



**City of Biddeford  
Citizens' Advisory Committee**

May 8, 2025 at 4:00 PM

Zoom

Join Zoom Meeting Online  
Or call in by phone: +1 312 626 6799  
Meeting ID: 964 6239 8153  
Passcode: 579729

1. Call to Order
2. Approval of Minutes
  - 2.a April 23, 2025 Meeting
3. Discussion Items
  - 3.a McArthur Library Application Review
4. Other Business
5. Adjourn

#### 04.23.25 CAC Meeting Minutes

1. Call of Order at 5:30 PM by Leah.
  - a. All present.
  - b. New appointee – Catherine Gilbert (Cathy). This is her first meeting. Welcome!
2. Approval of Minutes
  - a. February 26, 2025 Meeting
  - b. Betsy moved to approve the minutes, Talia second. All in favor.
3. Project/Program Update
  - a. PY25 Budget Discussion
    - i. Need a plan for increase or decrease if award is not the same
    - ii. The HUD office for us is going to be entirely unstaffed. We will get a rep from another state at some point soon.
    - iii. The first week of May, region 1 grantees are having the spring annual conference. We should get more info than from HUD.
    - iv. Housing rehab – what is that money doing?
      1. There has been talk of doing smaller grants, or use it as a match to HUD funding?
      2. We have failed the money spending test the last 3 years, largely due to staff changes.
      3. We have a new direct that is catching up to audits.
      4. It would be helpful to understand what the planning department is trying to achieve.
      5. Maine Health is planning a group home on Bacon Street, and Westbrook housing too
      6. 80K isn't going to move the needle on a big project.
      7. LED grant is approx. 30K a unit.
      8. We could do matching grants with these funds.
      9. There have been some questions about ramps for ADA purposes on residential private property.
      10. Could we get a list of needs/ projects from age friendly Biddeford? They are all volunteer work, so they might not qualify.
      11. Age friendly Biddeford is working on smoke detectors with the red cross.
      12. Could we buy bulk grab bars or tools or something to be installed by volunteers Not sure yet. 80K was used by LED projects for non-Led related repairs. If LED grant is running, they could spend down the 80K.
      13. Part of the problem is finding contractors to do the work.
      14. Liam proposed to increase public facilities and take a bit from housing rehab. Proposal is 200K to public facilities, 55K in public housing.
      15. I proposed money in housing rehab should be used for LED grant matching as well.

- 16. Recreation down to zero, public facilities and infrastructure would be 214K approximately (exactly \$213,297).
  - 17. 11 more units ready to go out to bid in LED grant.
  - v. Total bid for the playground was 241.
    - 1. Any conversation with pearl street park for public bathrooms? Doesn't sound like it was a priority. It would be maintained by public works.
  - vi. More high-price condos coming online, does that impact our future funding? Yes. The next time income is updated, we might be over the limit.
  - vii. Motion to keep allocations the same as proposed by Talia. Second Liam. All in favor.
- b. Jessica is giving a presentation on the LED grant on May 7<sup>th</sup> with HUD for implementation documents for 2022. They have about a million dollars to draw.
  - c. Re-update on city's game plan for housing programs and projects.
  - d. Destination playground still seems to be a big point of interest for the council.
4. Other Business
- a. McArthur Library Presentation
    - i. Dave Moravic came to present for us (he is the treasurer).
    - ii. Facilities assessment was done to mark out projects needed. We are more in the brick and mortar funding, but we could discuss project areas too.
    - iii. Need elevator refitted first before expanding.
    - iv. He knows the contractors, etc., need to fit certain criteria
    - v. They have 2.5 million in improvements needed in next 5 years
    - vi. They need around 250K a year or so amount to help. Planning to do fundraising in 2026.
    - vii. He sent a list of projects to us for our last meeting. He thinks the elevator would be the better item to address.
    - viii. Has anything else come up – the boiler has come up as well. It would be a good amount as well, around 20K.
    - ix. Any programming needs as the summer comes up? They plan to refit the community room to set up the room to accommodate different groups. New furniture would be needed as well for the upstairs of the library. This would keep the furniture cleaner, around 17K.
    - x. 174K is unspoken for in public facilities.
    - xi. The elevator would cost around 215K. They haven't gone out to bid yet.
    - xii. The library hasn't received any CDB funds before. They applied before but never received any funding. It might still come in from surplus funds (for masonry work).
    - xiii. Library got \$750K from the city this year.
    - xiv. City had promised the library an extra \$250K, but that never came in, as we are painfully aware.

- xv. The boiler will be okay for now, but it is coming up. They did go to natural gas which was a huge saving.
  - xvi. We have drafts of an application but the committee hasn't approved it yet, but library would need to do an application.
  - xvii. Electrical upgrades are going to be needed for the elevator.
  - xviii. We have an application that could be used, it's just official.
  - xix. There are many items on the list to propose the money go to the library.
  - xx. Code enforcement issues that need to be addressed.
  - xxi. The 174K is available July 1, 2025. We have 200K (after the playground) that needs to be allocated.
  - xxii. Library could apply for smaller projects in the meantime as well.
  - xxiii. Did council reallocate? It went into public facilities generally, but some of the money was given to community center for playgrounds.
  - xxiv. Voting to make a recommendation at this time. We will need to go public notice for comment for the budget which will go to public hearing.
  - xxv. Most of council is in favor of some money going to the library. The library shouldn't put all of their eggs all in one basket, that would be foolish.
  - xxvi. The library is critical to community service.
  - xxvii. They have been balancing the challenges of helping the unhoused and keeping people using the library and feeling comfortable.
  - xxviii. Council would be more open if we had an application.
  - xxix. We will get Dave a draft application. There's a bid packet he can follow.
  - xxx. Apparently elevator parts take a year to get ordered.
  - xxxi. Liam thinks we should have an application to vote on. Tabel voting on this until we get an application. We can vote via Zoom.
  - xxxii. The library is looking for a new director, they are starting the process this Friday.
  - xxxiii. He should do separate application for elevator, and furniture for community room, etc.
- b. The sidewalk we put money into now has a no-trespassing sign. This is not okay.
    - i. This discourages Biddeford residents from using the walkway. Not sure if it's being locked or not.
  - c. We will meet via Zoom on May 8, 2025 at 4:00 PM to look at Library application.
5. Adjourn – at 6:43 PM, by motion of Talia. Second by Betsy. Unanimous.