

## MEMORANDUM

TO: Matthew Sturgis, Town Manager  
FROM: Maureen O'Meara, Town Planner  
DATE: March 25, 2019  
SUBJECT: Kettle Cove Boat Launch grant support

### Introduction

In May 2018, the Harbor Committee presented a report with recommendations to the Town Council. The focus of the committee's recommendations was to establish a new public boat access at the end of Kettle Cove Rd. The existing public access is problematic due to steep topography and exposure to erosive wave action. The new public boat access would be relocated to a historical boat launching facility further northwest off Kettle Cove Rd.

### Possible grant funding

#### *Shore and Harbor Planning Grant Program*

The Shore and Harbor Planning Grant Program, which is managed by the Maine Coastal Program, Department of Marine Resources, makes grant funding available for "planning and design of facilities and improvements for public and working access." Funding cannot be used for construction.

The grant program caps awards at \$30,000 and requires a minimum 25% match, which can be a cash and/or in-kind match. A call for applications is expected soon and likely due around May 18th (last year's deadline).

At the town's request, Sebago Technics Inc. (STI) has submitted a proposal to develop a preliminary improvement plan for a new boat access that will include preliminary design and construction cost estimate, as well as some coordination with state and federal agencies in the amount of \$15,250. STI is also recommending that explorations and geotechnical services be obtained from S.W. Cole in the range of \$2,900-4,500. (The range is due to excavation/dig safe/utility coordination for test pits to be done by the Town of Cape Elizabeth or S.W. Cole subcontracting that work). Total cost is in the range of \$18,150-\$19,750.

#### *Harbor Management and Access Grant*

The Harbor Management and Access grant, which is managed by the Submerged Lands Program, Bureau of Parks and Lands, Department of Agriculture, Conservation and Forestry, makes grants available for construction. This grant is not available for planning and engineering in coastal waters.

The grant program caps awards at \$15,000 (excluding local match) and requires a minimum 25% match (cash or in-kind). Applications are due April 26, 2019 and grants are offered annually.

The town would need to complete preliminary engineering in order to have a construction cost estimate needed to apply for this grant, consequently, no grant application can be submitted in this round.

#### *Small Harbor Improvement Program (SHIP)*

The Small Harbor Improvement Program is administered by the Maine Department of Transportation (MDOT). The grant is "open to tidewater communities that can demonstrate a need to improve economic activity and access to a tidewater river or the ocean on publicly-accessible property. Typical types of projects funded under this program include commercial and municipal wharf improvements, hoist systems, boat ramps, gangways, stairwells to clam flats, piling replacements, etc."

The grant program caps awards at \$250,000 and requires a 50% match. MDOT has instituted an "ongoing application process," which begins by contacting MDOT. Once a letter of intent has been filed by the town, a site visit may be scheduled. If a letter of intent project has been deemed eligible, the town submits an application. The 2014 round of approved projects ranged in total cost from \$20,000 - \$855,000. Projects must meet the following three criteria:

- Project must improve access to the water for the public, including but not limited to commercial and recreational fishermen and other resource-and tourism-related industries.
- Proposed project must be on current or proposed public access facilities. If the project is not on public property, the public must have easement rights for at least 100 years.
- The project and proposed local match must have local elected official approval before being considered eligible for inclusion in future budgets

#### Next Steps

The Town Council should decide if the new boat public access implementation schedule should be guided by available grant deadlines, funded by the town, or a combination. All grants also require a match and grants are more competitive when a cash match is provided. Authorization to apply for a planning grant may also be appropriate at this time.