

# MAINE STATE LEGISLATURE

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EXECUTIVE DIRECTOR'S  
OFFICE

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January 22, 2009

The Honorable John E. Baldacci  
Governor of the State of Maine  
State House Station #1  
Augusta, Maine 04330

Subject: Annual Report of MRRA

Dear Governor Baldacci:

Pursuant to 5 MRSA §13083-S, I am writing to advise you of the activities of the Midcoast Regional Redevelopment Authority (MRRA) for the year ending December 31, 2008.

### Organizational Issues

On January 1, 2008, the Midcoast Regional Redevelopment Authority became an official employer. The first six employees of MRRA are Steven Levesque, Executive Director; Jeffrey Jordan, Deputy Director; Victoria Boundy, Planner and Environmental Manager; Robert Rocheleau, Property Manager; Clare Tosto, Communications and Grants Coordinator; and Kathy Paradis, Executive Administrative Assistant.

The Board established the following committees to assist in managing the work load of the Board:

- Executive
- Finance
- Airport
- Housing
- Environmental
- Business Attraction

On January 26, MRRA offices were relocated from Fort Andross to 5450 Fitch Avenue, the former Navy Criminal Investigation Service building at NASB.

On October 21, the Board held its Annual Meeting and elected the following officers:

Chair	Arthur F. Mayo, III
Vice Chair	John Moncure
Treasurer	Charles J. Spies III
Secretary	Heather Collins
Exec. Board Member	Dana Totman

I have attached a copy of the roster of our current Board of Trustees.

### Homeless Assistance Program

In January, MRRA submitted the Homeless Assistance Applications and Legally Binding Agreement (LBA) as adopted by the Board of Trustees and recommended by the Brunswick and Topsham LRAs to the US Department of Housing and Urban Development (HUD) and the Navy. The Navy has indicated its approval of these documents and approval by HUD is expected in the near future.

### 2008 Public Benefit Conveyance (PBC) Update

The MRRA was notified that the Maine State Museum's PBC application for the chapel and friendship gardens had not been submitted to the Department of Interior to due the Museum's financial inability to maintain the property; however, staff is exploring other conveyance options and partnerships that may be available.

The National Park Service approved PBCs to the Town of Brunswick for various conservation and passive recreation lands as well as building 211. The National Park Service also approved the Town of Phippsburg's request for the rake site property.

The United States Department of Education (DOE) notified Southern Maine Community College that it had approved its request for a PBC for buildings 151, 150, 645 and 512 at NASB. DOE also notified Family Focus of its decision to support the PBC of buildings 21 and 26 to be used as daycare facilities at the Brunswick site. School Administrative District 75 was notified by DOE of its approval of the transfer of a 17-acre parcel for open space and recreation purposes adjacent to the High School and Middle School located adjacent to the Topsham Annex property. Bowdoin College received approval from DOE for a PBC of building 644 and three parcels of land totaling 200+ acres.

The Brunswick/Topsham Water District received approval for a PBC from the Department of Health and Human Services. The Topsham Sewer District notified the Department of Health and Human Services that it was withdrawing its PBC request for two acres and building 322 at the Topsham Annex.

The Bureau of Justice determined the Town of Brunswick's PBC application for building 102 (indoor shooting range) was incomplete and subsequently requested that the Town

resubmit it after the HUD Homeless Assistance Applications and LBA had been approved.

It should be noted that the above-referenced entities that received approvals for public benefit conveyances will not receive assignments from the appropriate federal sponsoring agency until the National Environmental Protection Act's (NEPA) Environmental Impact Statement (EIS) is completed and Finding of Suitability to Transfer (FOST) is issued.

## *Studies*

On June 11, the Office of Economic Adjustment authorized a \$400,000 budget to develop an airport master plan in accordance with Federal Aviation Administration criteria and standards to assure that the airport is included in the Maine State Aviation Systems Plan and the National Plan of Integrated Airport Systems (NPIAS). The airport master plan will include the development of an Airport Layout Plan (ALP) and an airport Capital Improvement Plan (ACIP).

OEA also approved this year a \$374,000 budget for a comprehensive operating, capital improvement and business operating plan for MRRA. This comprehensive operating plan will incorporate public infrastructure needs, infrastructure investments with cost modeling and phasing, project financing, development phasing, market absorption rates, real estate sales and lease management strategies, and general operating costs under the rubric of a general property disposition strategy.

The matching funds required by OEA for the airport master plan and operations plan were realized by Community Development Block Grants (CDBG) in the amount of \$253,607.00.

On June 25, MRRA submitted a \$100,000 grant amendment to the Office of Economic Adjustment to provide consulting assistance on managing the ultimate transition of over 700 military housing units into the local real estate market. The consultant will be asked to develop an analysis of the local housing market and the best strategy to introduce those housing units into the marketplace. The analysis will include, but not be limited to, cost modeling and phasing, project financing, development phasing, market absorption rates, real estate sales and lease management strategies, and general operating costs under the rubric of a general property disposition strategy for NASB, including the Topsham Annex.

On September 22, OEA approved the above-referenced \$100,000 grant amendment authorizing MRRA to retain a residential housing consultant to provide assistance on managing the ultimate transition of over 700 military housing units into the local real estate market. The consultant will be asked to develop an analysis of the local housing market and the best strategy to introduce those housing units into the marketplace. The analysis will also include cost modeling and phasing, project financing, development phasing, market absorption rates, real estate sales and lease management strategies, and general operating costs under the rubric of a general

property disposition strategy for NASB, including the Topsham Annex. The OEA grant was matched by a \$10,000 grant from the Maine State Housing Authority.

On November 12 and 13, MRRA staff participated in the Environmental Impact Statement (EIS) Public Scoping meeting held by the Navy and its consultant, Ecology and Environment, on the Reuse Master Plan for NASB.

### Zoning Ordinance Adoption

On November 13, the Town of Topsham adopted the proposed zoning amendment implementing the Reuse Master Plan for the Topsham Annex.

### Concluding Remarks

This marks the end of the first year of operation for MRRA. I have provided a copy of the 2008 Work Plan that I forwarded to you last year and noted the status of each work product. I have also included a copy of the 2009 work plan that the Board of Trustees approved at its meeting of January 20, 2009.

Sincerely,

  
Steven H. Levesque  
Executive Director

- cc. The Honorable Elizabeth H. Mitchell, Senate President
- The Honorable Hanna Pingree, Speaker of the House
- David Boulter, Executive Director, Legislative Council
- Senator Elizabeth Schneider, Chair, BRED
- Representative Nancy Smith, Chair, BRED
- Joint Standing Committee on Business Research and Economic Dev.
- Lance Boucher, Governor's Office
- Leighton Cooney, Governor's Office
- Gary Brown, Acting Brunswick Town Manager
- Jim Ashe, Topsham Town Manager
- MRRA Board of Trustees
- Jeffrey K. Jordan, Deputy Director



## MARRA BOARD OF TRUSTEES

Gary Brown  
Town of Brunswick  
28 Federal Street  
Brunswick, ME 04011

Heather Collins  
Southern Midcoast Maine Chamber  
2 Main Street  
Topsham, ME 04086

Shepard Lee  
6 Phantom Farm Road  
Cape Elizabeth, ME 04107

Arthur F. Mayo, III  
83 Green Street  
Bath, ME 04530

John Moncure  
Moncure & Barnicle  
9 Bowdoin Mill  
Topsham, ME 04086

John Richardson  
Department of Economic &  
Community Development  
State House Station 59  
Augusta, ME 04333

Charles J. Spies III  
CEI Capital Management, LLC  
2 Portland Fish Pier, Suite 201  
Portland, ME 04101

Dana W. Totman  
Avesta Housing Corporation  
307 Cumberland Avenue  
Portland, ME 04101



Midcoast Regional Redevelopment Authority  
2008 Work Plan  
Report on Results

Plan Implementation

- **Work with the towns of Brunswick and Topsham to see through the adoption of the proposed zoning ordinances implementing the Reuse Master Plans.**

Brunswick – \$15,444 grant rolled over to MRRA; approved by OEA on March 28, 2008. MRRA staff has been actively engaged with Town staff and Planning Decisions preparing a draft amendment to the Town's zoning ordinance.

Topsham – Zoning ordinance was adopted at Town Meeting in October.

- **Solicit funding in concert with the Maine Department of Transportation from the Federal Aviation Administration to develop an Airport Master Plan.**

Funding not available from FAA. MRRA applied for and received \$380,000 from OEA and a \$20,000 match from Maine DECD. A contract has been awarded to Hoyle Tanner Associates to conduct the study. Work has begun on this study.

- **Work with the towns of Brunswick and Topsham to develop a plan and strategies for the provisions of municipal services on the base upon transfer as well as a long term plan for investment in public infrastructure.**

MRRA requested budget amendments from OEA and Maine DECD totaling \$374,000 to prepare a twenty year public infrastructure capital improvement plan for NASB and the Topsham Annex, along with the development of a business plan and property disposition plan for both facilities. This comprehensive study has been commonly referred to as our Operations Plan.

- **Work with the Maine Department of Transportation in developing a transportation improvement plan for Bath Road, access to and from the base and US Route 1 in Brunswick, and improvements to the intersection of Route 201 and 196. Monitor planning and funding requests for other MDOT improvements, including Mill Street, Pleasant Street, and the Topsham by-pass.**

MRRA staff met with State officials on a number of occasions to assist in the development a scope of work for potential traffic and pedestrian improvements related to the redevelopment of NASB. MRRA also submitted separate funding requests to the Economic Development Administration as part of its request for stimulus package infrastructure projects to be funded in early 2009.



- **Continue working with BNAS officials on base transition issues as squadrons begin to leave the area.**

MRRRA has partnered with the State of the Maine in a Department of Labor IT Workforce Training Grant to establish information technology training opportunities for those in the community who may lose their job as result of base closure.

- **Continue to educate the public and civic and business leaders about the anticipated impact of base closure and opportunities to implement the Reuse Master Plans.**

Staff created several fact sheets, marketing materials, and presentations for distribution at public events, speaking engagements, trade shows, etc. Staff also created a Renewable Energy Center (REC) poster for presentation at Energy Efficiency Summit; designed and uploaded the website ([www.mrrra.us](http://www.mrrra.us)); and printed 500 NASB and 500 Topsham Annex Reuse Plan Summaries for distribution.

MRRRA Board hosted former Pease officials to hear about "lessons learned" from the redevelopment experience at Pease. Steve continues to make public appearances before community groups and others about the Reuse Master Plans for NASB and the Topsham Annex.

### Conveyance Management

- **Follow through with the Federal Department of Housing and Urban Development to ensure acceptance of the homeless public benefit conveyances and legally binding commitments proposals for Brunswick and Topsham.**

Homeless Assistance Applications and LBAs were submitted on January 15, 2008. HUD has reported to MRRRA officials that our application will be approved pending a letter from the BRAC PMO office in SanFranciso to HUD in Washington, D.C.

- **Work with the Navy, federal sponsoring agencies, and the organizations receiving public benefit conveyance property transfers at the Brunswick and Topsham Annex sites.**

A report on public benefit conveyances was presented to the Board in March. MRRRA has been receiving copies of correspondence from Federal Department of Education, Department of Health and Human Services, and National Parks Service which has been notifying applicants of approval of their requests.

- **Work with the Navy on other conveyance issues including, but not limited to, an economic development conveyance; and if approved, an airport public benefit conveyance through the Federal Aviation Administration at Brunswick.**

As described above, MRRA sought funding to develop a master public infrastructure capital improvement plan and disposition strategy from OEA and Maine DECD. The plan was funded and is currently being developed by Matrix Design Group and MRRA staff. Discussions with the Navy on conveyance mechanisms will begin in the spring of 2009.

- **Work with the Navy on issues regarding the disposition of land and long term lease with Northeast Housing LLC in Brunswick and Topsham.**

In September, MRRA sought and received a \$90,000 grant from OEA with a \$10,000 matching grant from the Maine State Housing Authority to retain a consultant to assist MRRA in the development of strategy to manage the transition of base housing into the civilian housing market in reasonable manner. The Board authorized a contract with Peter Roche of PJR Development of Winthrop, Massachusetts to develop this strategy.

### Environmental Studies and Remediation

- **Work with and provide input to the Navy on the development of an Environmental Impact Statement/ Environmental Assessment on the base reuse plan for BNAS and the Topsham annex.**

The Navy's EIS/EA work began in mid November with a public scoping process conducted by the Navy's consultants, Environment & Ecology. MRRA staff and consultants have provided information related to the Reuse Master Plans in support of the Navy's work.

- **Work with the Navy, the Maine Department of Environmental Protection and the US Environmental Protection Agency, Region I Office, on environmental remediation strategy, phasing and implementation to support the Reuse Master Plans.**

Steve Levesque and Victoria Boundy have regularly attended meetings of the Base Clean Up Team.

- **Continue to attend meetings of the Restoration Advisory Board (RAB) as they provide information and feedback to the Navy on environmental cleanup activities and planning on the base.**

Victoria Boundy has attended meetings of the RAB and is coming up to speed on environmental issue and studies at NASB, as well as communicating reuse plan goals and objectives to the RAB.

### Fund Raising and Development

- **Secure funding from other federal, state and local sources to implement the Reuse Master Plans.**

MRRA has submitted a successful \$200,000 grant application to the Maine Technology Institute for an alternative energy research and demonstration park feasibility study.

MRRA has also submitted a \$200,000 grant application to the Economic Development Administration for an alternative energy research and demonstration park feasibility study, to match the MTI Grant. Approval is expected in early 2009.

MRRA has been designated as a partner with the State of Maine in an IT Training Program in a \$200,000 training grant from the Federal Department of Labor. MRRA will receive \$40,000 to evaluate NASB technology infrastructure and to identify potential IT partners.

MRRA received a \$14,500 grant from the Governor's Office in support of our Business Attraction Program.

MRRA also entered into a contract with Maine DECD to conduct research and business attraction activities related to IT development in the State of Maine and opportunities at NASB.

## Economic Development and Marketing

- **Initiate the development of a marketing plan and strategy for the Brunswick base property and Topsham Annex.**

We have been working in partnership with Maine DECD and the Midcoast Council for Economic Development to develop an OEA grant request to put together a regional marketing strategy. OEA approved this regional marketing strategy development in December.

- **Begin a marketing effort for base redevelopment in support of plan implementation.**

The MRRA website is designed to be a portal for information on property assets, studies, upcoming meetings, and redevelopment resources, which all support plan implementation.

In March, we published 500 copies of the Plan Overview for the Reuse Master Plans for NASB and the Topsham Annex.

- **Work with Town of Brunswick, Town of Topsham and the State of Maine on strengthening economic development tools and strategies to support base redevelopment.**

Steve Levesque has participated in regional meetings of representatives from adjacent towns and officials from Maine DECD to talk about a regional strategy for business park development.

- **Develop (if the BLRA is successful in its application for a cluster grant from the Maine Technology Institute) a study and plan to create a northeastern center of excellence for an integrated R&D, manufacturing, testing, business incubation and productive operation of green energy technology products and services.**

A grant award from the Economic Development Administration has not been announced yet.

- **Continue to participate in the Governor's Advisory Committee on issues of transportation, education and training and economic development to support the Midcoast region as a result of the closing of BNAS.**

Representatives from the MRRRA Board and staff regularly attended meetings of the GAC and provided updates on our activities.

- **Continue to build relationships and contacts in the identified business clusters that will support redevelopment of the base.**

Steve has been meeting with business owners and others from a variety of the clusters interested in partnering on the redevelopment of NASB, including those from the aviation sector, higher education, composites, professional office and alternative energy sectors.

# Midcoast Regional Redevelopment Authority

## 2009 Work Plan

### Plan Implementation

- Work with the town of Brunswick to see through the adoption of the proposed zoning ordinances implementing the Reuse Master Plans.
- Work with the towns of Brunswick and Topsham to develop a plan and strategies for the provisions of municipal services on the base upon transfer.
- Work with the Maine Department of Transportation in developing a transportation improvement plan for Bath Road, access to and from the base and US Route 1 in Brunswick, and improvements to the intersection of Route 201 and 196. Monitor planning and funding requests for other MDOT improvements, including Mill Street, Pleasant Street, and the Topsham by-pass.
- Continue working with BNAS officials on base transition issues as squadrons begin to leave the area.
- Continue to educate the public and civic and business leaders in within the communities in the vicinity of base about the anticipated impact of base closure and opportunities to implement the Reuse Master Plans.
- Begin discussions with the Navy on property disposition strategies and submit a base property disposition plan and economic development conveyance proposal to the Navy.

### Studies

- Complete the Airport Master Plan.
- Complete the Operation Plan.
- Complete the Base Housing Disposition Strategy & Plan.

- Seek funding from OEA and the State of Maine to develop community design guidelines at NASB and the Topsham Annex.
- Pending approval of the Community Design Guidelines scope of work and funding, complete the plan.
- Pending approval by the Economic Development Administration initiate the first two tasks of the Renewable Energy Feasibility Study plan to create a northeastern center of excellence for an integrated R&D, manufacturing, testing, business incubation and productive operation of green energy technology products and services.
- Complete the IT infrastructure and business plan for NASB.

### Conveyance Management

- Follow through with the Federal Department of Housing and Urban Development to ensure acceptance of the homeless public benefit conveyances and legally binding commitments proposals for Brunswick and Topsham.
- Work with the Navy, federal sponsoring agencies, and the organizations receiving public benefit conveyance property transfers at the Brunswick and Topsham Annex sites.
- Work with the Navy on other conveyance issues including, but not limited to, an economic development conveyance; and an airport public benefit conveyance through the Federal Aviation Administration at Brunswick.

### Environmental Studies and Remediation

- Continue to work with and provide input to the Navy on the development of an Environmental Impact Statement for NASB Reuse Master Plan and the Environmental Assessment for the Topsham annex.
- Work with the Navy, the Maine Department of Environmental Protection and the US Environmental Protection Agency, Region I Office, on environmental remediation strategy, phasing and implementation to support the Reuse Master Plans.

- Continue to attend meetings of the Restoration Advisory Board (RAB) as they provide information and feedback to the Navy on environmental cleanup activities and planning on the base.

## Fund Raising and Development

- Secure funding from other federal, state and local sources to implement the Reuse Master Plans.
- Seek funds to begin a marketing effort for base redevelopment in support of plan implementation.

## Economic Development and Marketing

- Participate with the Midcoast Economic Development District (MCEDD) and the State of Maine to develop a regional marketing plan and strategy.
- Work with Town of Brunswick, Town of Topsham and the State of Maine on strengthening economic development tools and strategies to support base redevelopment.
- Continue to participate in the Governor's Advisory Committee on issues of transportation, education and training and economic development to support the Midcoast region as a result of the closing of BNAS.
- Continue to build relationships and contacts in the identified business clusters that will support redevelopment of the base.
- Submit a Foreign Trade Zone application to the Federal Trade Board for Foreign Trade Zone designation for businesses located at NASB or an application to become a subzone of the Lewiston/Auburn Trade Zone.

## Expected Deliverables

- Adopted zoning ordinance to implement plan in the Town of Brunswick.



*Expected Completion Date: February 28, 2009*

- Complete the Airport Master Plan.  
*Expected Completion Date: August 30, 2009*
- Complete the Operation Plan.  
*Expected Completion Date: August 30, 2009*
- Complete the Base Housing Disposition Strategy & Plan.  
*Expected Completion Date: July 30, 2009*
- Pending approval of the Community Design Guidelines scope of work and funding, complete the plan.  
*Expected Completion Date: December 31, 2009*
- Pending approval by the Economic Development Administration initiate the first two tasks of the Renewable Energy Feasibility Study plan to create a northeastern center of excellence for an integrated R&D, manufacturing, testing, business incubation and productive operation of green energy technology products and services.  
*Expected Completion Date: December 31, 2009*
- Submit a Foreign Trade Zone application to the Federal Trade Board  
*Expected Completion Date: September 30, 2009*
- Complete the IT infrastructure and business plan for NASB.  
*Expected Completion Date: December 31, 2009*
- Follow through with the Federal Department of Housing and Urban Development to ensure acceptance of the homeless public benefit conveyances and legally binding commitments proposals for Brunswick and Topsham.  
*Expected Completion Date: January 30, 2009*
- Submit an airport public benefit conveyance request through the Federal Aviation Administration.  
*Expected Completion Date: August 30, 2009*
- Submit an Economic Development Conveyance request to the Navy for property at NASB and the Topsham Annex.  
*Expected Completion Date: August 30, 2009*

# Midcoast Regional Redevelopment Authority

## 2008 Budget Report

as of December 31, 2008

	Office of Economic Adjustment / CDBG			MARRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
Income									
40200 - Office of Economic Adjustment - DoD	\$2,370,667.00	\$658,152.00	27.76%	\$0.00	\$0.00	0.00%	\$2,370,667.00	\$658,152.00	27.76%
40220-1 - State of Maine - CDBG Small Cities	\$231,185.00	\$141,345.00	61.14%	\$0.00	\$0.00	0.00%	\$231,185.00	\$141,345.00	61.14%
40220-3 State of Maine - Governor's Contingency	\$0.00	\$0.00	0.00%	\$14,500.00	\$14,500.00	100.00%	\$14,500.00	\$14,500.00	100.00%
40220-4 State of Maine - Maine Housing Authority	\$10,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00	0.00%
40280-1 Town of Brunswick/State Planning Office	\$0.00	\$0.00	0.00%	\$3,000.00	\$3,000.00	100.00%	\$3,000.00	\$3,000.00	100.00%
40303-1 Maine DECD BRAC IT Contract	\$0.00	\$0.00	0.00%	\$40,000.00	\$15,270.00	38.18%	\$40,000.00	\$15,270.00	38.18%
40411 Rental Income	\$0.00	\$0.00	0.00%	\$5,000.00	\$5,000.00	100.00%	\$5,000.00	\$5,000.00	100.00%
40450 Miscellaneous Income	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>\$2,440.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>\$2,440.00</u>	<u>na</u>
<b>Total Income</b>	<b>\$2,611,852.00</b>	<b>\$799,497.00</b>	<b>30.61%</b>	<b>\$62,500.00</b>	<b>\$40,210.00</b>	<b>64.34%</b>	<b>\$2,674,352.00</b>	<b>\$839,707.00</b>	<b>31.40%</b>

Midcoast Regional Redevelopment Authority

2008 Budget Report

as of December 31, 2008

	Office of Economic Adjustment / CDBG			MARRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
<b>Expenses</b>									
<b>50100 - Personnel Services</b>									
50102 - Salaries	\$707,087.00	\$335,404.51	47.43%	\$0.00	\$0.00	0.00%	\$707,087.00	\$335,404.51	47.43%
50103 - Wages	\$244,810.00	\$88,091.91	35.98%	\$0.00	\$0.00	0.00%	\$244,810.00	\$88,091.91	35.98%
50108 - Other Pay	\$0.00	\$0.00	0.00%	\$2,500.00	\$2,500.00	100.00%	\$2,500.00	\$2,500.00	100.00%
50150 - Overtime Wages	\$10,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00	0.00%
<b>Total 50100 - Personnel Services</b>	<b>\$961,897.00</b>	<b>\$423,496.42</b>	<b>44.03%</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>100.00%</b>	<b>\$964,397.00</b>	<b>\$425,996.42</b>	<b>44.17%</b>
<b>50200 - Employee Benefits</b>									
50201 - Unemployment Compensation	\$2,465.00	\$1,137.60	46.15%	\$0.00	\$0.00	0.00%	\$2,465.00	\$1,137.60	46.15%
50202 - Workers' Compensation Insurance	\$5,314.00	\$2,359.00	44.39%	\$0.00	\$0.00	0.00%	\$5,314.00	\$2,359.00	44.39%
50211 - Deferred Compensation	\$66,562.00	\$29,765.28	44.72%	\$0.00	\$0.00	0.00%	\$66,562.00	\$29,765.28	44.72%
50230 - FICA Taxes	\$73,586.00	\$26,006.49	35.34%	\$0.00	\$0.00	0.00%	\$73,586.00	\$26,006.49	35.34%
50260 - Other Employee Benefits	\$159,500.00	\$64,988.04	40.74%	\$0.00	\$0.00	0.00%	\$159,500.00	\$64,988.04	40.74%
<b>Total 50200 - Employee Benefits</b>	<b>\$307,427.00</b>	<b>\$124,256.41</b>	<b>40.42%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$307,427.00</b>	<b>\$124,256.41</b>	<b>40.42%</b>
<b>50300 - Supplies</b>									
50301 - Office Supplies	\$8,200.00	\$3,991.15	48.67%	\$1,150.00	\$1,153.87	100.34%	\$9,350.00	\$5,145.02	55.03%
50305 - Books and Periodicals	\$2,376.00	\$887.32	37.35%	\$0.00	\$0.00	0.00%	\$2,376.00	\$887.32	37.35%
50306 - Postage	\$4,400.00	\$2,248.62	51.11%	\$0.00	\$0.00	0.00%	\$4,400.00	\$2,248.62	51.11%
50307 - Photocopier	\$7,450.00	\$6,486.86	87.07%	\$0.00	\$0.00	0.00%	\$7,450.00	\$6,486.86	87.07%
50340 - Heating Fuel	\$8,000.00	\$2,713.76	33.92%	\$0.00	\$0.00	0.00%	\$8,000.00	\$2,713.76	33.92%
50371 - Gasoline & Oil	\$0.00	\$0.00	0.00%	\$2,500.00	\$1,564.44	62.58%	\$2,500.00	\$1,564.44	62.58%
<b>Total 50300 - Supplies</b>	<b>\$30,426.00</b>	<b>\$16,327.71</b>	<b>53.66%</b>	<b>\$3,650.00</b>	<b>\$2,718.31</b>	<b>74.47%</b>	<b>\$34,076.00</b>	<b>\$19,046.02</b>	<b>55.89%</b>

Midcoast Regional Redevelopment Authority

2008 Budget Report

as of December 31, 2008

	Office of Economic Adjustment / CDBG			MARRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
<b>50400 - Professional Services</b>									
50401 - Employee Training	\$14,150.00	\$5,620.23	39.72%	\$0.00	\$0.00	0.00%	\$14,150.00	\$5,620.23	39.72%
50402 - Dues and Memberships	\$3,780.00	\$1,815.09	48.02%	\$0.00	\$0.00	0.00%	\$3,780.00	\$1,815.09	48.02%
50420 - Computer Services	\$20,000.00	\$11,712.09	58.56%	\$0.00	\$0.00	0.00%	\$20,000.00	\$11,712.09	58.56%
50450 - Legal Services	\$50,000.00	\$22,614.62	45.23%	\$0.00	\$0.00	0.00%	\$50,000.00	\$22,614.62	45.23%
<b>50451 - Other Professional Services</b>									
50451-1 - Town of Brunswick MOA	\$4,809.00	\$4,809.01	100.00%	\$0.00	\$0.00	0.00%	\$4,809.00	\$4,809.01	100.00%
50451-2 - Town of Topsham MOA	\$44,100.00	\$44,100.00	100.00%	\$0.00	\$0.00	0.00%	\$44,100.00	\$44,100.00	100.00%
50541-3 - Banking Services	\$2,800.00	\$809.20	28.90%	\$0.00	\$0.00	0.00%	\$2,800.00	\$809.20	28.90%
50541-4 - Payroll and Tax Prep. Services	\$3,010.00	\$1,438.89	47.80%	\$0.00	\$0.00	0.00%	\$3,010.00	\$1,438.89	47.80%
50541-5 - Brunswick Zoning Ordinance	\$15,444.00	\$8,777.50	56.83%	\$0.00	\$0.00	0.00%	\$15,444.00	\$8,777.50	56.83%
50541-6 - Alter. Energy Consult.	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50541-7 - Wright Pierce Alter. Energy	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50541-8 - Oak Ridge National Lab.	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50541-9 - Environ. & Energy Coun. Of Me.	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50541-a - Airport Master Plan	\$400,000.00	\$14,342.00	3.59%	\$0.00	\$0.00	0.00%	\$400,000.00	\$14,342.00	3.59%
50541-b - Operations Plan	\$374,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$374,000.00	\$0.00	0.00%
50541-c - Consult. (Envir)	\$36,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$36,000.00	\$0.00	0.00%
50541-d - Consult. (Aviation)	\$39,000.00	\$225.00	0.58%	\$0.00	\$0.00	0.00%	\$39,000.00	\$225.00	0.58%
50541-e - Business Attraction	\$0.00	\$0.00	0.00%	\$23,500.00	\$11,906.62	50.67%	\$23,500.00	\$11,906.62	50.67%
50541-f - Alter. Energy Consult.	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50541-g - So. Mid. Chamber Closure Imp	\$0.00	\$0.00	0.00%	\$6,000.00	\$6,000.00	100.00%	\$6,000.00	\$6,000.00	100.00%
50541-h - Residential Consultant	\$100,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$100,000.00	\$0.00	0.00%
50452 - Audit Services	\$16,000.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$16,000.00	\$0.00	0.00%
<b>Total 50400 - Professional Services</b>	<b>\$1,123,093.00</b>	<b>\$116,263.63</b>	<b>10.35%</b>	<b>\$29,500.00</b>	<b>\$17,906.62</b>	<b>60.70%</b>	<b>\$1,152,593.00</b>	<b>\$134,170.25</b>	<b>11.64%</b>

Midcoast Regional Redevelopment Authority

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	Office of Economic Adjustment / CDBG			MRRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
<b>50500 - Property Services</b>									
50509 - Vehicle Maintenance	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%
50510 - Electricity	\$790.00	\$219.24	27.75%	\$0.00	\$0.00	0.00%	\$790.00	\$219.24	27.75%
50511 - Water and Sewer	\$500.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$500.00	\$0.00	0.00%
50512 - Telephone	\$12,932.00	\$6,670.00	51.58%	\$0.00	\$0.00	0.00%	\$12,932.00	\$6,670.00	51.58%
50520 - Building Maintenance	\$9,500.00	\$4,984.92	52.47%	\$0.00	\$0.00	0.00%	\$9,500.00	\$4,984.92	52.47%
50531 - Rent	\$4,800.00	\$3,804.11	79.25%	\$5,000.00	\$5,000.00	100.00%	\$9,800.00	\$8,804.11	89.84%
50551 - Waste Collection	<u>\$750.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$750.00</u>	<u>\$0.00</u>	<u>0.00%</u>
<b>Total 50500 - Property Services</b>	<b>\$29,272.00</b>	<b>\$15,678.27</b>	<b>53.56%</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>100.00%</b>	<b>\$34,272.00</b>	<b>\$20,678.27</b>	<b>60.34%</b>
<b>50600 - Other Purchased Services</b>									
50601 - Liability Insurance	\$18,000.00	\$8,624.73	47.92%	\$0.00	\$0.00	0.00%	\$18,000.00	\$8,624.73	47.92%
50603 - Automobile Insurance	\$0.00	\$0.00	0.00%	\$650.00	\$623.00	95.85%	\$650.00	\$623.00	95.85%
50610 - Travel	\$46,424.00	\$19,718.52	42.47%	\$6,000.00	\$2,793.64	46.56%	\$52,424.00	\$22,512.16	42.94%
50620 - Advertising	\$6,000.00	\$417.45	6.96%	\$0.00	\$0.00	0.00%	\$6,000.00	\$417.45	6.96%
50621 - Printing	\$11,500.00	\$7,435.62	64.66%	\$1,000.00	\$362.00	36.20%	\$12,500.00	\$7,797.62	62.38%
50699 - Contingency	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$10,000.00</u>	<u>\$4,655.40</u>	<u>46.55%</u>	<u>\$10,000.00</u>	<u>\$4,655.40</u>	<u>46.55%</u>
<b>Total 50600 - Other Purchased Services</b>	<b>\$81,924.00</b>	<b>\$36,196.32</b>	<b>44.18%</b>	<b>\$17,650.00</b>	<b>\$8,434.04</b>	<b>47.78%</b>	<b>\$99,574.00</b>	<b>\$44,630.36</b>	<b>44.82%</b>
<b>50700 - Capital Outlay</b>									
50705 - Capital Outlay - Buildings	\$26,630.00	\$25,879.89	97.18%	\$0.00	\$0.00	0.00%	\$26,630.00	\$25,879.89	97.18%
50730 - Capital Outlay - Equipment	\$12,400.00	\$11,335.31	91.41%	\$0.00	\$0.00	0.00%	\$12,400.00	\$11,335.31	91.41%
50740 - Capital Outlay - Tech. Hardware	\$13,283.00	\$6,537.72	49.22%	\$0.00	\$0.00	0.00%	\$13,283.00	\$6,537.72	49.22%
50741 - Capital Outlay - Tech. Software	\$25,500.00	\$0.00	0.00%	\$0.00	\$0.00	0.00%	\$25,500.00	\$0.00	0.00%
50790 - Capital Outlay - Depreciation	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
<b>Total 50700 - Capital Outlay</b>	<b>\$77,813.00</b>	<b>\$43,752.92</b>	<b>56.23%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$77,813.00</b>	<b>\$43,752.92</b>	<b>56.23%</b>

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	Office of Economic Adjustment / CDBG			MRRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
50800 - Debt Service									
50801 - Reduction of Principal - Vehicles	\$0.00	\$0.00	0.00%	\$3,250.00	\$3,250.65	100.02%	\$3,250.00	\$3,250.65	100.02%
50805 - Interest Expense - Vehicles	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>	<u>\$950.00</u>	<u>\$894.61</u>	<u>94.17%</u>	<u>\$950.00</u>	<u>\$894.61</u>	<u>94.17%</u>
Total 50800 - Debt Service	\$0.00	\$0.00	0.00%	\$4,200.00	\$4,145.26	98.70%	\$4,200.00	\$3,250.65	77.40%
Total Expense	\$2,611,852.00	\$775,971.68	29.71%	\$62,500.00	\$40,704.23	65.13%	\$2,674,352.00	\$816,675.91	30.54%
Net		\$23,525.32			(\$494.23)			\$23,031.09	
Adjustments									
Accounts Receivable									
Maine DECD IT Contract					\$3,590.00				
Cross Insurance					\$40.00				
Accounts Payable									
none									
Adjusted Net		\$23,525.32			\$3,135.77			\$23,031.09	

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	Office of Economic Adjustment / CDBG			MRRA Special Revenue Fund			All Funds		
	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget	Budget	Expended/ Received to Date	Percent of Budget
<b>Revenue</b>									
Received 2007		\$215,607.00			\$0.00		\$215,607.00		
Received to date 2008		<u>\$583,890.00</u>			<u>\$40,210.00</u>		<u>\$624,100.00</u>		
		\$799,497.00			\$40,210.00		\$839,707.00		
<b>Expenditures</b>									
Expended 2007		\$1,755.33			\$0.00		\$1,755.33		
Expended to date 2008		<u>\$774,216.35</u>			<u>\$40,704.23</u>		<u>\$814,920.58</u>		
		\$775,971.68			\$40,704.23		\$816,675.91		
<b>Balance</b>									
Deferred Revenue		\$213,851.67			\$0.00		\$213,851.67		
As of the date of this report		<u>(\$190,326.35)</u>			<u>(\$494.23)</u>		<u>(\$190,820.58)</u>		
		\$23,525.32			(\$494.23)		\$23,031.09		

# Midcoast Regional Redevelopment Authority

## Office of Economic Adjustment and State of Maine CDBG Funds

November 28, 2007 BUDGET APPROVED REVENUE: OEA 773,020; State of Maine \$85,891 (applied of a grant of \$103,607); EXPENDITURES \$858,911

Amendments

March 27, 2008 REVENUE: OEA \$20,994; State of Maine \$2,333. EXPENDITURES: Zoning Ord. Work \$15,444; Capital Outlay - Computers \$7,883.

June 11, 2008 REVENUE: OEA \$762,500; State of Maine \$62,500 (\$47,117 expected from 2009 appropriation - see November 5, 2008 amendment). EXPENDITURES: Workers Comp. \$287; Comp. Serv. \$2,500; Banking Serv. \$2,000; Airport Plan \$400,000; Operating Plan \$350,000; Aviation Consult. \$39,000; Envir. Consult. \$36,000; Rent (\$4,787),

September 16, 2008 REVENUE: OEA \$90,000; State of Maine \$10,000 Maine State Housing Authority. EXPENDITURES: Unemployment \$4,965; Office Supplies \$700; Computer Services \$2,500; Payroll Services (\$3,065); Residential Consultant \$100,000; Electricity (\$4,210); Water and Sewer (\$1,500); Telephone \$1,000; Waste Collection (\$500); Advertising (\$1,000); Capital Outlay - Buildings \$1,110.

October 30, 2008 REVENUE: OEA \$21,600; State of Maine \$2,400 (anticipated prior to 12/31/2008). EXPENDITURES: \$24,000 Operations Plan Consulting budget.

November 5, 2008 (CDBG) REVENUE: CDBG \$47,117 applied to match (\$483 available to program from \$50,000 grant amendment).

December 19, 2008 REVENUE: OEA \$702,553, \$100,00 grant application submitted to State of Maine for required match funds of \$78,061. EXPENDITURES: Salaries \$365,499; Wages \$150,593, Overtime \$5,000; Unemployment Comp. (\$4,435), Workers Compensation \$2,955, Deferred Compensation \$36,266; FICA \$39,864; Other Employee Benefits \$87,500, Office Supplies \$4,500; Books \$1,188, Postage \$2,400; Photocopier \$4,450, Heating Fuel \$4,000; Employee Training \$7,850; Dues \$1990, Computer Services \$10,000; Town of Brunswick MOA (\$25,191); Banking Services \$800; Payroll Services \$1,010; Audit Services \$8,000. Telephone \$7,932, Building Maintenance \$3,000, Rent (\$2188), Waste Collection \$250, Liability Insurance \$9,000; Travel \$22,231, Advertising \$2,000; Printing \$2,500; Capital Outlay - Buildings \$750, Capital Outlay - Tech. Hardware \$5,400; Capital Outlay - Tech Software \$22,500.

December 23, 2008 REVENUE: CDBG \$100,000 approval letter from Mike Baran at Maine DECD. As of January 1, 2009, \$22,422 remains available to match future OEA funds.



Midcoast Regional Redevelopment Authority

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Special Revenue Fund

June 17, 2008

BUDGET APPROVED REVENUE: Rent \$5,000; IT Consulting Contract \$40,000 EXPENDITURES: \$45,000

Amendments

July 15, 2008

REVENUE: Town of Brunswick/SPO \$3,000; State of Maine Gov. Contingency \$14,500. EXPENDITURES: Business Attraction \$11,500; Contract with Midcoast Chamber \$6,000.