

**COUNCIL MEETING
DECEMBER 20, 2016**

Mayor Casavant called the meeting to order at 6:10 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Bob Mills, Rick Laverriere, Michael Ready, Laura Seaver, Marc Lessard

The Council, and all who were present, recited the Pledge of Allegiance.

Adjustment to the Agenda:

- Remove Order 2016.115

Presentation: Biddeford's Age Friendly Community Designation

Rich Livingston, President of Maine AARP, presented a plaque to the City in recognition of the designation of being an Age Friendly Community. This award recognizes the fact that Biddeford provides programs and services for citizens of all ages; and allows citizens to stay in their homes and in the community for as long as they want, as well as giving folks the opportunity to remain vital and contributing citizens in the City.

Consideration of Minutes: **December 6, 2016**

Motion by Councilor McCurry, seconded by Councilor Ready to accept the minutes as printed.

Vote: Unanimous.

Second Reading:

{For a copy of the ordinance amendment and first reading, see the Council Meeting minutes of December 6, 2016}

2016.110) Amendment/Land Development Regulations/Art. III-Official Zoning Map/Rezoning of 360 Alfred Street

Motion by Councilor McCurry, seconded by Councilor Mills to grant the second reading of the ordinance amendment.

Vote: 7/2; Councilors Lessard and Ready opposed.

Councilors Swanton, McCurry, St. Cyr, Quattrone, Mills, Laverriere and Seaver in favor.

Motion carries.

Orders of the Day:

2016.113

IN BOARD OF CITY COUNCIL..DECEMBER 20, 2016

BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

Part III (Land Development Regulations), Article VI (Performance Standards), Section 12 (Buffers) as follows:

- A. *No structure shall be erected or any use permitted in nonresidential districts, which abut residential districts, unless a buffer strip at least 30 feet wide is provided and maintained between any adjoining residential district or use and the nonresidential structure or use. Such buffer area shall be for the purpose of eliminating or minimizing any adverse effects upon the environmental or esthetic qualities of abutting properties or any type of nuisance affecting the health, safety, welfare and property values of the residents of Biddeford. This requirement may be waived by the Planning Board upon request of the applicant if it can be demonstrated that the waiver is warranted or necessary due to existing conditions and/or if other means of eliminating or minimizing any adverse impacts on residential structures or uses can achieve the same purpose, such as, but not limited to, the installation of stockade fencing or noise barriers.*
- B. *No building, structure, or parking shall be erected, provided, or enlarged or use permitted within the institutional zone which abuts or is adjacent to a Suburban Residential (SR-1), Coastal Residential (CR), or Rural-Farm (R-F) Zone unless a buffer at least 50 feet wide is provided and maintained between the adjoining zone and the building, structure, parking, or use in the institutional zone. Such buffer area shall be for the purpose of eliminating or minimizing any adverse effects upon the environmental or aesthetic qualities of abutting properties or any type of nuisance affecting the health, safety, welfare and property values of the residents of Biddeford, especially the residents of the surrounding neighborhoods. The buffer standards related to this subsection (Article VI,12.B) pertaining to the institutional zone may not be waived.*

- C. ~~Required b~~Buffer areas shall not include parking or loading areas, and shall consist of coniferous or deciduous trees.

Motion by Councilor Ready, seconded by Councilor Mills to grant the first reading of the ordinance amendment.

Vote: 6/3; Councilors Lessard, Seaver and McCurry opposed.

Councilors Swanton, St. Cyr, Quattrone, Mills, Laverriere and Ready in favor.

Motion carries.

2016.114

IN BOARD OF CITY COUNCIL..DECEMBER 20, 2016

BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

Part III (Land Development Regulations), Article II (Definitions) as follows:

DWELLING

5. DWELLING UNIT

A room or group of rooms designed and equipped exclusively for use as permanent, seasonal, or temporary living quarters for only one family at a time, and containing cooking, sleeping and toilet facilities, and be designed for and used or held ready for use as a permanent residence by one family. The term shall include mobile homes and rental units that contain cooking, sleeping and toilet facilities regardless of the time-period rented. Recreational vehicles are not residential dwelling units.

**Part III (Land Development Regulations), Article VI (Performance Standards),
Section 40 (Hotels/motels and inns) as follows:**

~~A. Design requirements.~~

- ~~1. For traffic safety on and immediately adjoining each motel, hotel or inn and to assure the health, safety and welfare of the occupants and of the neighborhood generally, the following land, space, building, traffic, utility, and service design requirements shall be complied with. For the purposes of this section, the terms hotel, motel and inn, and rental cabins, cottages and housekeeping units are used interchangeably.~~
- ~~(a) The minimum lot size for any hotel, motel, or inn shall contain not less than one acre of total area and not less than 200 feet lot width at the street and throughout the first 200 feet of depth of said lot back from the street.~~
- ~~(b) No part of any building on a motel lot shall be closer than 40 feet to the front lot line, rear lot line or either side line of such lot. A green space, not less than 20 feet wide, shall be maintained open and green with grass, bushes, flowers or trees all along each side lot line, the rear lot line, and the front line of such lot, except for entrance and exit driveways. The green space shall not be used for automobile parking.~~
- ~~(c) Buildings on a hotel lot shall not cover more than 15% of the area of the lot.~~
- ~~(d) If cooking or eating facilities are provided in hotel rental units, each rental unit shall be considered a dwelling unit and the hotel shall be required to meet all the standards for multifamily developments in this ordinance including the residential density requirements of the appropriate district.~~
- ~~(e) Each motel rental unit shall contain not less than 250 square feet of habitable floor area enclosed by walls and roof, exclusive of any adjoining portions of roofed or covered walkways. Each motel rental sleeping room shall not be less than 12 feet by 15 feet horizontal dimensions, exclusive of baths. Each rental unit shall include private bathroom facilities.~~
- ~~(f) On each hotel lot, one apartment may be provided for a resident owner, manager, or other responsible staff person, provided that it shall meet the standards for a unit in a multifamily dwelling unit.~~

- ~~(g) — Hotel building construction plans shall be reviewed and approved by the State Fire Marshal's office.~~
- ~~(h) — Each motel structure shall contain not less than five, nor more than 10 individual motel rental units, unless each section of 10 units is separated from any additional sections by an unbroken firewall. Each motel structure may be connected with other similar structures by a covered walkway, if the walkway is constructed of fire resistive materials. Whether or not so connected, the nearest parts of the walls or corners of such structure shall be separated by an open, undeveloped land area, of not less than 30 feet, and in which there shall be no automobile parking or loading.~~
- ~~(i) — All hotels shall be connected to the public sewer and water systems.~~
- ~~(j) — All hotels shall be subject to the parking standards of this ordinance.~~

Motion by Councilor Mills, seconded by Councilor Quattrone to grant the first reading of the ordinance amendment.
Vote: Unanimous.

2016.116 **IN BOARD OF CITY COUNCIL..DECEMBER 20, 2016**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby affirm the easement authorization for 41 Franklin Street, as executed by the City Manager.

Motion by Councilor McCurry, seconded by Councilor Mills to grant the order.
Vote: Unanimous.

2016.117 **IN BOARD OF CITY COUNCIL..DECEMBER 20, 2016**
BE IT ORDERED, that the City Manager appointments of the following Department Heads be confirmed, per the **CITY CHARTER**,

Article X – Departments, Offices or Agencies
Sec. 1. Appointments
Subsection (c):

- (1) *Tax Assessor* – Frank Yattaw
- (2) *Police Chief* – Roger P. Beaupre
- (3) *Fire Chief* – Scott Gagne
- (4) *Public Works Director* – Guy Casavant
- (5) *Code Enforcement Officer* – Roby Fecteau
- (6) *Director of Economic Development* – Daniel Stevenson
- (7) *Building Facilities Manager* – Philip Radding
- (8) *City Treasurer* – James Bennett
- (9) *Recreation Director* – Carl Walsh
- (10) *General Assistance Administrator* – Kristen Barth
- (11) *Finance Director* – Michael Wilson

The City Manager appointments are effective January 2017.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the City Manager appointments.
Vote: 8/1; Councilor Ready opposed.
Councilors Swanton, McCurry, St. Cyr, Quattrone, Mills, Laverriere, Seaver and Lessard in favor.
Motion carries.

2016.118 **IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 2, ADMINISTRATION, Article IV BOARDS, COMMITTEES, COMMISSIONS, DIVISION 11, BIDDEFORD FIRE ADVISORY COMMITTEE (BFAC), is amended by adding new Sections to read as follows:

Sec. 2-326. Establishment.

There is hereby created and established the Biddeford Fire Advisory Committee, herein after BFAC, comprised of five (5) members and a member of the Biddeford Fire Department to serve as an ex-officio member. All members shall be citizens and reside within the corporate limits of the City of Biddeford, with the exception of the ex-officio member who may reside outside of the City. In appointing members

to the BFAC, the Mayor and City Council shall seek to appoint members from a cross-section of all citizens. The BFAC is established under the authority of the Biddeford City Council and shall serve under the directive of the City Council

Sec. 2-327. Purpose.

The purpose of the Committee is to provide an organized forum for two-way communication between the Biddeford Fire Department and the community. Responsibilities shall include:

(1) Where appropriate, make recommendations to the City Council and Fire Department on substantive issues, with the goal of improved fire services. For the purpose of this article, "substantive" issues are defined as matters of major or practical importance to all concerned. It shall not include personnel issues involving individual members or officers of the Fire Department, or daily Fire operations and implementation.

(2) Assist in identifying potential Fire Department community partnerships to address public safety related issues within the community.

(3) Identify community resources and support for public safety activities (such as parking, and traffic); and give input to the City Council and the Fire Department regarding perceived effectiveness.

(4) Receive information and comments from citizens at the Committee's open and public meeting forum regarding public safety issues.

(5) Make reports to the City Council at such times as may be requested by the City Council or as the BFAC determines is necessary.

Sec. 2-328. Membership.

Members shall be appointed by the Mayor and confirmed by a majority of the City Council for staggered three-year terms. All subsequent appointments, except to fill a vacancy, shall be for three-year terms. A vacancy is created upon the death or written resignation to the BFAC Chair, or upon the vote of the City Council to remove a member. Members of the Committee shall serve without pay and at the discretion of the City Council. The Biddeford Fire Chief, or his designee, shall serve as the administrator, advisor and ex-officio member, and shall provide assistance to the BFAC.

Sec. 2-329. Organization of the Fire Advisory Committee.

The Mayor shall appoint a Chair and a Vice Chair. The Chair shall serve a two-year term. A quorum shall consist of three (3) members. The Chair shall be counted in determining a quorum and shall have one (1) vote.

The Vice Chair shall serve a two-year term. The Vice Chair shall serve as Chair upon the death or resignation of the Chair, or upon the office of the Chair becoming vacant. The Vice Chair shall discharge the powers of the office of the Chair at any meeting at which the Chair is absent. The Vice Chair shall be counted in determining a quorum and shall have one (1) vote.

The ex-officio member of the BFAC is a nonvoting member and shall serve in an advisory capacity.

The duties of a secretary responsible for recording meeting minutes shall be rotated sequentially among the Committee's membership for each meeting. The Chair shall be excluded from this responsibility. A roster for secretarial duties shall be established by the Committee.

A quorum consisting of three (3) members shall be necessary to take any BFAC action authorized or required by this article. An issue shall carry by a majority of those voting.

Notice of any expired terms and/or vacancies shall be given to the public. The Mayor shall nominate and the City Council shall confirm all appointments to fill expired terms and/or vacancies. The City Council may remove any member for misconduct or nonperformance of duty.

The BFAC may adopt and amend from time to time rules to govern the conduct of its administrative business, consistent with the provisions of this article.

Sec. 2-330. Meetings.

Meetings of the Biddeford Fire Advisory Committee shall be established by the BFAC. Meetings shall be held at the Biddeford City Hall or at a suitable municipal public location. Prior notice of any change in meeting date, time or place shall be provided to all members, the public, and the administrative staff forty-eight (48) hours in advance of said meeting.

All regularly scheduled and special meetings shall have an agenda approved by the Chair.

Motion by Councilor McCurry, seconded by Councilor Laverriere to grant the first reading of the ordinance amendment.

Vote: Unanimous.

2016.119

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 2, ADMINISTRATION, Article IV BOARDS, COMMITTEES, COMMISSIONS, DIVISION 12, BIDDEFORD POLICE ADVISORY COMMITTEE (BPAC), is amended by adding new Sections to read as follows:

Sec. 2-341. Establishment.

There is hereby created and established the Biddeford Police Advisory Committee, herein after BPAC, comprised of five (5) members and a member of the Biddeford Police Department to serve as an ex-officio member. All members shall be citizens and reside within the corporate limits of the City of Biddeford, with the exception of the ex-officio member who may reside outside of the City. In appointing members to the BPAC, the Mayor and City Council shall seek to appoint members from a cross-section of all citizens. The BPAC is established under the authority of the Biddeford City Council and shall serve under the directive of the City Council

Sec. 2-342. Purpose.

The purpose of the Committee is to provide an organized forum for two-way communication between the Biddeford Police Department and the community. Responsibilities shall include:

(1) Where appropriate, make recommendations to the City Council and Police Department on substantive issues, with the goal of improved police services. For the purpose of this article, "substantive" issues are defined as matters of major or practical importance to all concerned. It shall not include personnel issues involving individual members or officers of the police department, or daily police operational enforcement and implementation.

(2) Assist in identifying potential Police Department community partnerships to address public safety related issues within the community.

(3) Identify community resources and support for public safety activities (such as parking, and traffic); and give input to the City Council and the Police Department regarding perceived effectiveness.

(4) Receive information and comments from citizens at the Committee's open and public meeting forum regarding public safety issues.

(5) Make reports to the City Council at such times as may be requested by the City Council or as the BPAC determines is necessary.

Sec. 2-343. Membership.

Members shall be appointed by the Mayor and confirmed by a majority of the City Council for staggered three-year terms. All subsequent appointments, except to fill a vacancy, shall be for three-year terms. A vacancy is created upon the death or written resignation to the BPAC Chair, or upon the vote of the City Council to remove a member. Members of the Committee shall serve without pay and at the discretion of the City Council. The Biddeford Police Chief, or his designee, shall serve as the administrator, advisor and ex-officio member, and shall provide assistance to the BPAC.

Sec. 2-344. Organization of the police advisory committee.

The Mayor shall appoint a Chair and a Vice Chair. The Chair shall serve a two-year term. A quorum shall consist of three (3) members. The Chair shall be counted in determining a quorum and shall have one (1) vote.

The Vice Chair shall serve a two-year term. The Vice Chair shall serve as Chair upon the death or resignation of the Chair, or upon the office of the Chair becoming vacant. The Vice Chair shall discharge the powers of the office of the Chair at any meeting at which the Chair is absent. The Vice Chair shall be counted in determining a quorum and shall have one (1) vote.

The ex-officio member of the BPAC is a nonvoting member and shall serve in an advisory capacity.

The duties of a secretary responsible for recording meeting minutes shall be rotated sequentially among the Committee's membership for each meeting. The Chair shall be excluded from this responsibility. A roster for secretarial duties shall be established by the Committee.

products manufacturing facilities and retail marijuana testing facilities, as those terms are defined in the proposed Act, as well as providing the option to prohibit the operation of retail marijuana social clubs and retail marijuana establishments, including stores, cultivation facilities, manufacturing facilities and testing facilities, within their jurisdiction; and

WHEREAS, the proposed Act will not limit the privileges or rights afforded by the Maine Medical Use of Marijuana Act (22 M.R.S.A. §§ 2421 – 2430-B) to qualifying patients, primary caregivers, or registered dispensaries, including cultivation facilities associated with any of those classifications;

WHEREAS, the outcome of the State-wide referendum vote is yet to be finally determined and the City's current Code of Ordinances does not include any regulations related to retail marijuana establishments or retail marijuana social clubs under the proposed new Act; and

WHEREAS, the unregulated location and operation of retail marijuana establishments and retail marijuana social clubs within the City of Biddeford raises legitimate and substantial questions about the impact of such establishments and social clubs on the City, including questions about the compatibility of retail marijuana establishments and social clubs with existing uses and development in residential, commercial and industrial zoning districts; the potential adverse health and safety effects of retail marijuana establishments and social clubs on the community if not properly regulated; the possibility of illicit sale and use of marijuana and marijuana products to minors and misuse of marijuana and marijuana products by those who would abuse the uses authorized under the new law; potential criminal activity associated with the cultivation, manufacturing, sale and use of marijuana and marijuana products for non-medicinal purposes and the potential increased burden on the City's Police Department and Fire Rescue Department; and the adequacy of the City's streets and infrastructure to accommodate the additional traffic and/or population that may result from the presence of retail marijuana establishments or social clubs; and

WHEREAS, the possible effect of the location and operation of retail marijuana establishments and/or retail marijuana social clubs within the City has potentially serious implications for the health, safety and welfare of the City and its residents; and

WHEREAS, the City needs time to review the proposed Act and to review its own Code of Ordinances to determine the implications of future proposed retail marijuana establishments and/or social clubs to develop reasonable ordinances governing the location and operations of such establishments and social clubs to address the concerns cited above; and

WHEREAS, the City's current ordinances are insufficient to prevent serious public harm that could be caused by the unregulated development of retail marijuana establishments and social clubs and other uses authorized by the proposed changes in law voted on in the November 8, 2016 referendum election, thereby necessitating a moratorium; and

WHEREAS, the City Council, the Administration and the Planning Board, with the professional advice and assistance of the Police Department, shall study the City's current Code of Ordinances to determine the land use and other regulatory implications of retail marijuana establishments and social clubs and consider what locations, if any, and conditions of approval, if any, might be appropriate for such uses; and

WHEREAS, a moratorium is necessary to prevent an overburdening of public facilities that is reasonably foreseeable as the result of retail marijuana establishments and social clubs and other uses authorized by the proposed changes in law, voted on in the November 8, 2016 referendum election, being located in the City; and

WHEREAS, it is anticipated that such a study, review, and development of recommended ordinance changes will take at least one hundred and eighty (180) days from the date the City enacts this Moratorium Ordinance on Retail Marijuana Establishments and Retail Marijuana Social Clubs;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Biddeford, that the following Moratorium Ordinance on Retail Marijuana Establishments and Retail Marijuana Social Clubs be, and hereby is, enacted, and, in furtherance thereof, the City Council does hereby declare a moratorium on the location, operation or licensing of any retail marijuana social clubs and any retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, within the City. This Moratorium Ordinance shall take effect, once enacted by the City Council, in accordance with the provisions of the City Charter and Code of Ordinances, but shall be applicable as of December 6, 2016, as expressly provided below. The moratorium shall remain in effect for one hundred and eighty (180) days from the date of applicability of this Ordinance, unless extended, repealed, or modified by the City Council, for the express purpose of drafting an amendment or amendments to the City's current Code of Ordinances to protect the public from health and safety risks including, but not limited to, compatibility

of retail marijuana establishments and social clubs with existing and permitted uses in residential, commercial and industrial zoning districts; the correlation of retail marijuana establishments and social clubs with medical marijuana cultivation facilities and dispensaries, all as defined in the proposed “Marijuana Legalization Act;” the potential adverse health and safety effects of retail marijuana establishments and social clubs on the community if not properly regulated; the possibility of illicit sale and use of marijuana and marijuana products to minors and misuse of marijuana and marijuana products by those who would abuse the uses authorized under the new law; criminal activity associated with the cultivation, manufacturing, sale and use of marijuana and marijuana products for non-medicinal purposes and the potential increased burden on the public safety agencies serving the City in responding to the same; and the adequacy of the City’s infrastructure to accommodate the additional traffic and/or population that may result from the presence of retail marijuana establishments or social clubs in the City.

BE IT FURTHER ORDAINED, that this Ordinance shall apply to retail marijuana social clubs and retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, as those terms are defined by the proposed “Marijuana Legalization Act” to be codified, if passed, at 7 M.R.S.A. §§ 2442 (36), (38), (39), (40) (41), that may be proposed to be located within the City on or after the December 6, 2016 applicability date of this Ordinance; and

BE IT FURTHER ORDAINED, that notwithstanding the provisions of 1 M.R.S.A. § 302 or any other law to the contrary, this Ordinance, when enacted, shall govern any proposed retail marijuana establishments or social clubs for which an application for a building permit, Certificate of Occupancy, site plan or any other required approval has not been submitted to and granted final approval by the Code Enforcement Officer, Planning Board or other City official or board prior to December 6, 2016, the applicability date of this Ordinance; and

BE IT FURTHER ORDAINED, that no person or organization shall develop or operate a retail marijuana establishment or social club within the City on or after the December 6, 2016 applicability date of this Ordinance without complying with whatever ordinance amendment or amendments the City Council may enact as a result of this Moratorium Ordinance; and

BE IT FURTHER ORDAINED, that during the time this Moratorium Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the City shall accept, process, approve, deny, or in any other way act upon any application for a license, building permit or any other type of land use approval or permit and/or any other permits or licenses related to a retail marijuana establishment or retail marijuana social club; and

BE IT FURTHER ORDAINED, that those provisions of the City’s current Code of Ordinances that are inconsistent or conflicting with the provisions of this Ordinance, are hereby repealed to the extent that they are applicable for the duration of the moratorium hereby ordained, and as it may be extended as permitted by law, but not otherwise; and

BE IT FURTHER ORDAINED, that if retail marijuana establishments or retail marijuana social clubs are established in violation of this Ordinance, each day of any continuing violation shall constitute a separate violation of this Ordinance, and the City shall be entitled to all rights available to it in law and equity, including, but not limited to, fines and penalties, injunctive relief, and its reasonable attorney’s fees and costs in prosecuting any such violations; and

BE IT FURTHER ORDAINED, that should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

Motion by Councilor McCurry, seconded by Councilor Laverriere to grant the first reading of the order.
Vote: 6/3; Councilors Swanton, Quattrone and Mills opposed.
Councilors McCurry, St. Cyr, Laverriere, Ready, Seaver and Lessard in favor.
Motion carries.

Motion by Councilor Quattrone, seconded by Councilor Mills to reconsider Order 2016.120.
Vote: 6/3; Councilors Ready, Laverriere and McCurry opposed.
Councilors Swanton, St. Cyr, Quattrone, Mills, Seaver and Lessard in favor.
Motion carries.

Vote on moratorium, as amended: 5/4; Councilors Seaver, Mills, Quattrone and Swanton opposed.
Councilors McCurry, St. Cyr, Laverriere, Ready and Lessard in favor.
Motion carries.

Appointments:

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Gerald J. Bernier
30 Beacon Avenue
Ward 7**

to the *Airport Commission* with a term to expire December 2019.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Rick Laverriere
371 South Street
Ward 6**

to the *Airport Commission* with a term to expire December 2019.

Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.

Motion by Councilor McCurry, seconded by Councilor Lessard to also appointment Rick Laverriere the CHAIR of the Airport Commission.
Vote: Unanimous.

Vote on appointment: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Michael Ready
6 Kennedy Drive
Ward 7**

to the *Biddeford Housing Authority* with a term to expire December 2021.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Michael Tremblay
19 Mason Street, Apt. A
Ward 5**

to the *Cable T.V. Committee* with a term to expire December 2019.

Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Emma Bouthillette
36 George Street, Apt. 1
Ward 2**

to the *Downtown Development Commission* with a term to expire December 2019.

Motion by Councilor Seaver, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Victoria Foley
26 Mason Street
Ward 5**

to the *Downtown Development Commission* with a term to expire December 2019.

Motion by Councilor Laverriere, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Richard Potvin, II
150 Guinea Road
Ward 1**

to the *Economic Improvement Commission* with a term to expire December 2023.

Motion by Councilor Seaver, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Matthew Boutet
43 Old Pool Road
Ward 1**

to the *Planning Board* with a term to expire December 2019.

Motion by Councilor Laverriere, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**William Southwick
16 Congress Street
Ward 4**

to the *Planning Board* with a term to expire December 2019.

Motion by Councilor Quattrone, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Michael Swanton
110 Old Pool Road
Ward 1**

to the *Shellfish Conservation Committee* with a term to expire December 2019.

Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...DECEMBER 20, 2016

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Susan Driscoll
11 Ferry Lane
Ward 1**

to the *Zoning Board of Appeals* with a term to expire December 2019.
Motion by Councilor Ready, seconded by Councilor Lessard to confirm the appointment.

Motion by Councilor McCurry, seconded by Councilor Lessard to also appointment Susan Driscoll the CHAIR of the Zoning Board of Appeals.
Vote: Unanimous.

Vote on appointment: Unanimous.

City Manager Report:

City Manager, James Bennett reported the following:

- 1) January 10th, the City Council and School Committee will have a Joint Workshop to receive the Audit Report. The Workshop will be held at the Little Theater at Biddeford High School.
- 2) In the spirit of the season, City Staff adopted three different families and provided needed gifts for them for Christmas. Most of the contributions came from City Hall and Police Dept. Staff. He thanked the Human Resource Office for helping to coordinate the City Hall contributions; and he thanked the General Assistance Office for working with the three families and for the coordination of all outside contributions.
- 3) On behalf of his family, Mr. Bennett extended the warmest of holiday greetings to everyone in the community. He is appreciative to the leadership of the Mayor and Council; all City Staff; and all the Volunteers who help to make the City a better place.

Other Business:

Councilor Lessard: wished everyone in the City a Merry Christmas and Happy New Year. He thanked City Staff and associated agencies for all the work done in 2016; and also thanked the Mayor and Council for all their efforts towards what has been accomplished in the past year.

Councilor Ready: appreciates that the Fire Chief has provided the Council with some information regarding the transfers done by the Fire Dept. Councilor Ready feels that this is important information to have prior to getting into budget discussions.

Councilor Mills: is excited to be able to confirm numerous appointments to the various City committees each year about this time. He is appreciative of all the Volunteers who serve on these committees. Councilor Mills echoed the sentiments of Mr. Bennett and Councilor Lessard and expressed holiday greetings to all.

Councilor Seaver: reminded folks that the week following Christmas is one of the weeks during the year that overflow trash does not have to be in PAYT bags. Also, Public Works will be picking up Christmas trees at the beginning of January with regular trash pick up. Councilor Seaver announced that Christmas trees are still available for folks who may still need one; and the trees are free.

Councilor Laverriere: asked why Order 2016.115 had been removed from tonight's agenda. Mayor Casavant explained that that Finance Committee voted to table the purchase of an ambulance in hopes that City Staff will go back to the vendor and try to get a lower price. This item is expected to be back on both the January 3rd Finance Committee and City Council agendas. Councilor Laverriere wished everyone a Merry Christmas and Happy Holidays.

Council President Addressing the Council: Councilor McCurry agrees with Councilor Ready that the Fire Dept. transfer information needs to get to the Council prior to budget discussions. Councilor McCurry wished all a Merry Christmas and Happy Holidays.

Mayor Addressing the Council: Mayor Casavant extended a Merry Christmas to everyone.

Motion by Councilor McCurry, seconded by Councilor Lessard to adjourn.
Vote: Unanimous.

Time: 7:16 p.m.

Attest by: _____
Carmen J. Morris, City Clerk