



TOWN OF GRAY

Henry Pennell Municipal Complex
24 Main St, Gray Maine 04039
www.graymaine.org

DEPARTMENT OF BUILDINGS AND GROUNDS

Mo Russo III, Director
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MEMO

To: Nate Rudy, Town Manager
Gray Town Council

From: Mo Russo, Director of Buildings and Grounds

Date: March 16, 2023

Re: Sign Making

In my initial CIP request to, I included the following projects: Public Services Sign and Welcome to Gray Turnpike sign as needing to be replaced. The estimated cost of these combined projects is \$40,000. \$32,000 is in the proposed CIP budget with an anticipated carryforward of \$8,000 from FY2023 CIP.

Considering continual delays from our current sign vendor with the fabrication and installation of the “Welcome to Gray” and “Entering Gray Village” signs, the prolonged process of the Pennell Sign project, and the rising costs to have vendors perform this work I would like to propose this option.

The Buildings and Grounds Department could take on the fabrication and installation of these sign projects, in the future we would be able to fabricate additional signs in a more timely manner. The upfront cost to purchase the equipment for fabricating signs is approximately \$1,500. The cost to fabricate the signboards for the Turnpike location and the Public Services Complex is \$3,000. These items could be funded from the anticipated \$8,000 balance of this year’s sign project.

This option would not have been possible previously as the department did not have the shop space to perform fabrication of projects this large in the Manual Arts Building.

The remaining \$3,500 of the \$8,000 balance of this year’s project would be a requested carryforward to cover the cost of the new dedicated circuit for the LED sign at the Public Services Complex and associated electrical work. The amount requested for FY2024 CIP would reduce from \$32,000 to \$16,000.