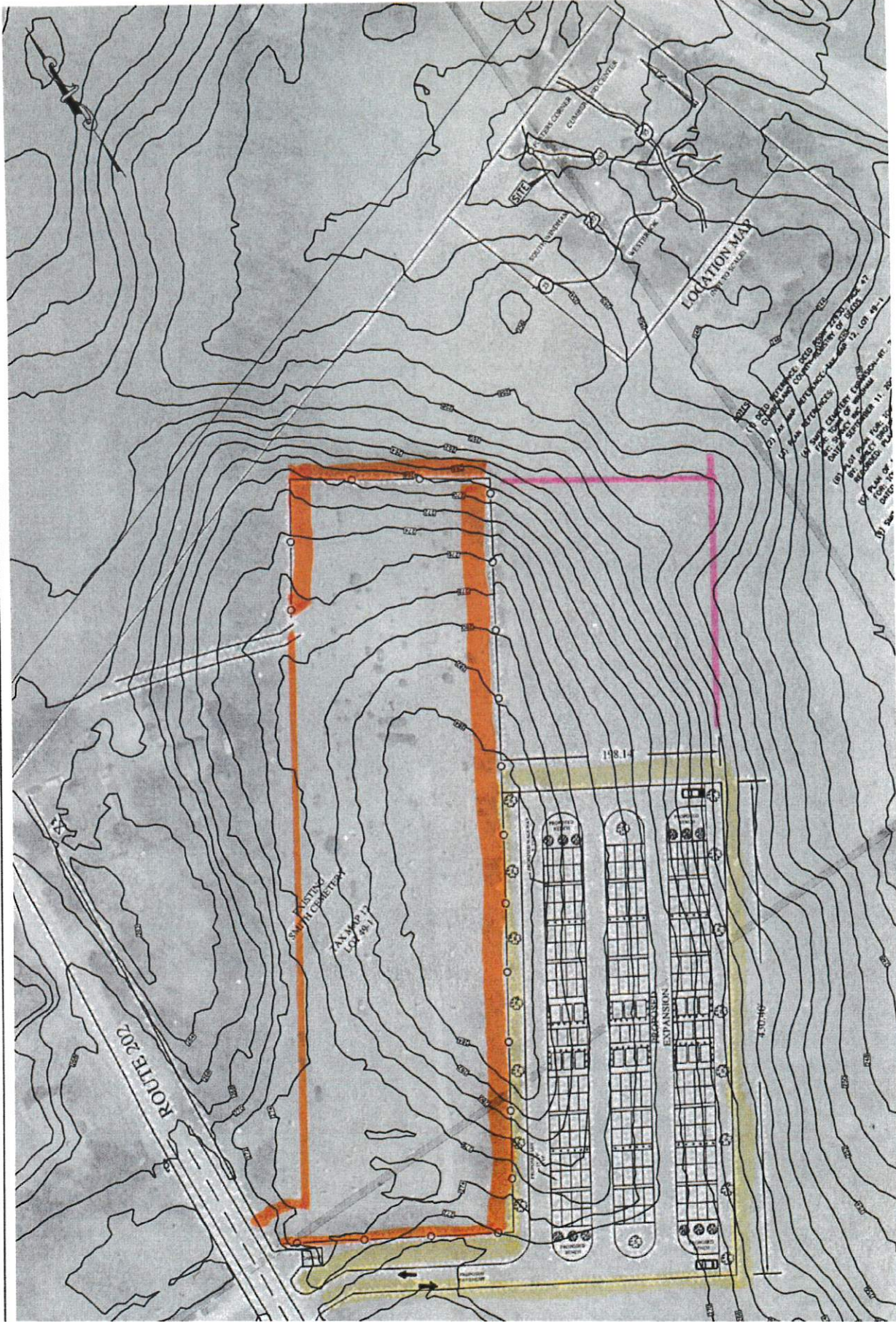
Sincerely,

Gorrill-Palmer Consulting Engineers, Inc.



Lawrence R. Bastian, P.E.
Senior Engineer





1 inch = 40 feet

Drawing No.

XX

AERIAL W/ LIDAR TOPO
Smith Cemetery Expansion

Route 202, Windham, Maine

Town of Windham

8 School Street, Windham, Maine 04062

Drawing Name

Project

Client

Relationships, Responsiveness, Results.
www.gorrillpalmer.com
207.772.2515



| Design | Drawn | Scale | Date | Drawn by |
|--------|-------|----------|----------|----------|
| GP | GP | 1" = 40' | 08/14/14 | GP |

| Design | Drawn | Scale | Date | Drawn by |
|--------|-------|----------|----------|----------|
| GP | GP | 1" = 40' | 08/14/14 | GP |

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Tue 10/23/2018 8:04 AM
Brian S. Morin <bsmorin@windhammaine.us>

RE: Morrell property and cemetery expansion

Linda,
Good morning the expansion to Smith Cemetery is 1.96 +/- acres in size.

Orange is the original/existing cemetery
Yellow is the proposed expansion
Pink is would be saved for future use of the cemetery.

Hope this helps
Brian

Brian S. Morin
Town of Windham
Buildings and Grounds Supervisor
8 School road
Windham, Maine, 04062
[Tel:\(207\)892-1904](tel:(207)892-1904)