

City of Biddeford
City Council - Special Meeting
December 12, 2017 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
 - 3.1. 2017.140) Authorization/Establishment of Summer Staffing Reserve Fund
[12-12-2017 Summer Staffing Reserve Fund-ORDER.doc](#)
- 4. Game of Chance Beano/Bingo - Applications**
 - 4.1. Fraternal Order of Eagles, #804
[12-12-2017 Game of Chance App-Eagles.pdf](#)
- 5. Public Hearing**
 - 5.1. Liquor License Application: Brown and Brown Hospitality, LLC, dba Elda
[12-12-2017 Elda Liquor License Application.pdf](#)
- 6. Liquor License Consideration**
 - 6.1. Brown and Brown Hospitality, LLC, dba Elda
[12-12-2017 Elda Liquor License Application.pdf](#)
- 7. Presentation**
 - 7.1. Parking Garage
[DESMAN - Parking Garage Study Presentation](#)
 - 7.2. Winter Parking Update
- 8. Consideration of Minutes**
 - 8.1. November 21, 2017 Council Meeting Minutes
[11-21-2017 Council Meeting Minutes.docx](#)
- 9. Orders of the Day**
 - 9.1. 2017.129) Nomination & Confirmation of Council President
[12-12-2017 Nomination of Council President.docx](#)
 - 9.2. 2017.130) Adoption of Roberts Rules of Order & Code of Ordinances, Appendix A - Rules of the Council
[12-12-2017 Adoption-Roberts Rules and Rules of Council.docx](#)
[12-12-2017 Rules of the Council.pdf](#)
 - 9.3. 2017.131) Confirmation/Mayor's Appointment to Finance Committee
[12-12-2017 Mayor Appt to Finance Committee.docx](#)
 - 9.4. 2017.132) Confirmation/Council President Appointment to Finance Committee
[12-12-2017 Council Pres Appt to Finance Committee.docx](#)
 - 9.5. 2017.133) Confirmation/Appointment of City Solicitor/Keith Jacques, Esq.
[12-12-2017 Confirmation of City Solicitor.docx](#)
 - 9.6. 2017.134) Confirmation/Councilor Appointments to Capital Projects Committee
[12-12-2017 Council Appts to Capital Projects Committee.docx](#)
 - 9.7. 2017.135) Confirmation/Councilor Appointments to Personnel Committee
[12-12-2017 Council Appts to Personnel Committee.docx](#)

- 9.8. 2017.136) Confirmation/Councilor Appointments to Policy Committee
[12-12-2017 Council Appts to Policy Committee.docx](#)
- 9.9. 2017.137) Confirmation/Councilor Appointments to Various City Committees
[12-12-2017 Council Appts to Various Committees.docx](#)
- 9.10 2017.138) Approval/Purchase of Wearable Video System (Body Cam) for Biddeford Police Department/WatchGuard, Inc.
[12-12-2017 Body Cameras Purchase-PD-ORDER.docx](#)
[12-12-2017 Body Cameras Purchase-backup docs.pdf](#)
- 9.11 2017.139) Acceptance/EPA Thatcher Brook Watershed Management Grant Funds
[12-12-2017 Grant Funds-EPA Thatcher Brook Watershed.doc](#)
[12-12-2017 Grant Funds-EPA Thatcher Brook Watershed-MEMO.docx](#)
[12-12-2017 Grant Funds-EPA Thatcher Brook Watershed-backup docs.pdf](#)
- 9.12 2017.140) Authorization/Establishment of Summer Staffing Reserve Fund
[12-12-2017 Summer Staffing Reserve Fund-ORDER.doc](#)
[12-12-2017 Summer Salary Reserve Fund-MEMO.docx](#)

10. Appointments

- 10.1 Frederick Oliver...Airport Commission
[12-12-2017 Appt-Oliver-Airport Commission.docx](#)
[12-12-2017 Appt-Oliver-Committee App.pdf](#)
- 10.2 Dean Tourigny...Airport Commission
[12-12-2017 Appt-Tourigny-Airport Commission.docx](#)
[12-12-2017 Appt-Tourigny-Comm App.pdf](#)
- 10.3 Anne Daly...Biddeford Housing Authority
[12-12-2017 Appt-Daly-Bidd Housing Authority.docx](#)
[12-12-2017 Appt-Daly-Committee App.pdf](#)
- 10.4 Lucien Belanger...Cable T.V. Committee
[12-12-2017 Appt-Belanger-Cable TV Committee.docx](#)
[12-12-2017 Appt-Belanger-Committee App.pdf](#)
- 10.5 Daniel P. Boucher...Capital Projects Committee
[12-12-2017 Appt-Boucher-Capital Projects Comm.docx](#)
[12-12-2017 Appt-Boucher-Committee App.pdf](#)
- 10.6 Robert Provencher...Capital Projects Committee
[12-12-2017 Appt-Provencher-Cap Projects Comm.docx](#)
- 10.7 Kenneth Buechs...Conservation Commission
[12-12-2017 Appt-Buechs-Conservation Comm.docx](#)
[12-12-2017 Appt-Buechs-Committee App.pdf](#)
- 10.8 Joyce Locke...Economic Improvement Commission
[12-12-2017 Appt-Locke-EIC.docx](#)
[12-12-2017 Appt-Locke-Committee App.pdf](#)
- 10.9 Larry Patoine...Planning Board & Appointment as Chair
[12-12-2017 Appt-Patoine-Planning Board and Chair.docx](#)
[12-12-2017 Appt-Patoine-Committee App.pdf](#)
- 10.1 Clement Fleurent...Planning Board Re-designation to Full Voting Member
[12-12-2017 Appt-Fleurent Redesignation-Planning Board.docx](#)

- 10.1 Renee O'Neil...Policy Committee
[12-12-2017 Appt-ONeil-Policy Committee.docx](#)
[12-12-2017 Appt-ONeil-Committee App.pdf](#)
- 10.1 Charlotte Jacques...Project Canopy Committee
[12-12-2017 Appt-Jacques-Project Canopy Comm.docx](#)
[12-12-2017 Appt-Jacques-Committee App.pdf](#)
- 10.1 Ron Ouellette...Recreation Commission
[12-12-2017 Appt-Ouellette-Recreation Commission.docx](#)
[12-12-2017 Appt-Ouellette-Comm Application.pdf](#)
- 10.1 David Morissette...Shellfish Conservation Committee
[12-12-2017 Appt-Morissette-Shellfish Comm.docx](#)
[12-12-2017 Appt-Morissette-Committee App.pdf](#)
- 10.1 Roland Pelletier...Shellfish Conservation Committee
[12-12-2017 Appt-Pelletier-Shellfish Committee.docx](#)
[12-12-2017 Appt-Pelletier-Committee App.pdf](#)
- 10.1 James Emerson...Solid Waste Management Commission
[12-12-2017 Appt-Emerson-SWMC.docx](#)
[12-12-2017 Appt-Emerson-Committee App.pdf](#)
- 10.1 Brian Fleurant...Wastewater Management Commission
[12-12-2017 Appt-Fleurant-WWMC.docx](#)
[12-12-2017 Appt-Fleurant-Comm Application.pdf](#)

11. City Manager Report

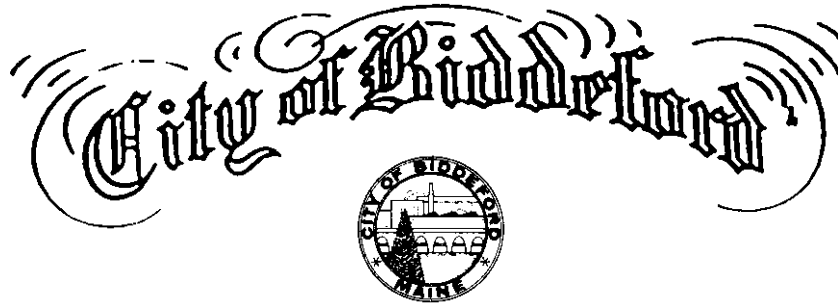
12. Public Addressing the Council..(3 minute limit per speaker; 30 minute total time limit)

13. Other Business

14. Council President Addressing the Council

15. Mayor Addressing the Council

16. Adjourn



2017.140

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the establishment of a Summer Staffing Reserve Fund funding it with \$50,000 from unassigned fund balance.



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE STATE POLICE
SPECIAL INVESTIGATIONS UNIT

164 STATE HOUSE STATION, AUGUSTA, MAINE 04333-0164
(207) 624-7210

Application for a License to Operate Beano/Bingo or a Game of Chance

The Special Investigations Unit must receive this application at least eight days before Beano or a Game of Chance may begin

1. For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☐

IF YOU CHECKED GAMES OF CHANCE:

2. Organization Name: Eagles 804 Name of Game: Sealed Fives - 4, Dice - 1
Organization Number: 1322 Number of Games: Queen of Hearts - 1
Federal Tax ID # (EIN): 01-0063057 Open to Public? Yes ☐ No ☒ Pot of Gold - 1

Business Address: 57 Birch St Biddeford ME 04005

Mailing Address: Same

Phone: 286-1333

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Michael Huff Treasurer	Marion Ave	Biddeford 04005	286-3437	5/18
Bob Blanton Secretary	Payson St	Biddeford 04005	604-0206	5/20
JR Scott trustee	Proxime Way	Biddeford 04005	590-7721	5/18
Vicky Marrell trustee	Lyfexette St	Biddeford 04005	604-9863	5/18

4. Location where Beano/Bingo or Game of Chance is to be conducted:

Same

BUILDING

ADDRESS

CITY/ZIP

5. Person responsible for operation of Beano or Games of Chance:

Michael Huff 286-3437/cell 286-1333 office
NAME DAYTIME PHONE & EVENING PHONE

Name & Address where Licenses will be sent: Same

E-Mail Address: _____

6. Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun

What are the hours of operation? 9am to 1am

7. For Tournaments and Beano Only:

What time do the doors open? _____ What time does the game start? _____

8. Dates to be licensed - Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.

January 18 to December 2018

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



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- For what license are you applying (please check one): **BEANO** ☐ **OR** **GAME OF CHANCE** ☐
IF YOU CHECKED GAMES OF CHANCE:
- Organization Name: Eagles 804 Name of Game: Cards-1 Poker-1
Organization Number: B22 Number of Games: Texas Holdem-1
Federal Tax ID # (EIN): 01-0063057 Open to Public? Yes ☐ No ☒ Bingo-1
Business Address: 57 Birch St Biddeford ME 04005
Mailing Address: Same Phone: 286-1333
- Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Michael Huff Treasurer	Marion Ave	Biddeford 04005	2293437	5/18
Bob Lantier Secretary	Raymond St	Biddeford 04005	6040206	5/18
OR Scott trustee	Roxanne way	Biddeford 04005	5909721	5/18
Vicky Morrell trustee	Lafayette St	Biddeford 04005	6049863	5/18
- Location where Beano/Bingo or Game of Chance is to be conducted:
Same

BUILDING	ADDRESS	CITY/ZIP
- Person responsible for operation of Beano or Games of Chance:
Michael Huff 2293437 cell / 286-1333 office
NAME DAYTIME PHONE & EVENING PHONE
Name & Address where Licenses will be sent: Same
E-Mail Address: _____
- Circle the days of the week you expect to operate: Mon Tue Wed Thu Fri Sat Sun
What are the hours of operation? 9am to 1pm
- For Tournaments and Beano Only:
What time do the doors open? _____ What time does the game start? _____
- Dates to be licensed – Please specify weeks (Monday through Sunday) or full months. You may apply in advance for up to 6 months of licenses for Beano and 12 months for Games of Chance. See back of this form for rates.
January 18 to December 18

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____

\$10.00 application fee is applicable to all NEW businesses
\$60.00 advertising fee for new liquor license applications is an up-front charge

pd \$210.00
9/7/2017

City of Biddeford
BUSINESS LICENSE APPLICATION

BUSINESS NAME: Brown and Brown Hospitality LLC, dba Elda
Business Address: 140 Main St., Biddeford ME Map Lot
Mailing Address: 140 Main St., Biddeford ME 04005
Business Telephone Number: 207-494-8345
Email Address: bowmandb38@gmail.com
OWNER/OPERATOR: Bowman Brown
Home Physical Address: 2 Merry Hill Rd., Nottingham NH 03290
Home Mailing Address: Same as above
Home Telephone Number: 928-242-4921
Applicant(s) Date of Birth: 11/12/1982

 9/07/2017
Applicant's Signature **Date**
Any information provided in this application, which is found to be false, will result in the denial or revocation of this license – per 1 M.R.S.A. 17-A §453.

TYPES OF ENTERTAINMENT:

\$150.00 (single/multiple events)

- | | |
|--|---|
| ☐ Concert | ☐ Playhouse/Play |
| ☐ Exhibitions (live performances) | |
| ☐ Circus/Carnival | |

- | | |
|--|--|
| ☐ Indoor Skating Rink | \$150.00 (annual) |
| ☐ Bowling Lanes | ☐ Public Firing Range |
| ☐ Theater/Movie House | ☐ Bottle Club |
| (plus \$25.00 per screen) | |
| ☐ Billiard Room(s) | |

AUTOMOBILE REPAIR AND/OR GRAVEYARD:

- | | |
|---|-----------------|
| ☐ Automobile Repair Garage for maintenance | \$75.00 |
| ☐ Automobile Graveyard | \$200.00 |

PLACES/DEALERS IN PRODUCTS:

\$200.00

- | | |
|--|---|
| ☐ Secondhand Dealers | ☐ Flea Market (for 20 tables; \$5 per add'l table) |
| ☐ Dealers in gold jewelry, etc. | ☐ Junk Dealer/Recycling |
| ☐ Antique Dealer | |

\$10.00 application fee is applicable to all NEW businesses

\$60.00 advertising fee for new liquor license applications is an up-front charge

PAWNBROKER: \$200.00

VENDOR ON A PUBLIC PLACE: \$50.00

ICE CREAM TRUCK VENDOR \$75.00

(need to show proof of at least \$500,000 liability insurance)

VENDING ON WATERWAYS \$100.00

OPERATING LICENSE:

- ☐ Victualer (no alcohol)-State Cert. Required \$75.00
- ☐ Victualer serving beer and/or wine-State Cert. Required \$100.00
- ☒ Victualer serving beer, wine and/or liquor \$150.00
State Cert. Required
- ☐ Taxicab, motorbus, public automobile \$50.00
(plus \$20.00 per vehicle)
- ☐ Massage Establishment/Therapist \$100.00
- ☐ Combined Massage Establishment/Massage Therapist \$150.00
- ☐ Adult Business \$2,000.00
- ☐ Sludge Disposal \$50.00

MISCELLANEOUS:

- ☐ Advertising (for liquor licenses) \$60.00
- ☐ Newspaper Vending Machines (per machine) \$10.00
- ☐ Video Game Devices (up to a max of \$50.00) \$10.00 (each machine)

New Business License Application Disclosure: By submitting, signing and paying the applicable \$10.00 application fee (and \$60.00 advertising, when applicable), the issuance of business license in the City of Biddeford is not guaranteed. You will be required to pay the full business license fee(s) once departmental reviews have been completed and an Occupancy Permit has been issued by the Code Enforcement Office.

CITY COUNCIL APPROVAL DATE (if applicable): _____

CODE ENFORCEMENT APPROVAL:
(Occupancy Permit Issued)

Scott Smith with Life Safety Insp.

CITY CLERK ISSUED: _____ **DATE:** _____

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| ☒ RESTAURANT (Class I,II,III,IV) | ☐ RESTAURANT/LOUNGE (Class XI) | ☐ CLASS A LOUNGE (Class X) |
| ☐ HOTEL (Class I,II,III,IV) | ☐ HOTEL, FOOD OPTIONAL (Class I-A) | ☐ BED & BREAKFAST (Class V) |
| ☐ CLUB w/o Catering (Class V) | ☐ CLUB with CATERING (Class I) | ☐ GOLF COURSE (Class I,II,III,IV) |
| ☐ TAVERN (Class IV) | ☐ QUALIFIED CATERING | ☐ OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Brown and Brown Hospitality LLC</u>			Business Name (D/B/A) <u>Elda</u>		
APPLICANT(S) –(Sole Proprietor) <u>Bowman Brown</u>			DOB: <u>11/12/82</u>		
Address <u>2 Merry Hill Rd</u>			Physical Location: <u>140 Main St.</u>		
City/Town <u>Nottingham</u>	State <u>NH</u>	Zip Code <u>03290</u>	City/Town <u>Biddeford</u>	State <u>Maine</u>	Zip Code <u>04005</u>
Telephone Number <u>928-242-4921</u>	Fax Number		City/Town <u>Biddeford</u>	State <u>Maine</u>	Zip Code <u>04005</u>
Federal I.D. # <u>82-2253926</u>			Business Telephone Number <u>207-494-8345</u>		
Email Address: Please Print <u>bowmandb38@gmail.com</u>			Seller Certificate #: or Sales Tax #: <u>Pending (Filed 9/6/2017)</u>		
			Website:		

If business is NEW or under new ownership, indicate starting date: 10/08/2017

Requested inspection date: _____ Business hours: _____

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A

2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

 License # Name of Business (Use an additional sheet(s) if necessary.)

Physical Location City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: N/A
7. Business records are located at: 140 Main St., Biddeford, ME 04005
8. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☐ NO ☒
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Bowman David Brown	11/12/1982	Mesa, Arizona
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Nottingham, NH ; Highland, UT ; Salt Lake City, UT		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: _____

13. Has/have applicant(s) formerly held a Maine liquor license? YES ☐ NO ☒

14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: _____

15. Describe in detail the premises to be licensed: (On Premise Diagram Required) See attached diagram

16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☐ NO ☒ Applied for: 10/3/17

17. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .2 miles

Which of the above is nearest? church

18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐

If YES, give details: Our primary investor is a member of the LLC, David Brown, Bowman Brown's father.

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Biddeford, Maine on 9/07, 20 17
Town/City, State Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Bowman Brown
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)\$ 10.00

Class I Spirituous, Vinous and Malt\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00
CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge\$2,200.00
CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the

*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*

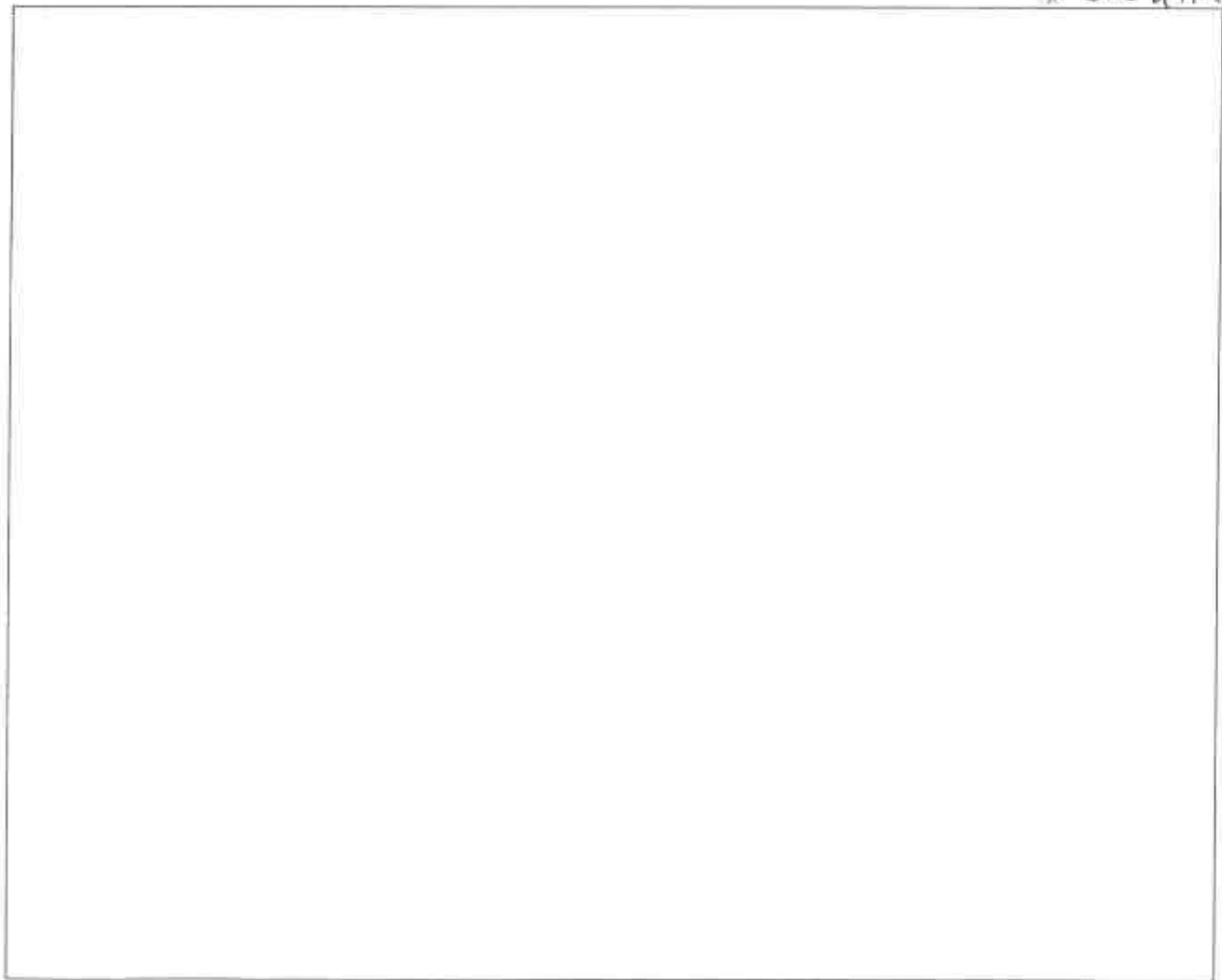
DIVISION USE ONLY	
☐	Approved
☐	Not Approved
BY:	

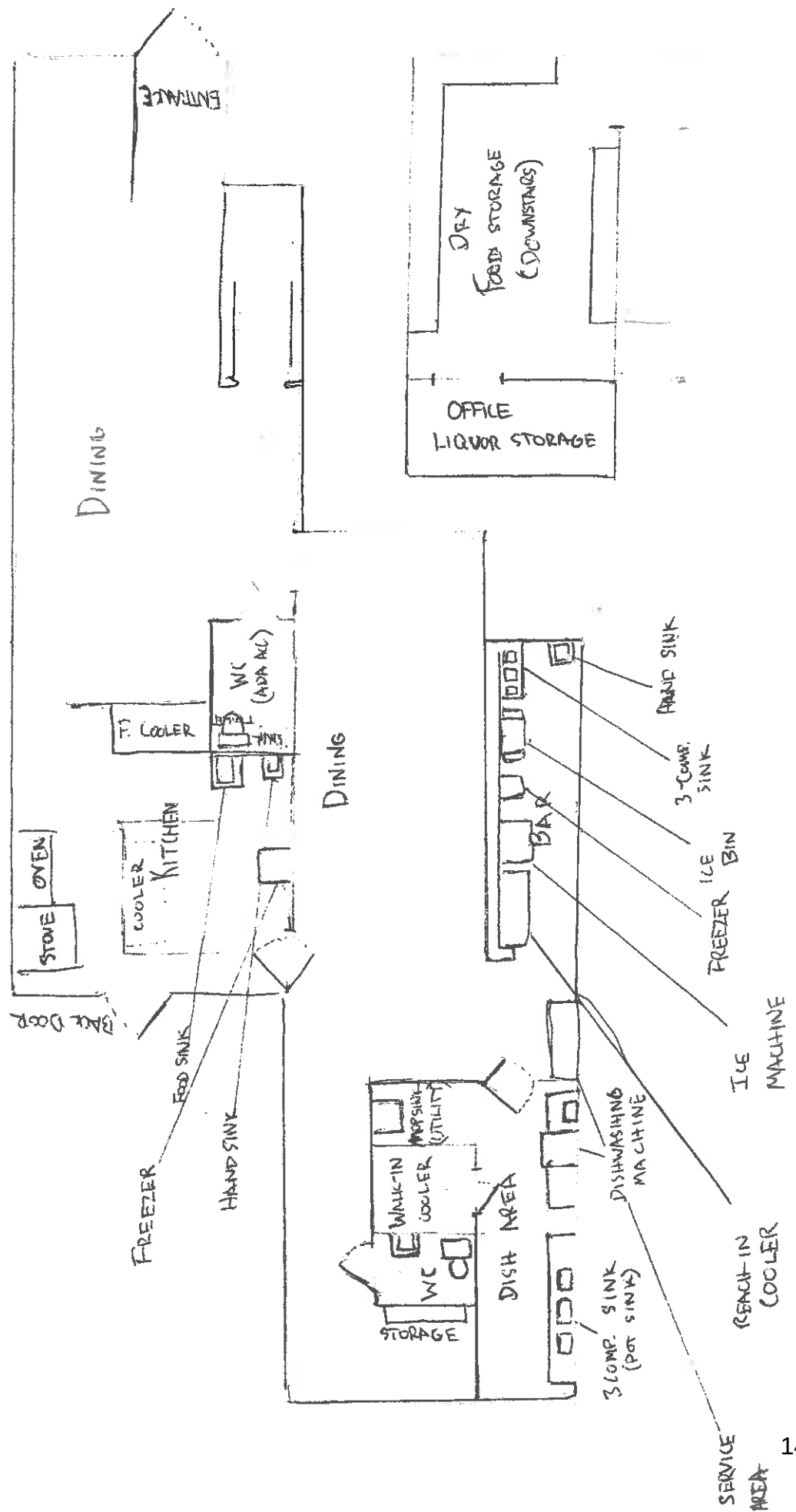
ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.

* see attached







Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: Brown and Brown Hospitality LLC
2. Doing Business As, if any: Eldra
3. Date of filing with Secretary of State: 7/25/17 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Bowman Brown	2 Merry Hill Rd Nottingham, NH 03290	11/12/82	Owner/ Operator	50%
	5538 Town Center Pkwy Highland, UT 84003			
	803 3rd Ave Salt Lake City, UT			
	239 L St Salt Lake City, UT			

(Stock ownership in non-publicly traded companies must add up to 100%.)

* see attached for
additional info

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

Name	Address	DOB	title	Ownership %
David Brown	1810 W 4th N St Johns AZ 85936	4/2/54	Owner	50%

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



9/07/2017

Signature of Duly Authorized Person

Date

Bowman Brown
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

\$10.00 application fee is applicable to all NEW businesses
\$60.00 advertising fee for new liquor license applications is an up-front charge

pd \$210.00
9/7/2017

City of Biddeford
BUSINESS LICENSE APPLICATION

BUSINESS NAME: Brown and Brown Hospitality LLC, dba Elda
Business Address: 140 Main St., Biddeford ME Map Lot
Mailing Address: 140 Main St., Biddeford ME 04005
Business Telephone Number: 207-494-8345
Email Address: bowmandb38@gmail.com
OWNER/OPERATOR: Bowman Brown
Home Physical Address: 2 Merry Hill Rd., Nottingham NH 03290
Home Mailing Address: Same as above
Home Telephone Number: 928-242-4921
Applicant(s) Date of Birth: 11/12/1982


Applicant's Signature

9/07/2017
Date

Any information provided in this application, which is found to be false, will result in the denial or revocation of this license – per 1 M.R.S.A. 17-A §453.

TYPES OF ENTERTAINMENT:

\$150.00 (single/multiple events)

- | | |
|--|---|
| ☐ Concert | ☐ Playhouse/Play |
| ☐ Exhibitions (live performances) | |
| ☐ Circus/Carnival | |

- | | |
|--|--|
| ☐ Indoor Skating Rink | \$150.00 (annual) |
| ☐ Bowling Lanes | ☐ Public Firing Range |
| ☐ Theater/Movie House | ☐ Bottle Club |
| (plus \$25.00 per screen) | |
| ☐ Billiard Room(s) | |

AUTOMOBILE REPAIR AND/OR GRAVEYARD:

- | | |
|---|-----------------|
| ☐ Automobile Repair Garage for maintenance | \$75.00 |
| ☐ Automobile Graveyard | \$200.00 |

PLACES/DEALERS IN PRODUCTS:

\$200.00

- | | |
|--|---|
| ☐ Secondhand Dealers | ☐ Flea Market (for 20 tables; \$5 per add'l table) |
| ☐ Dealers in gold jewelry, etc. | ☐ Junk Dealer/Recycling |
| ☐ Antique Dealer | |

\$10.00 application fee is applicable to all NEW businesses

\$60.00 advertising fee for new liquor license applications is an up-front charge

PAWNBROKER: **\$200.00**

VENDOR ON A PUBLIC PLACE: **\$50.00**

ICE CREAM TRUCK VENDOR **\$75.00**

(need to show proof of at least \$500,000 liability insurance)

VENDING ON WATERWAYS **\$100.00**

OPERATING LICENSE:

- ☐ Victualer (no alcohol)-State Cert. Required **\$75.00**
- ☐ Victualer serving beer and/or wine-State Cert. Required **\$100.00**
- ☒ Victualer serving beer, wine and/or liquor **\$150.00**
State Cert. Required
- ☐ Taxicab, motorbus, public automobile **\$50.00**
(plus \$20.00 per vehicle)
- ☐ Massage Establishment/Therapist **\$100.00**
- ☐ Combined Massage Establishment/Massage Therapist **\$150.00**
- ☐ Adult Business **\$2,000.00**
- ☐ Sludge Disposal **\$50.00**

MISCELLANEOUS:

- ☐ Advertising (for liquor licenses) **\$60.00**
- ☐ Newspaper Vending Machines (per machine) **\$10.00**
- ☐ Video Game Devices (up to a max of \$50.00) **\$10.00 (each machine)**

New Business License Application Disclosure: By submitting, signing and paying the applicable \$10.00 application fee (and \$60.00 advertising, when applicable), the issuance of business license in the City of Biddeford is not guaranteed. You will be required to pay the full business license fee(s) once departmental reviews have been completed and an Occupancy Permit has been issued by the Code Enforcement Office.

CITY COUNCIL APPROVAL DATE (if applicable): _____

CODE ENFORCEMENT APPROVAL:
(Occupancy Permit Issued)

Scott Smith with Life Safety Insp.

CITY CLERK ISSUED: _____ **DATE:** _____

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| ☒ RESTAURANT (Class I,II,III,IV) | ☐ RESTAURANT/LOUNGE (Class XI) | ☐ CLASS A LOUNGE (Class X) |
| ☐ HOTEL (Class I,II,III,IV) | ☐ HOTEL, FOOD OPTIONAL (Class I-A) | ☐ BED & BREAKFAST (Class V) |
| ☐ CLUB w/o Catering (Class V) | ☐ CLUB with CATERING (Class I) | ☐ GOLF COURSE (Class I,II,III,IV) |
| ☐ TAVERN (Class IV) | ☐ QUALIFIED CATERING | ☐ OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Brown and Brown Hospitality LLC</u>			Business Name (D/B/A) <u>Elda</u>		
APPLICANT(S) –(Sole Proprietor) <u>Bowman Brown</u>			DOB: <u>11/12/82</u>		
Address <u>2 Merry Hill Rd</u>			Physical Location: <u>140 Main St.</u>		
City/Town <u>Nottingham</u>	State <u>NH</u>	Zip Code <u>03290</u>	City/Town <u>Biddeford</u>	State <u>Maine</u>	Zip Code <u>04005</u>
Telephone Number <u>928-242-4921</u>			Fax Number <u>207-494-8345</u>		
Federal I.D. # <u>82-2253926</u>			Seller Certificate #: or Sales Tax #: <u>Pending (Filed 9/6/2017)</u>		
Email Address: Please Print <u>bowmandb38@gmail.com</u>			Website:		

If business is NEW or under new ownership, indicate starting date: 10/08/2017

Requested inspection date: _____ Business hours: _____

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A

2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

 License # Name of Business (Use an additional sheet(s) if necessary.)

Physical Location City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: N/A
7. Business records are located at: 140 Main St., Biddeford, ME 04005
8. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☐ NO ☒
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Bowman David Brown	11/12/1982	Mesa, Arizona
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Nottingham, NH ; Highland, UT ; Salt Lake City, UT		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes ☐ No ☒ If Yes, give name: _____

13. Has/have applicant(s) formerly held a Maine liquor license? YES ☐ NO ☒

14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: _____

15. Describe in detail the premises to be licensed: (On Premise Diagram Required) See attached diagram

16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES ☐ NO ☒ Applied for: 10/1/17

17. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .2 miles

Which of the above is nearest? church

18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐

If YES, give details: Our primary investor is a member of the LLC, David Brown, Bowman Brown's father.

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Biddeford, Maine on 9/07, 20 17
Town/City, State Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Bowman Brown
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)\$ 10.00

Class I Spirituous, Vinous and Malt\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.

Class II Spirituous Only\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

Class III Vinous Only\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

Class IV Malt Liquor Only\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)\$ 495.00
CLASS V: Clubs without catering privileges.

Class X Spirituous, Vinous and Malt – Class A Lounge\$2,200.00
CLASS X: Class A Lounge

Class XI Spirituous, Vinous and Malt – Restaurant Lounge\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the

*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*

DIVISION USE ONLY	
☐	Approved
☐	Not Approved
BY:	

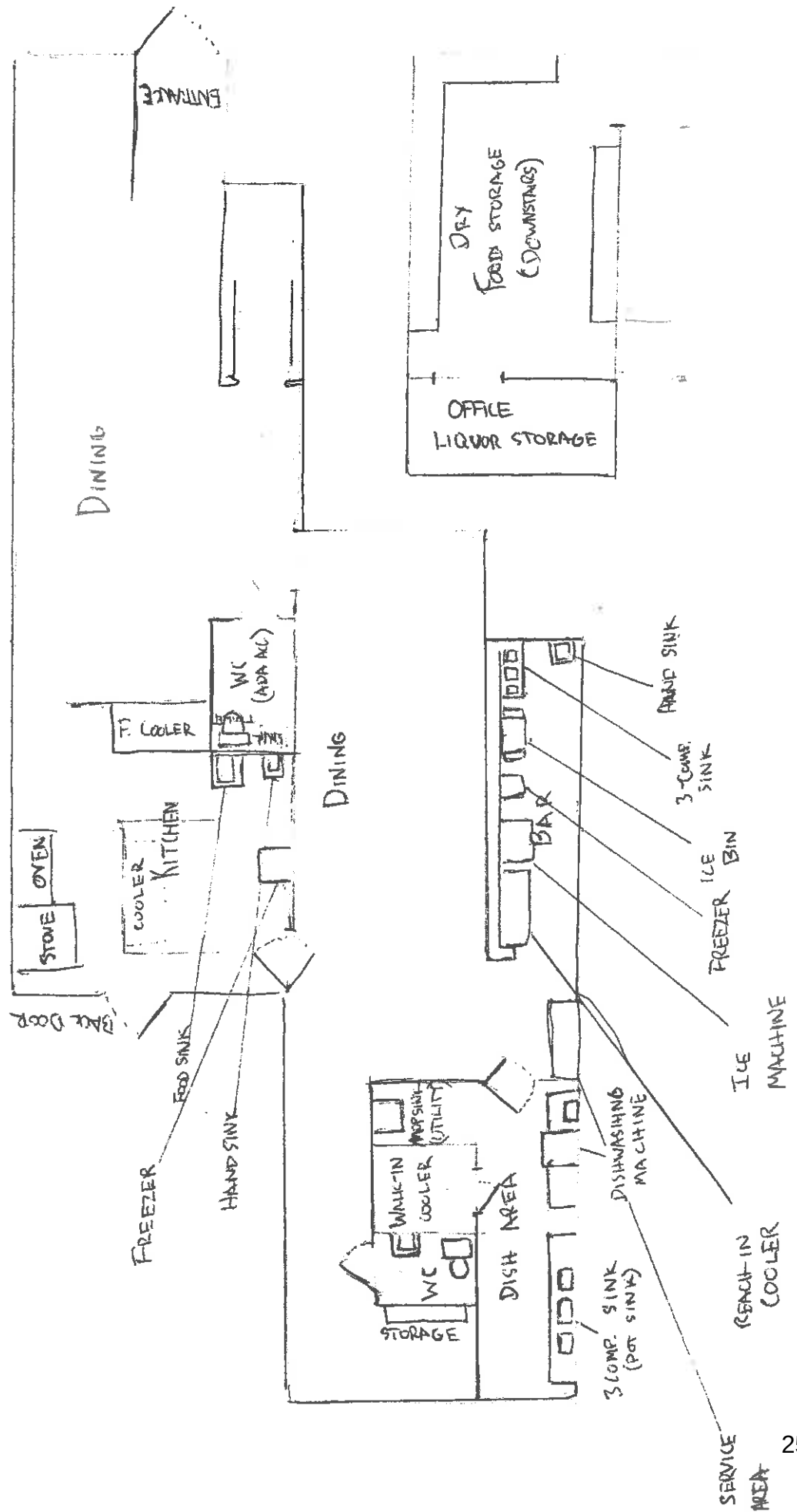
ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.

* see attached







Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Brown and Brown Hospitality LLC
- Doing Business As, if any: Eldra
- Date of filing with Secretary of State: 7/25/17 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

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	5538 Town Center Pkwy Highland, UT 84003			
	803 3rd Ave Salt Lake City, UT			
	239 L St Salt Lake City, UT			

(Stock ownership in non-publicly traded companies must add up to 100%.)

* see attached for
additional info

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

Name	Address	DOB	title	Ownership %
David Brown	1810 W 4th N St Johns AZ 85936	4/2/54	Owner	50%

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



9/07/2017

Signature of Duly Authorized Person

Date

Bowman Brown
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, Me 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434

Email Inquiries: MaineLiquor@Maine.gov

DESMAN | DESIGN MANAGEMENT

BIDDEFORD GARAGE SITE STUDY PRESENTATION

C RESTORATION ENGINEERS GREEN PARKING CONSULTANTS DESMAN DESI

PROJECT UNDERSTANDING

The City of Biddeford and DESMAN have selected three proposed sites to study for conceptual parking garage configurations to accommodate 400 spaces with the possibility of future garage expansion and/or adjacent development opportunities.

SITE 1: WASHINGTON & FEDERAL STREET LOT

SITE 2: FORMER MAINE ENERGY RECOVERY SITE

SITE 3: PEPPERELL PLAZA



BIDDEFORD SITE STUDY – SITE 1

WASHINGTON & FEDERAL STREET SITE ALTERNATES

A, B, & C

- A & B over 400 SF/Car Efficiency Factor
- Constructability
 - Limited Site Construction Area
 - Adjacent to existing structures
 - May require 2 hour rated exterior walls at adjacent buildings and property lines.
 - May require sprinklers and mechanical ventilation
 - Additional requirements for foundations at adjacent sites
 - Buried foundation may exist on site
 - Taller than adjacent buildings
- City owns majority of property.
- No Expansion Options
- 7 Levels High
- Require Re-Align Streets On-Site
- Both exterior sides will be sloped
- Develop Desirable Access Points
- Construction would Displace Existing Parking
- Approximately 76 Existing spaces in lot



BIDDEFORD SITE STUDY – SITE 2

MAINE ENERGY RECOVERY SITE

ALTERNATES

A, B & C

- 330 TO 314 SF Efficiency Factor
- Access From Pearl Street or Lincoln Street
- Expansion Capability while Garage Continues Operating from 400+ to +/- 600 spaces
- 2A & 2C Exterior Bays Flat
- 4 Parking Tiers
- Adequate Site For Additional Development
- Large Construction Support Area
- Land owned by City
- Does not Adversely Affect Residential Uses
- Can Close Pearl Street If Required
- Site Reportedly Environmentally Remediated
- May Require a Second Elevator When Expanded - \$185,000
- **2A & 2C** 2-Bay Design Is Expandable to 3rd Bay in the Future
- **2B** 3-Bay Base is Expandable in Length
- Approximately 80 existing spaces in lot per City with obligation to provide comparable parking during construction



BIDDEFORD SITE STUDY – SITE 3

PEPPERELL PLAZA SITE

ALTERNATES

A & B

- 500+ Spaces ± 309 to 304 SF/Car Efficiency
- Construction Would Displace Existing Parking
- North and South Site Access Options from York and Main and Saco Falls Way
- Centrally Located in Mill District
- 4 or 5 Tiers
- Foundation complication due to canals on site
- One Bay Slopes on Exterior Fascia Both Options
- Construction Area Available On-site
- Can Expand to the North
- Will Require 2nd Elevator if Expanded
- Not City Owned Property
- Approximately 78 Existing spaces in lot



SITE COMPARISON MATRIX

		SITE	Washington Federal		Main Energy Recovery		Pepperell Plaza	
		Alternate Option	1		2		3	
#	CRITERIA	Weighted Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value
1	Net New Spaces On Site	5	3	15	5	25	4	20
2	Visual Impact on Neighborhood & Adjacent Buildings	4	2	8	4	16	3	12
3	Architectural Compatibility with Neighborhood	4	1	4	4	16	4	16
4	Safety-Site Distances at Intersections & Driveways	2	3	6	4	8	4	8
5	Queuing Adequacy at Entry and Departure Points	2	3	6	3	6	4	8
6	Traffic Impact on Intersections and Local Roadways	2	3	6	4	8	3	6
7	Improvements Required to Mitigate Traffic Impacts	2	2	4	4	8	4	8
8	Site Logistics/Constructability	4	1	4	5	20	2	8
9	Supports Future Development	4	2	8	5	20	4	16
10	Proximity to Downtown	4	5	20	2	8	4	16
11	Required Real Estate Acquisition (1 being real estate aquisition required)	3	4	12	5	15	1	3
12	Geotechnical Considerations	4	4	16	2	8	1	4
13	Potential for Project Delay	2	3	6	3	6	1	2
14	Site Utilities	3	2	6	4	12	3	9
		Total Points	121		176		136	
		RANK	3		1		2	

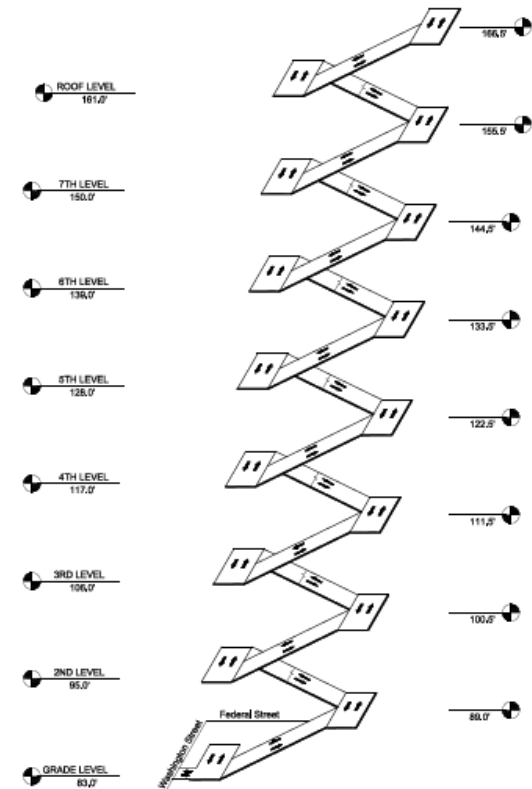
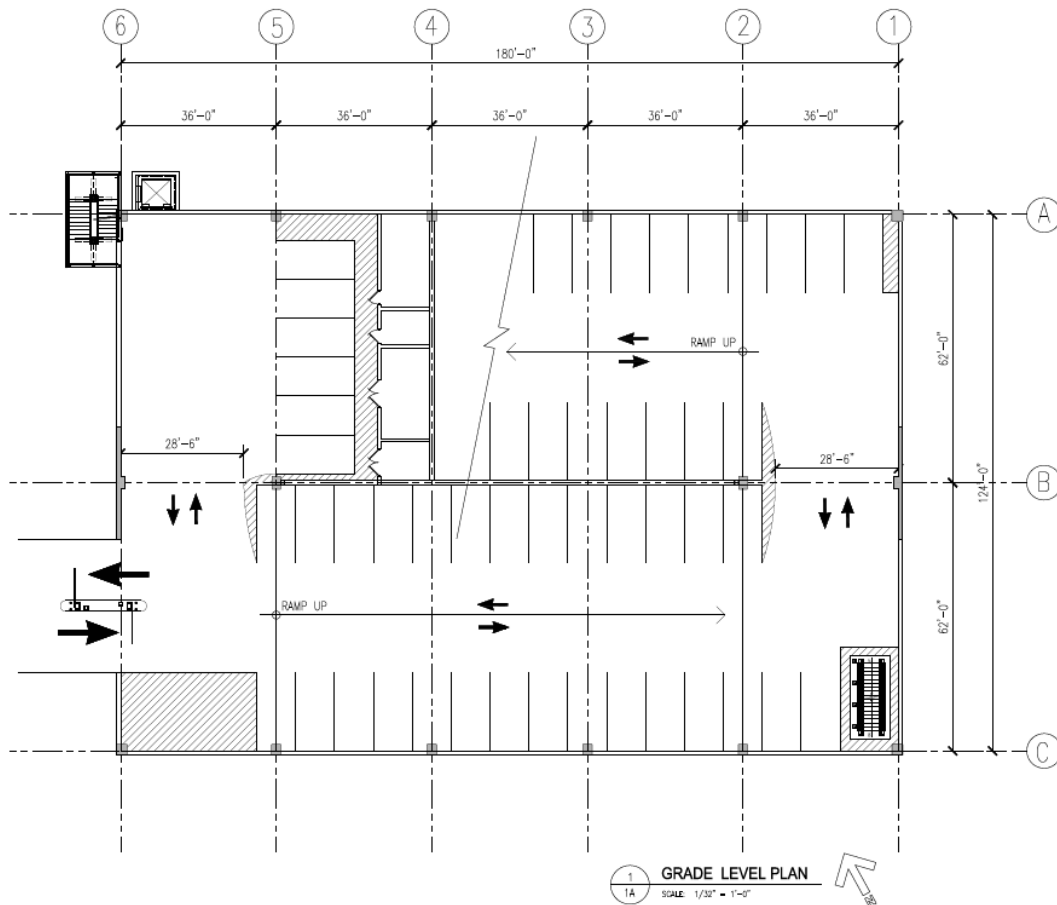
SITE 1 – WASHINGTON & FEDERAL STREET



Site 1A – Washington & Federal Street



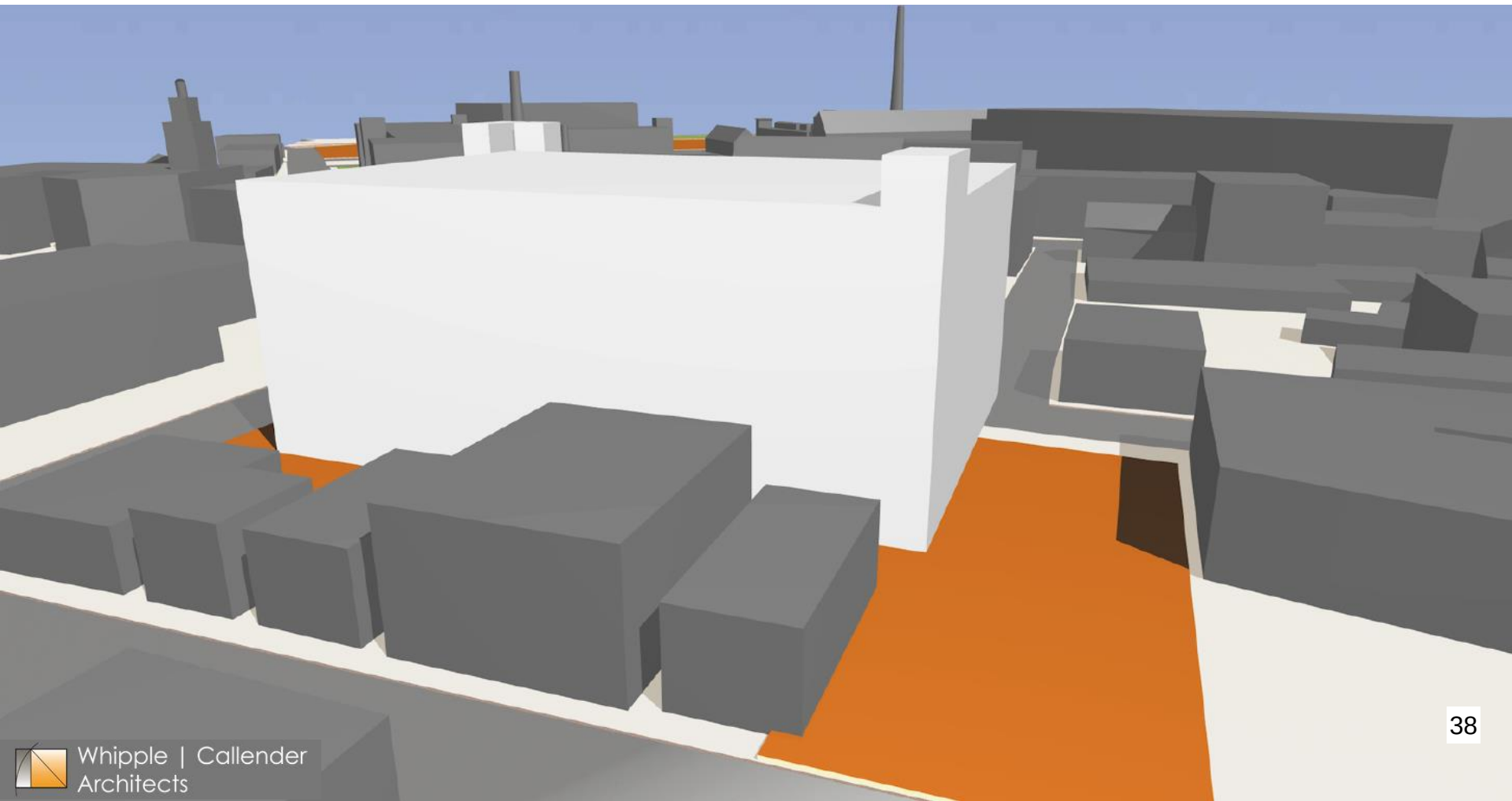
Site 1A – Washington & Federal Street



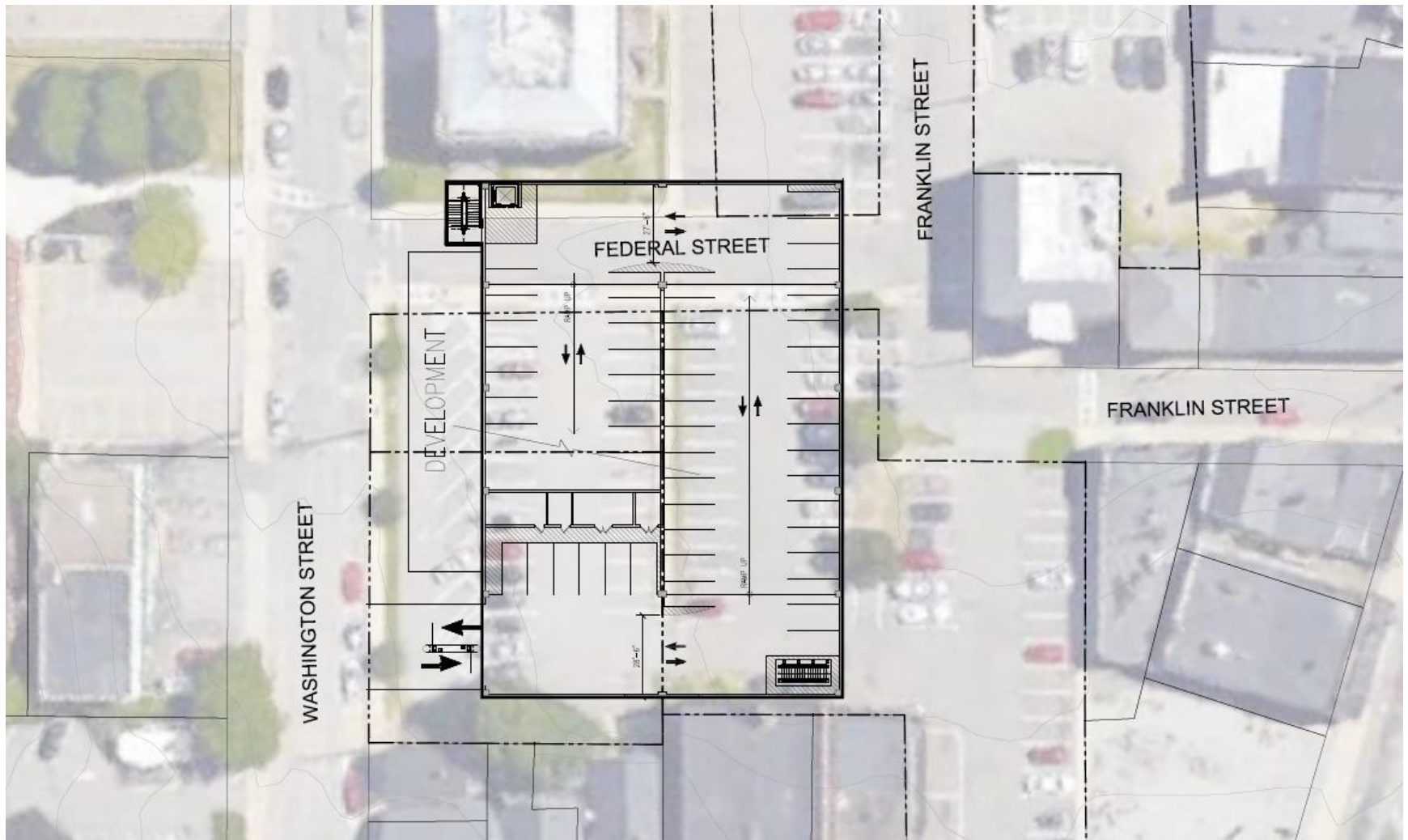
Option 1A Parking Summary			
	Standard Stall		
Floor Level	9'-0"x18'-0"	Area SF	Efficiency
Grade Level	50	23324	467
Typical (x6)	62	23324	376
Roof	46	23324	507
Total	468	186592	399

Approximately 76 existing spaces
Net new spaces=392 spaces

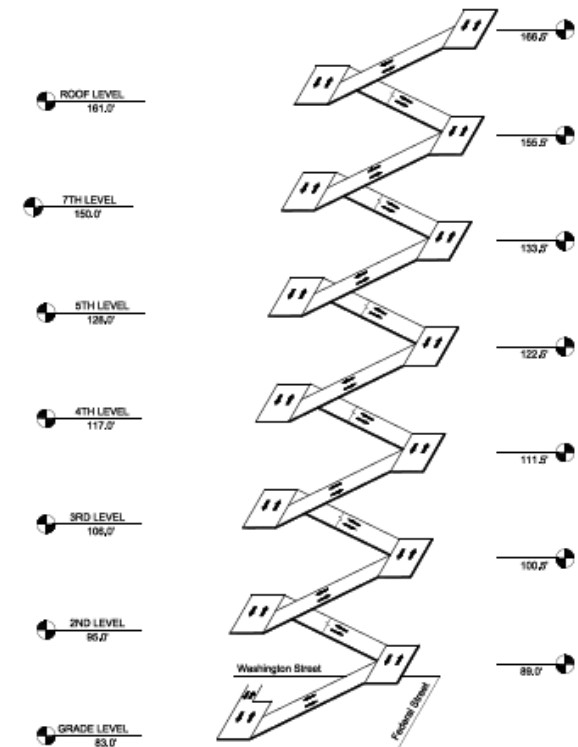
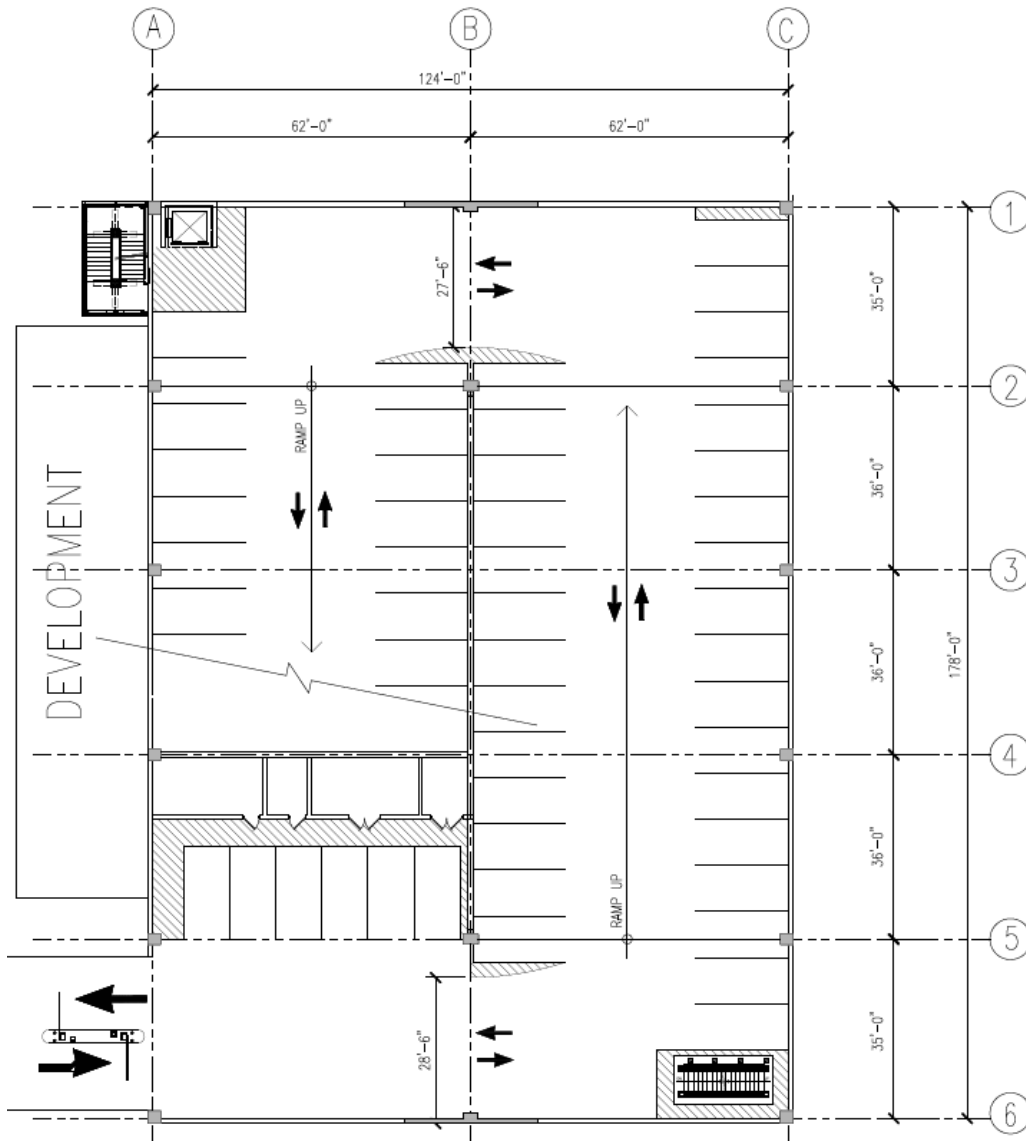
Site 1A – Washington & Federal Street



Site 1B – Washington & Federal Street



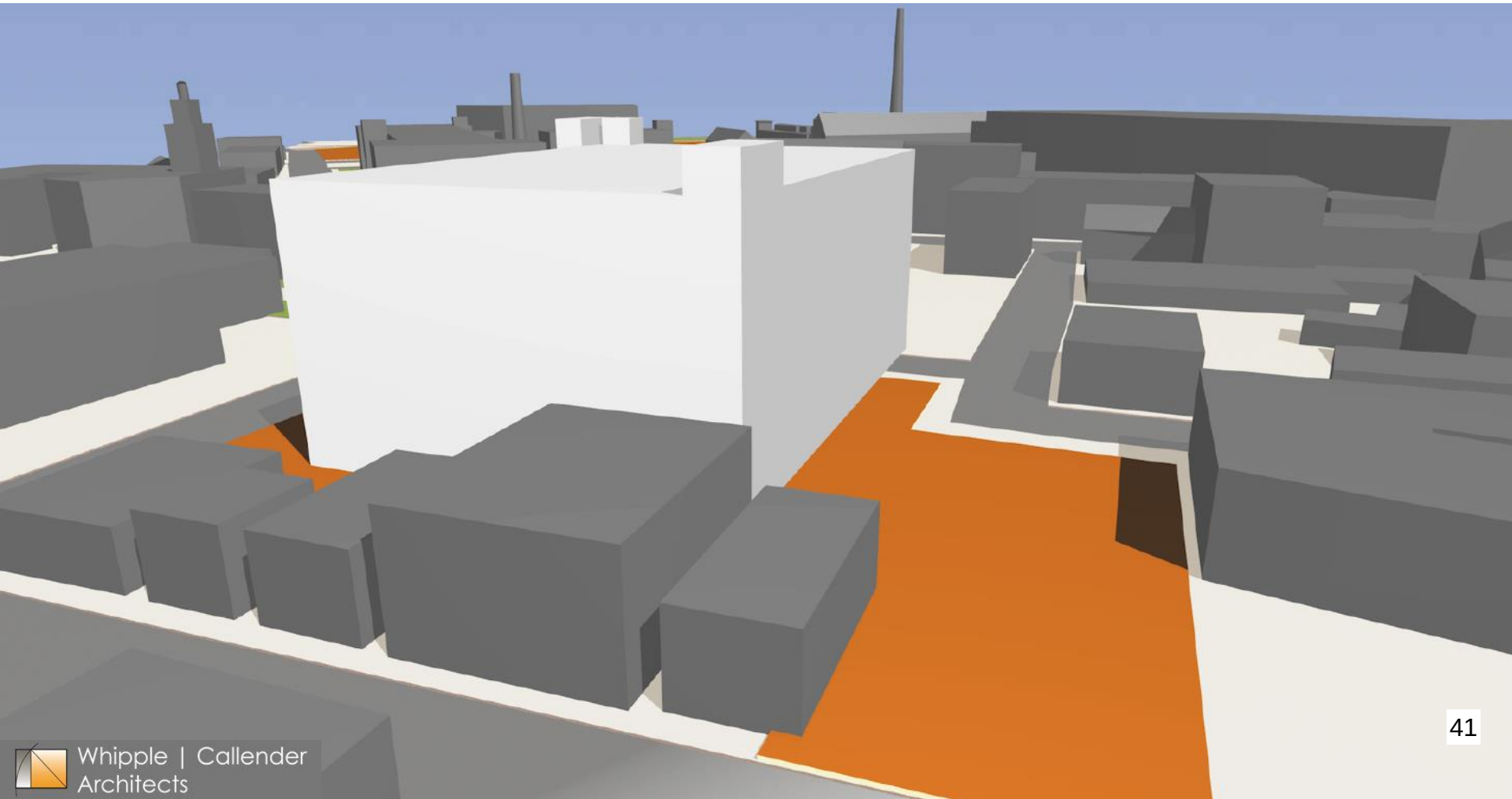
Site 1B – Washington & Federal Street



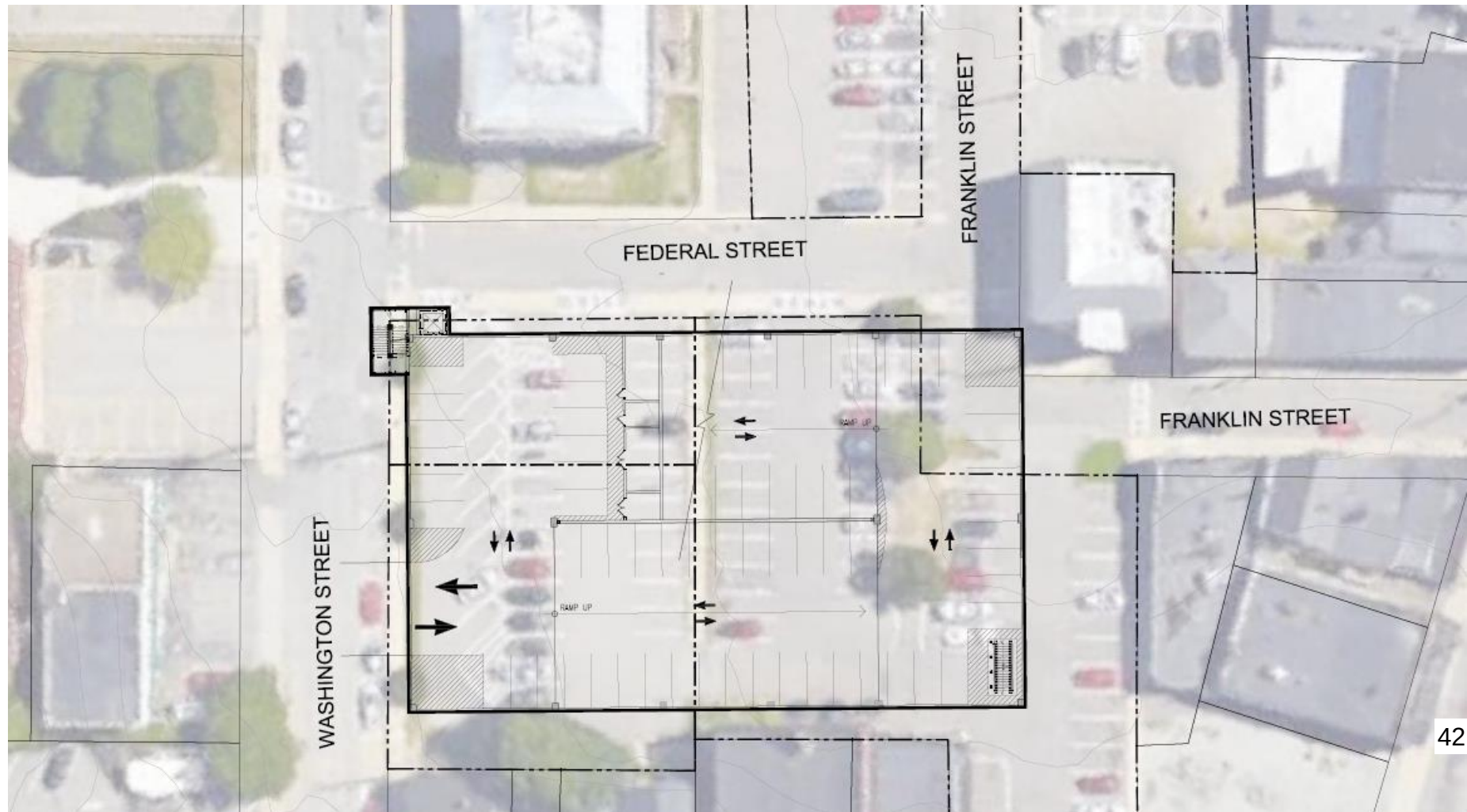
Option 1B Parking Summary			
	Standard Stall	Area SF	Efficiency
Floor Level	9'-0"x18'-0"		
Grade Level	51	23324	457
Typical (x6)	61	23324	382
Roof	45	23324	518
Total	462	186592	404

Approximately 80 existing spaces
Net new spaces=382 spaces

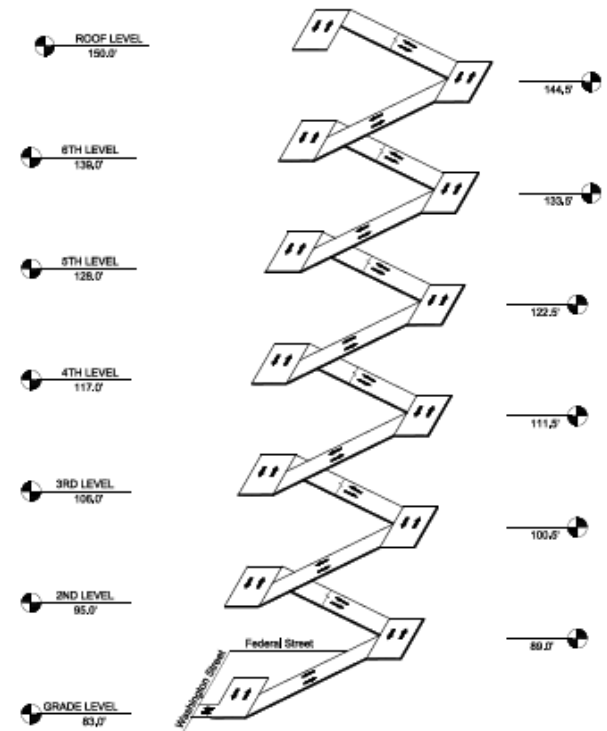
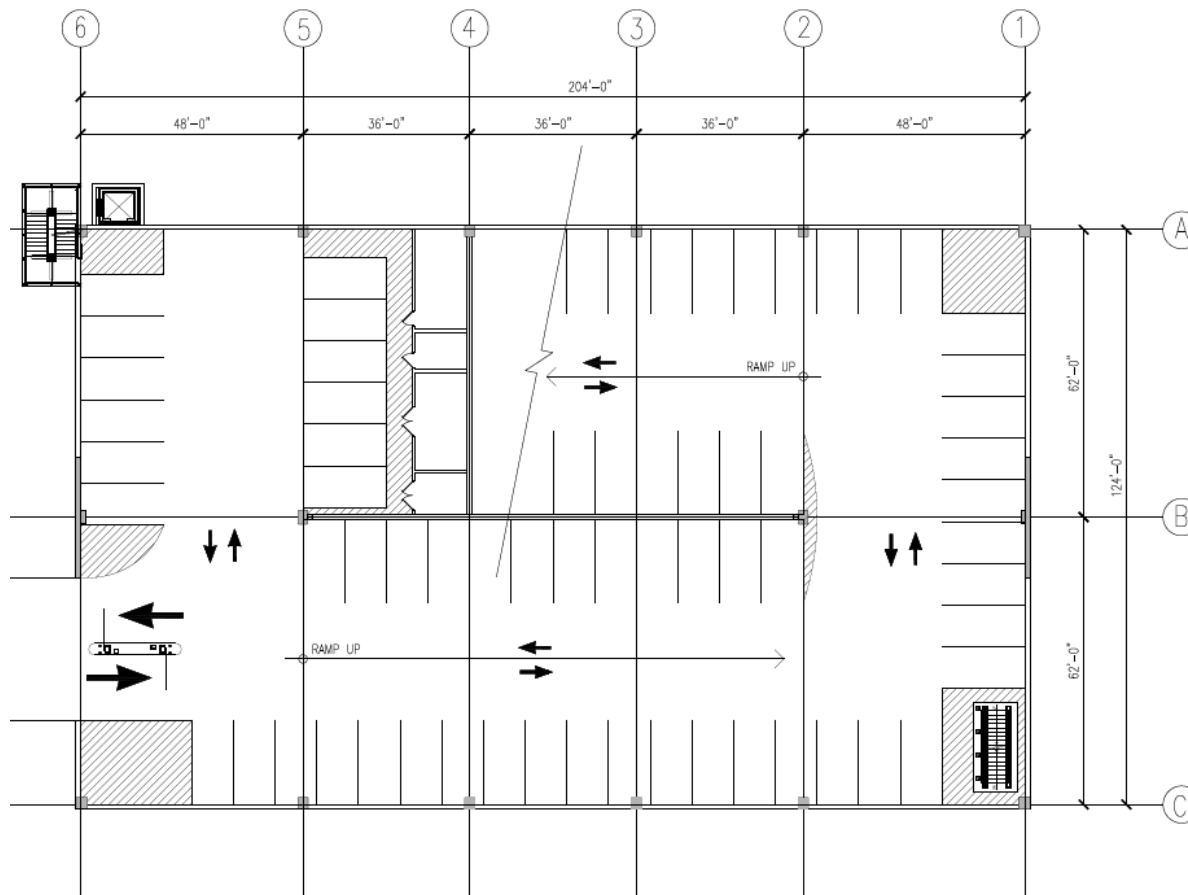
Site 1B – Washington & Federal Street



Site 1C – Washington & Federal Street



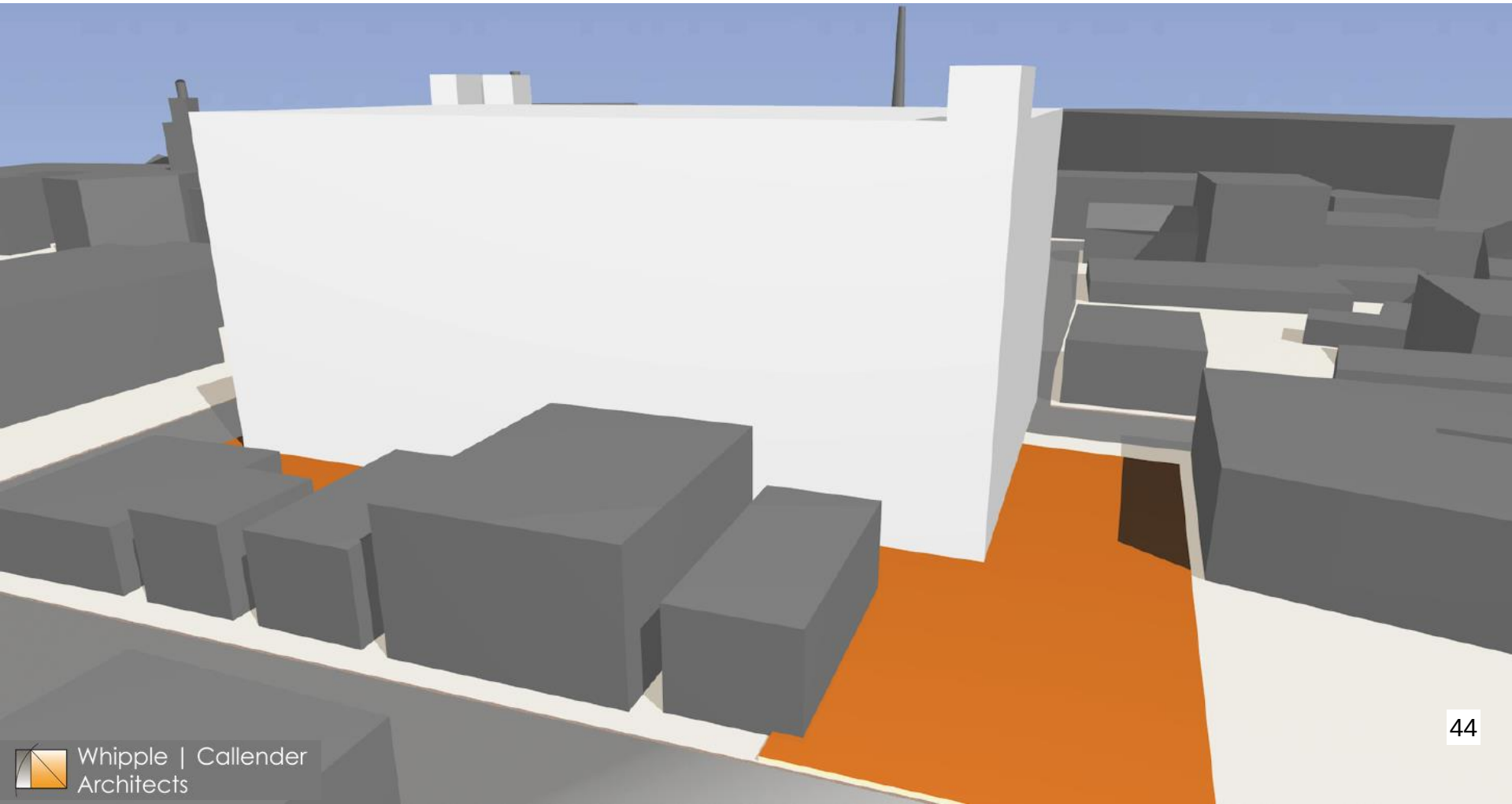
Site 1C – Washington & Federal Street



Option 1C Parking Summary			
	Standard Stall		
Floor Level	9'-0"x18'-0"	Area SF	Efficiency
Grade Level	66	25125	380
Typical (x5)	78	26000	333
Roof	27	9500	351
Total	483	164625	341

Approximately 76 existing spaces
Net new spaces=407 spaces

Site 1C – Washington & Federal Street



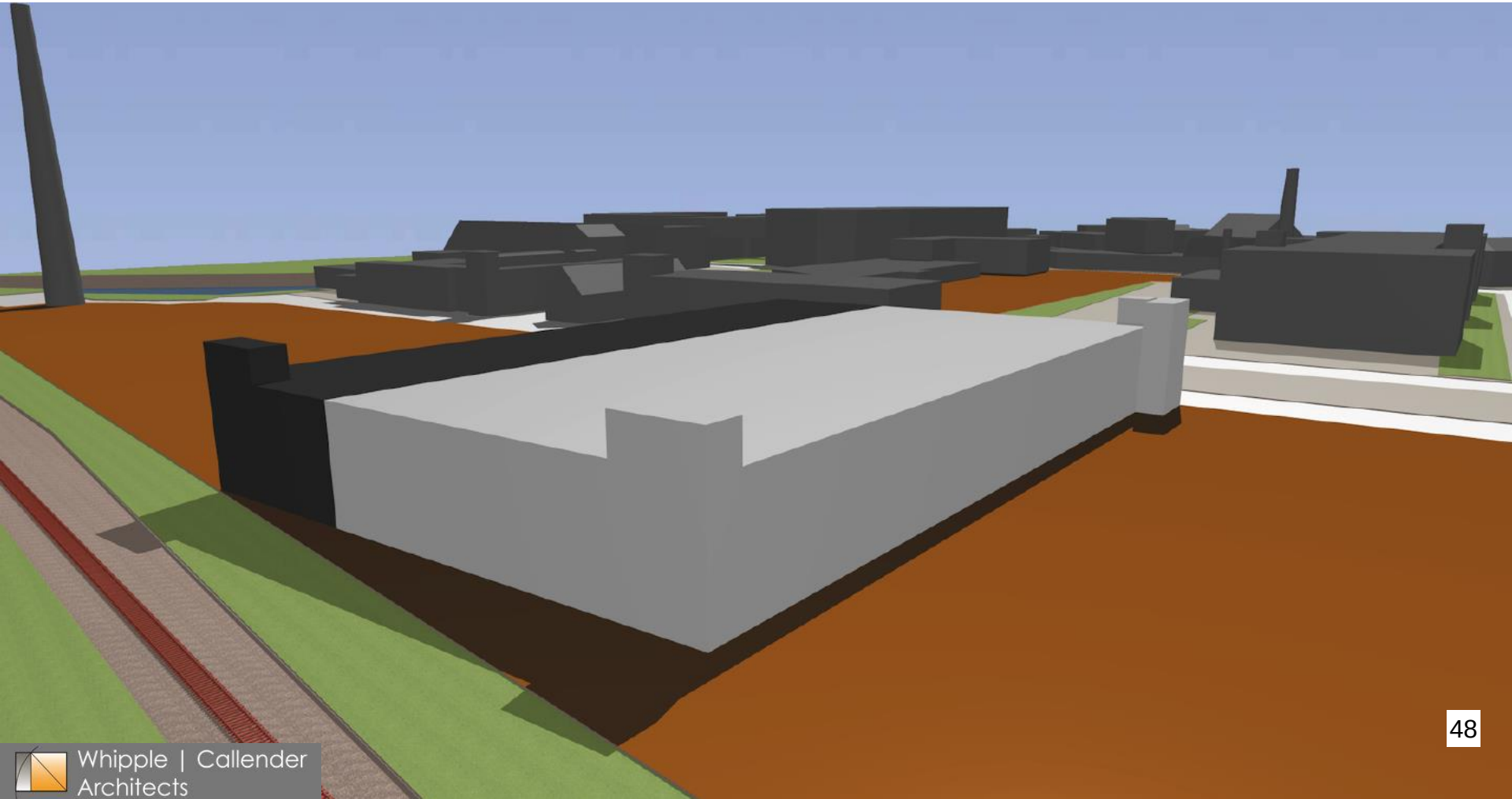
Site 2 – MAINE ENERGY RECOVERY SITE



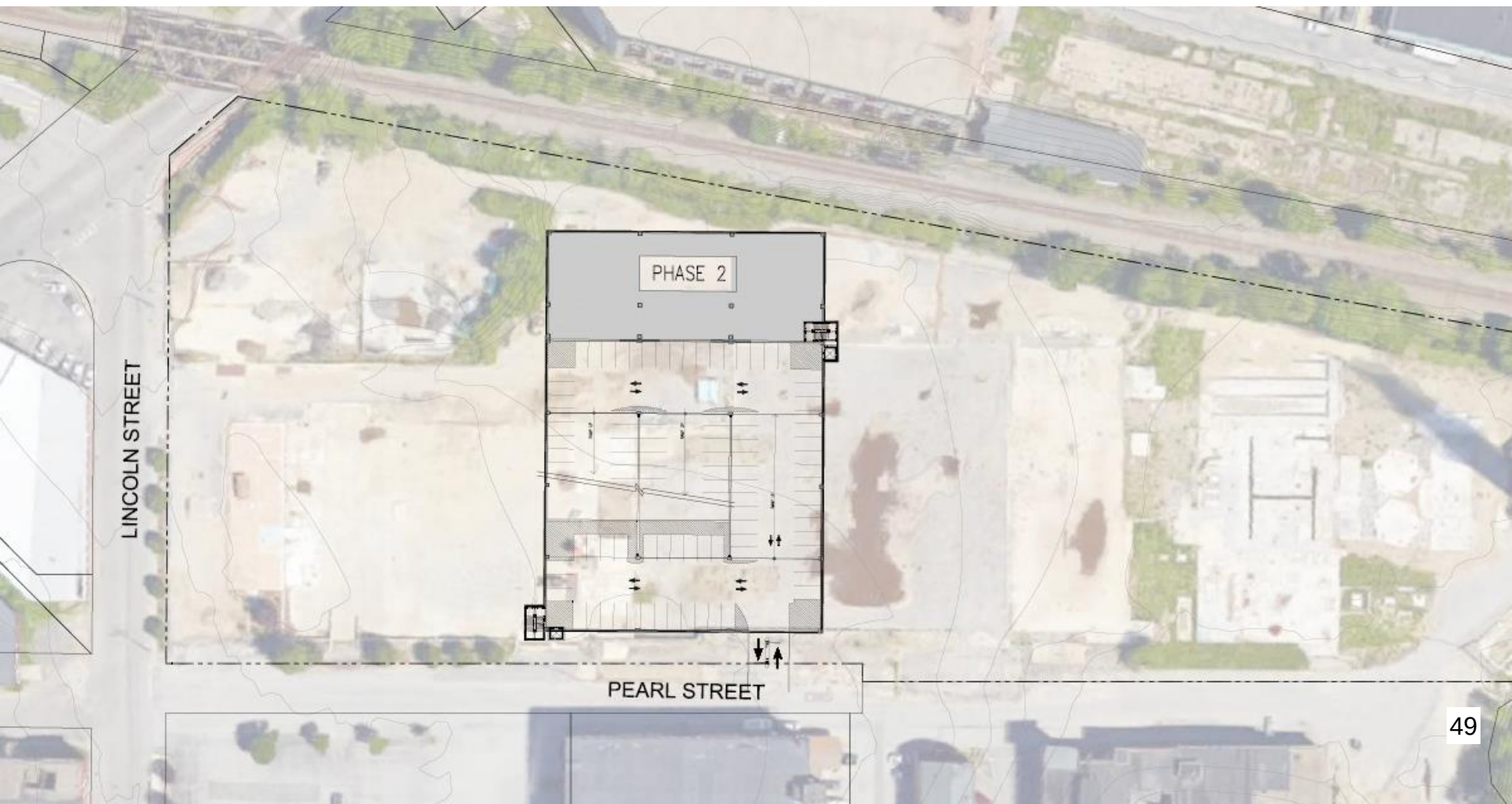
Site 2A – MAINE ENERGY RECOVERY SITE



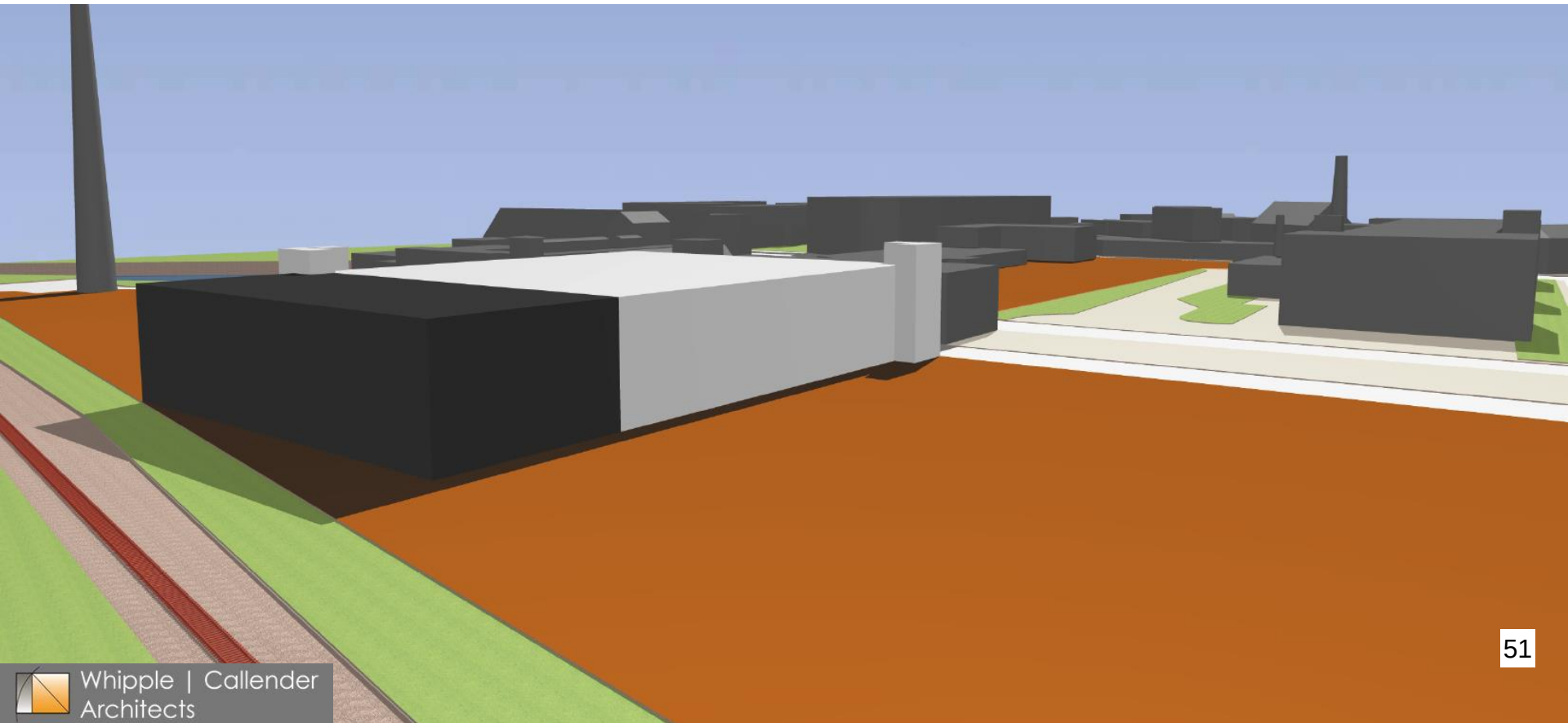
Site 2A – MAINE ENERGY RECOVERY SITE



Site 2B – MAINE ENERGY RECOVERY SITE



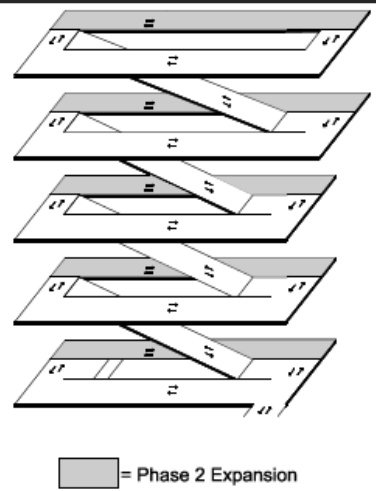
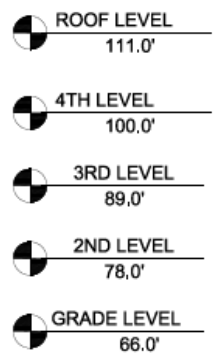
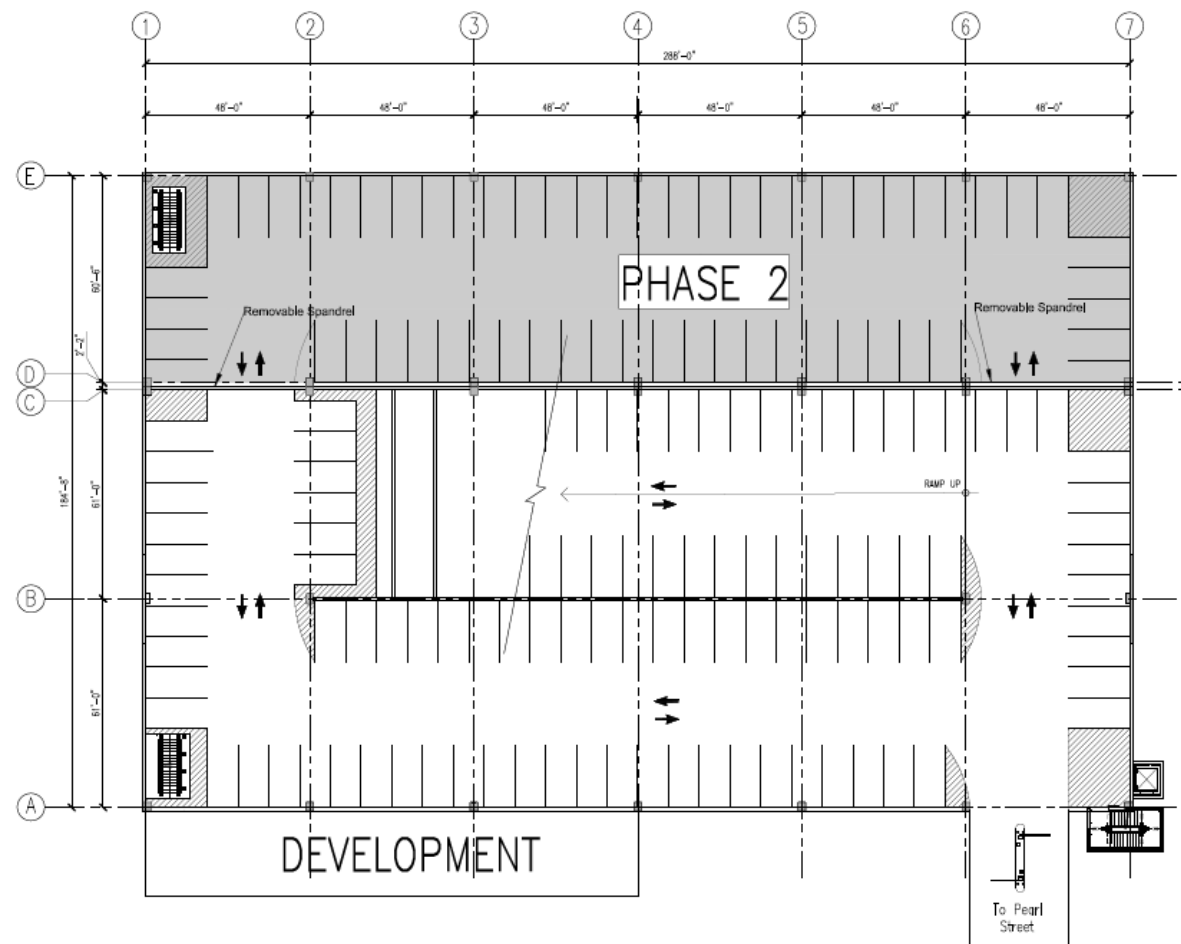
Site 2B – MAINE ENERGY RECOVERY SITE



Site 2C – MAINE ENERGY RECOVERY SITE



Site 2C – MAINE ENERGY RECOVERY SITE



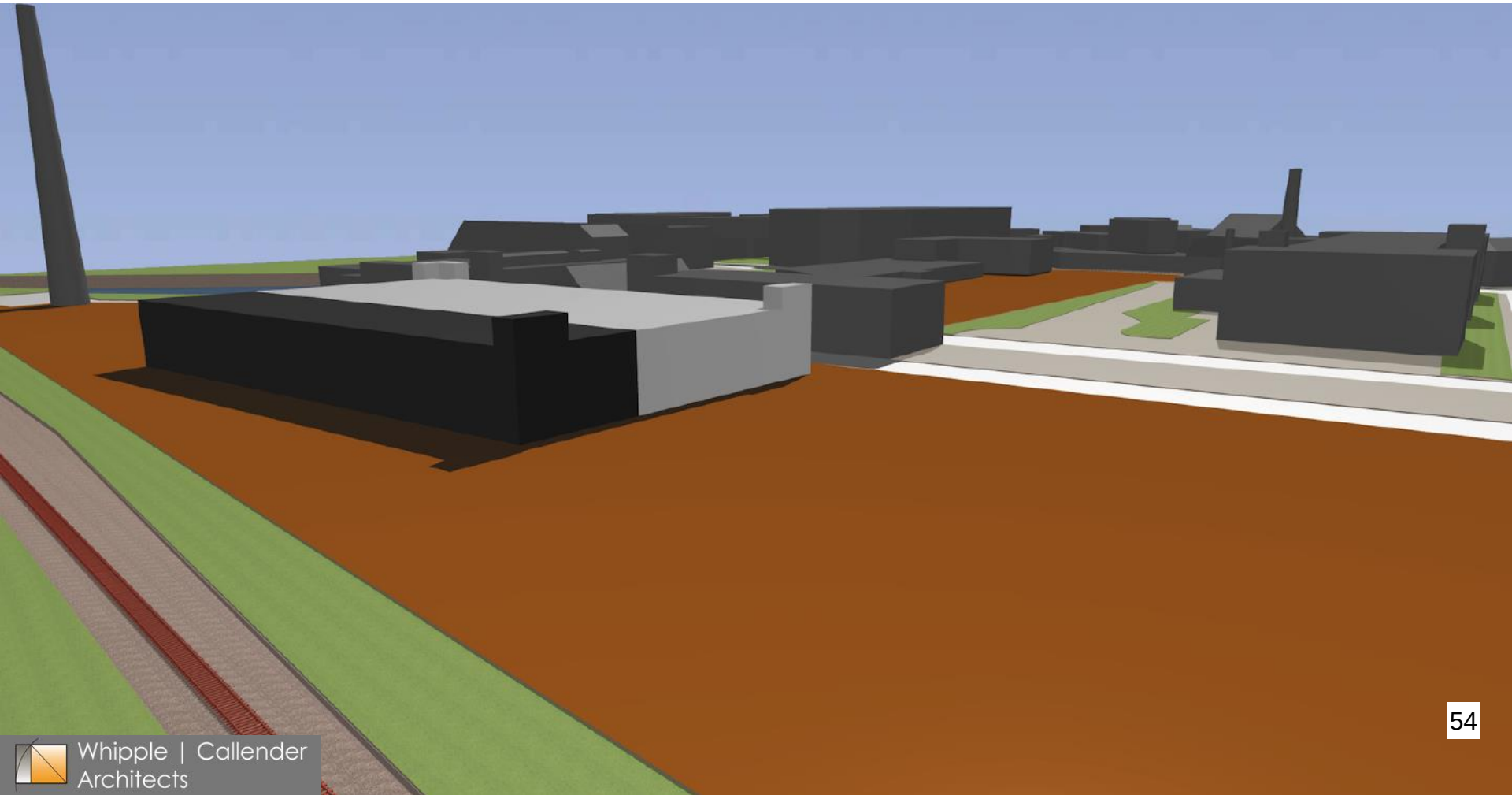
Option 2C Parking Summary		Phase 1	
	Standard Stall	Area SF	Efficiency
Floor Level	9'-0"x18'-0"		
Grade Level	100	33,000	330
Typical (x3)	116	35,125	302
Roof	87	27,325	314
Total	535	165700	309

80 existing spaces per City
 Net new spaces= 455 spaces

Option 2C Parking Summary		Phase 2	
	Standard Stall	Area SF	Efficiency
Floor Level	9'-0"x18'-0"		
Grade Level	152	50,700	53
Typical (x3)	168	52,825	314
Roof	139	45,025	324
Total	795	254200	320

Net new spaces= 715 spaces

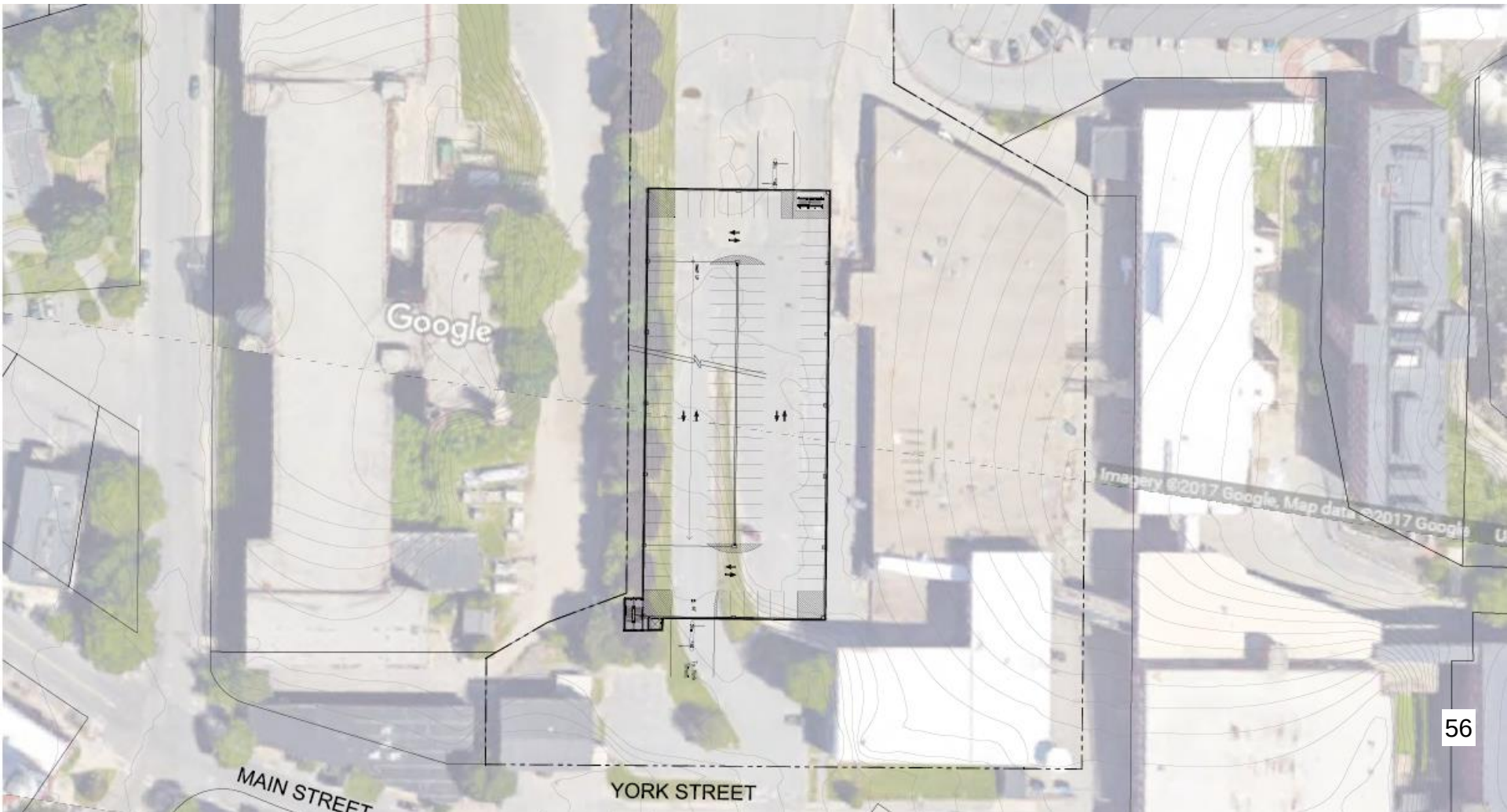
Site 2C – MAINE ENERGY RECOVERY SITE



Site 3A – PEPPERELL PLAZA



Site 3A – PEPPERELL PLAZA

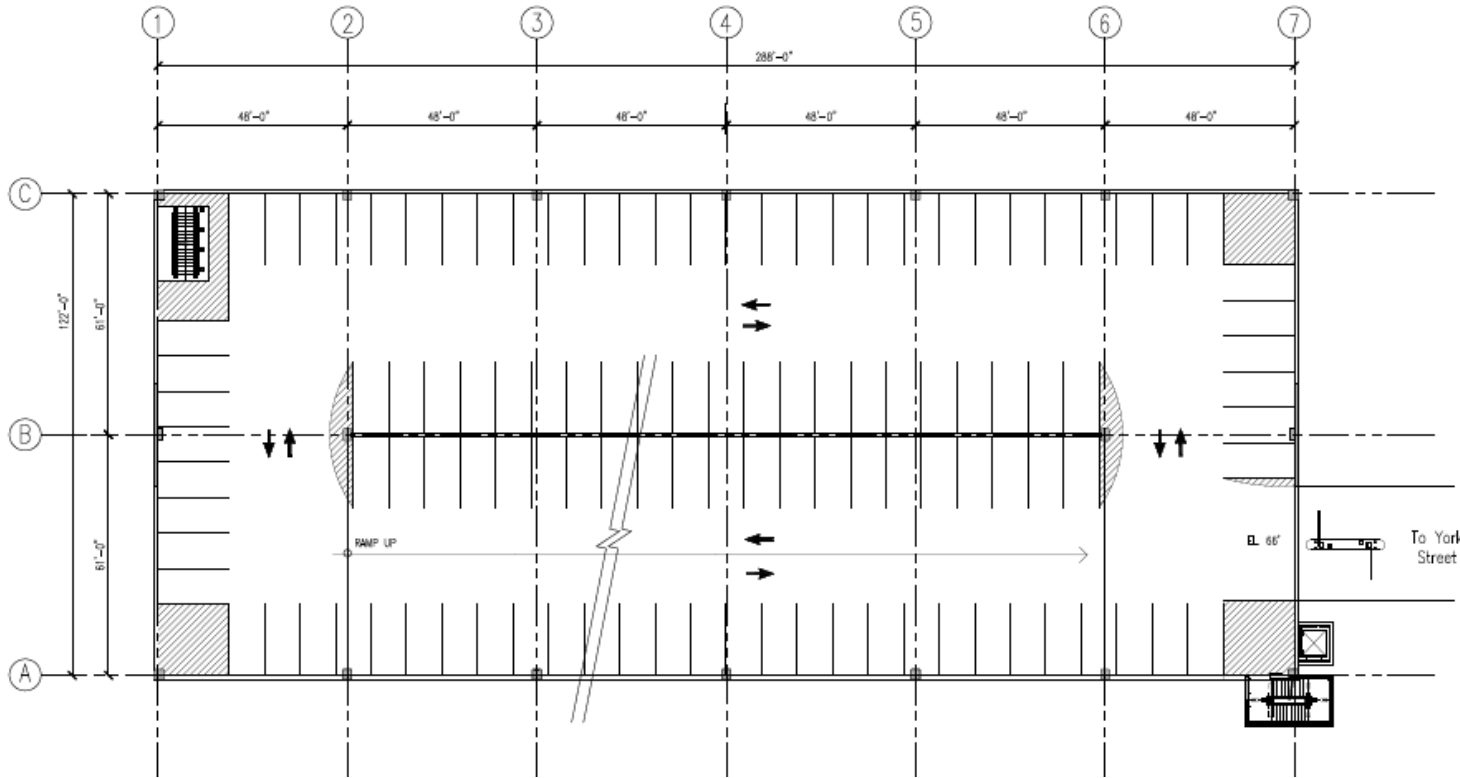
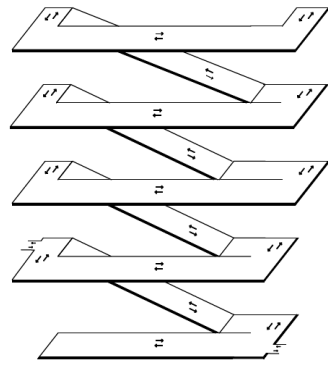


Site 3A – PEPPERELL PLAZA

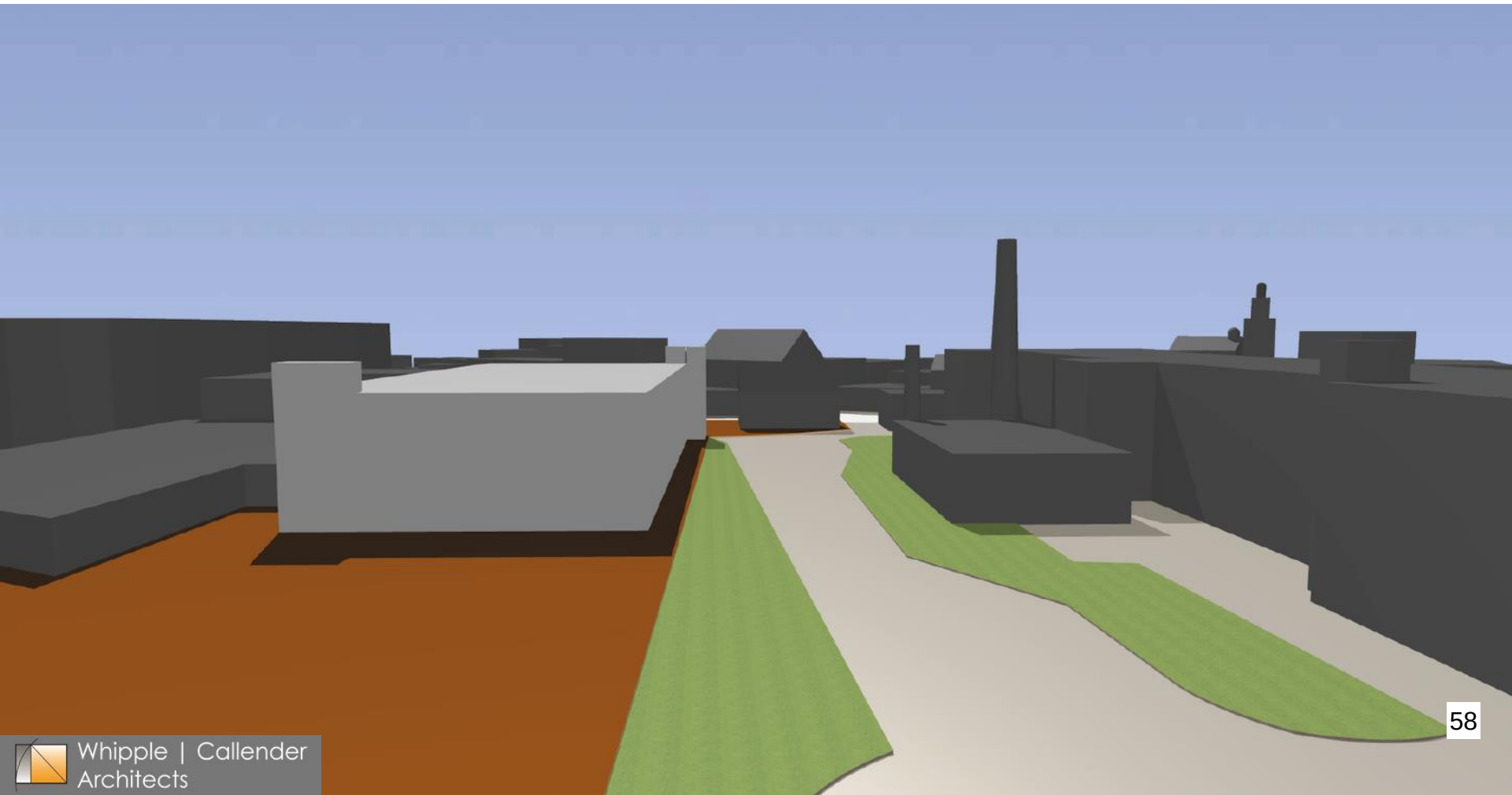
Option 3A Parking Summary		Phase 1	
	Standard Stall		
Floor Level	9'-0"x18'-0"	Area SF	Efficiency
Lower Level	68	21500	316
Grade Level	112	35,125	314
Typical (x2)	116	35,125	303
Roof	100	31,175	312
Total	512	158050	309

Approximately 78 existing spaces
 Net new spaces= 434 spaces

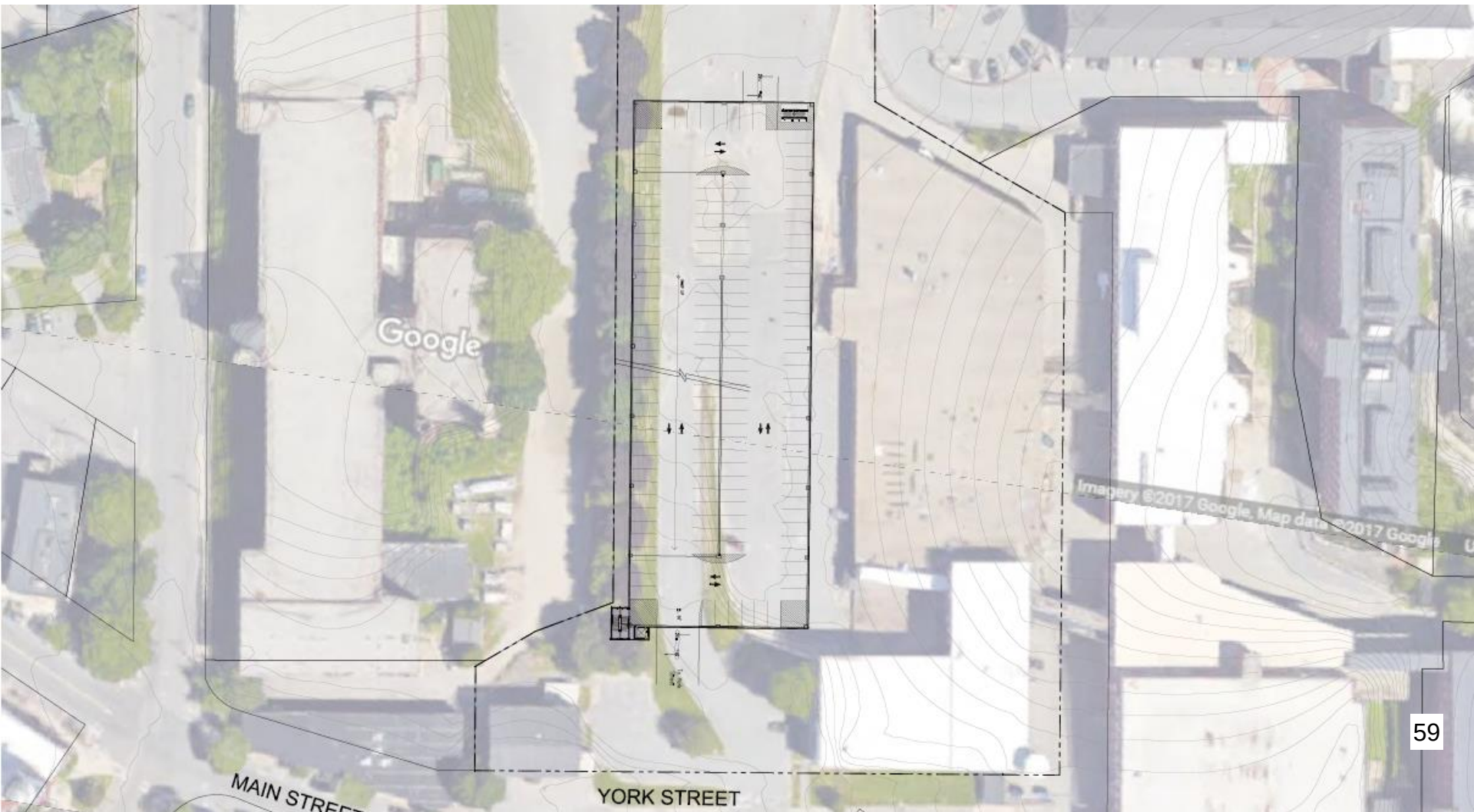
- ROOF LEVEL
100.0'
- 3RD LEVEL
89.0'
- 2ND LEVEL
78.0'
- GRADE LEVEL
66.0'
- LOWER LEVEL
54.0'



Site 3A – PEPPERELL PLAZA



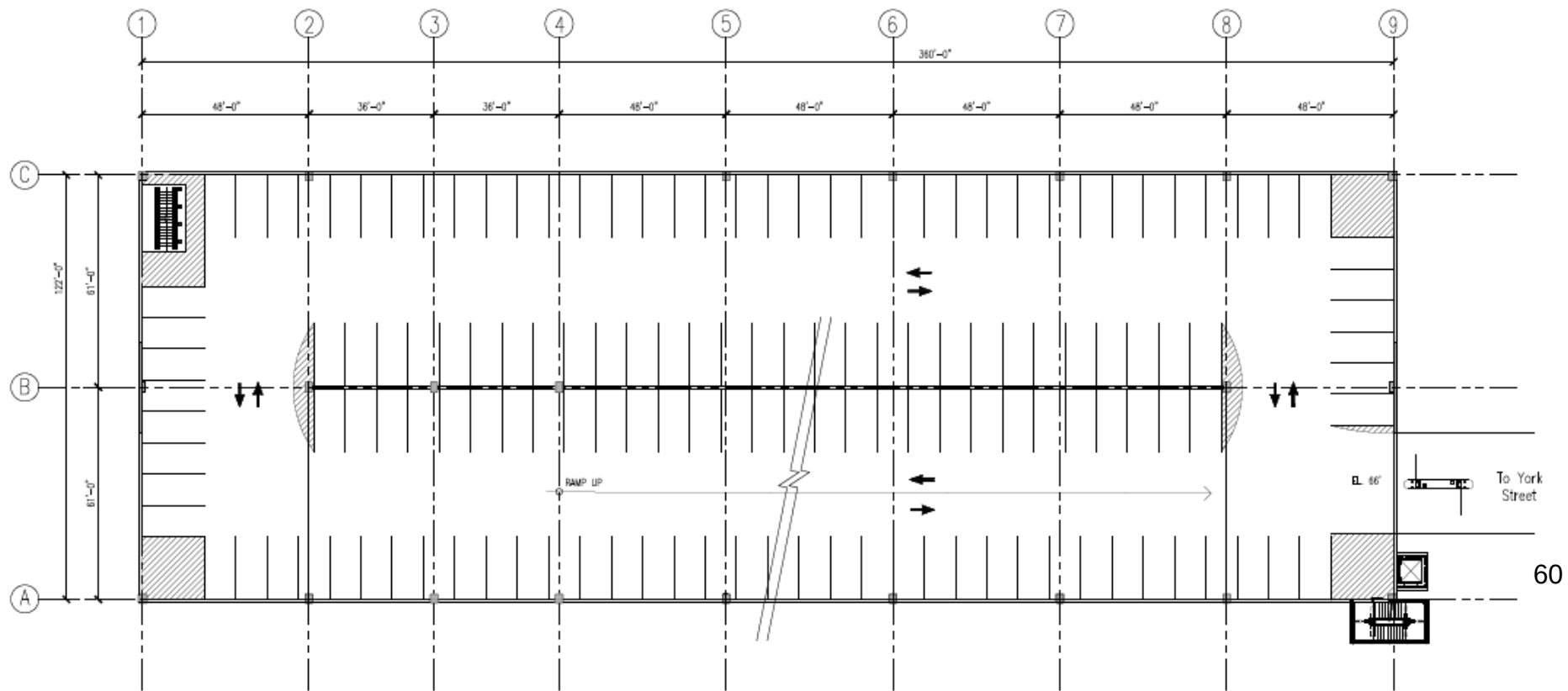
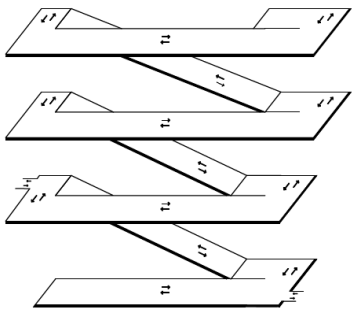
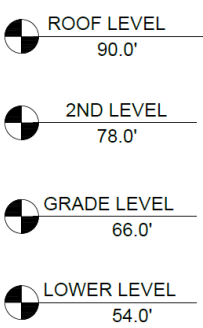
Site 3B – PEPPERELL PLAZA



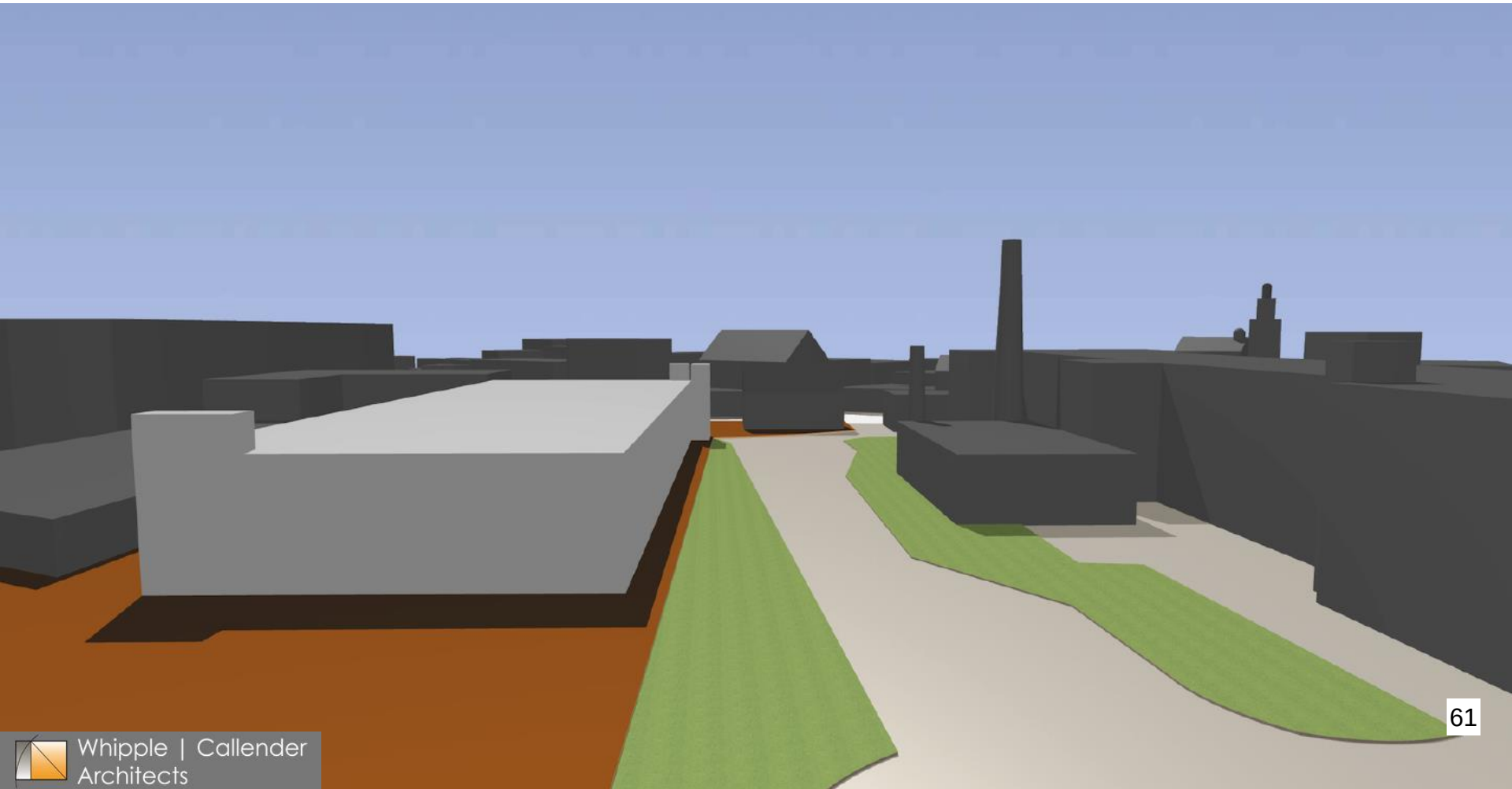
Site 3B – PEPPERELL PLAZA

Option 3B Parking Summary		Phase 1	
	Standard Stall		
Floor Level	9'-0"x18'-0"	Area SF	Efficiency
Lower Level	100	30500	305
Grade Level	144	44,000	306
Second	147	44,000	299
Roof	132	40,000	305
Total	523	158500	303

Approximately 78 existing spaces
Net new spaces= 445 spaces



Site 3B – PEPPERELL PLAZA



SITE COMPARISON MATRIX

		SITE	Washington Federal						Main Energy Recovery						Pepperell Plaza	
		Alternate Option	1A		1B		1C		2A		2B		2C		3	
#	CRITERIA	Weighted Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value	Evaluation 1 to 5	Value
1	Provides Required Parking Supply (+/- 400 cars)	4	5	20	5	20	5	20	5	20	5	20	5	20	5	20
2	Provides Expansion Capabilities	3	1	3	1	3	1	3	5	15	5	15	5	15	3	9
3	Net New Spaces On Site	5	3	15	3	15	2	10	5	25	5	25	5	25	4	20
4	Parking Efficiency	5	2	10	2	10	3	15	5	25	4	20	5	25	5	25
5	Cost to Construct Superstructure	5	2	10	2	10	3	15	5	25	4	20	5	25	5	25
6	Costs of Operation & Maintenance	1	2	2	2	2	2	2	4	4	4	4	4	4	4	4
7	Potential for Mixed Use Application Within Garage	1	1	1	2	2	1	1	3	3	2	2	3	3	3	3
8	User Convenience	4	2	8	2	8	2	8	4	16	4	16	4	16	4	16
		Total Points	69		70		74		133		122		133		122	
		RANK	7		6		5		1		3		1		3	

BIDDEFORD SITE STUDY – CONCEPT BUDGET

Option	Phase 1			Phase 2		
	Count	Area	Efficiency	Count	Area	Efficiency
1A	468	186,592	399	-	-	-
1B	462	186,592	404	-	-	-
1C	483	177,250	367	-	-	-
2A	535	165,700	310	795	254,200	320
2B	514	172,220	335	732	238,090	325
2C	535	165,700	310	795	254,200	320
3A	512	158,050	309	-	-	-
3B	522	158,500	304	-	-	-

Option	Phase 1		Phase 2	
	Construction Cost	\$/Car	Construction Cost	\$/Car
1A	\$ 13,062,000	\$ 27,910	-	-
1B	\$ 13,062,000	\$ 28,273	-	-
1C	\$ 12,408,000	\$ 25,689	-	-
2A	\$ 11,599,000	\$ 21,680	\$ 6,195,000	\$ 23,827
2B	\$ 12,056,000	\$ 23,455	\$ 4,611,000	\$ 21,151
2C	\$ 11,599,000	\$ 21,680	\$ 6,195,000	\$ 23,827
3A	\$ 11,064,000	\$ 21,609	-	-
3B	\$ 11,095,000	\$ 21,255	-	-

Cost for expansion

Note: Costs include construction services only. No site remediation, utility work, or soft costs
 Softs costs include insurance, A&E Fees, Financing Costs, Bonds, Acquisition, Legal, etc...

GARAGE FAÇADE & AESTHETICS



GARAGE FAÇADE & AESTHETICS

Albert Sherman Center
Parking Garage



MVRTA Haverhill



New Rochelle
Intermodal, NY



MBTA Salem Intermodal Station
Parking Garage



GARAGE FAÇADE & AESTHETICS

St. Albans Downtown
Municipal Garage
St. Albans, VT



Typical Precast Spandrel
with Thin-Brick



Terrapin Row,
College Park
Maryland



LOT F-29 Parking Garage, Urbana Illinois



Questions/Comments?

COUNCIL MEETING
NOVEMBER 21, 2017

Mayor Casavant called the meeting to order at 6:00 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Victoria Foley, Norman Belanger, Laura Seaver, Marc Lessard

Michael Ready was excused.

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

Adjustment to the Agenda:

- Remove Order 2017.125) Approval/Purchase of Body Cameras/Biddeford Police Dept.

Proclamation: Small Business Saturday

Mayor Casavant read the proclamation. The proclamation has been forwarded to the National Small Business Saturday Coalition.

Game of Chance Application: AMVETS, Post #1

Motion by Councilor McCurry, seconded by Councilor Lessard to recommend issuance of the Game of Chance license to AMVETS, Post #1.

Vote: Unanimous.

Public Hearing: Liquor License Application – Redo, LLC dba Mulligan’s

The Chair opened the Public Hearing at 6:02 p.m.

There were no public comments.

The Public Hearing was closed at 6:02 p.m.

Consideration of Liquor License Application: Redo, LLC dba Mulligan’s

Motion by Councilor McCurry, seconded by Councilor Swanton to recommend issuance of the liquor license to Redo, LLC dba Mulligan’s.

Vote: Unanimous.

Consideration of Minutes: November 9, 2017

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

Vote: Unanimous.

Orders of the Day:

2017.124 IN BOARD OF CITY COUNCIL... NOVEMBER 21, 2017

BE IT ORDERED, that City Manager, James Bennett’s appointment of **Matthew Eddy** as the Economic & Community Development Director for the City of Biddeford, be confirmed.

Motion by Councilor McCurry, seconded by Councilor Seaver to confirm the appointment.

Vote: Unanimous.

2017.114 IN BOARD OF CITY COUNCIL..OCTOBER 17, 2017

BE IT ORDERED that the City Council does hereby request the Planning Board to conduct a Public Hearing and make recommendations to the City Council regarding proposed amendments to the Zoning Ordinance as outlined below.

Part III (Land Development Regulations), Article V (Establishment of Zones), Table B (Dimensional Requirements):

Zoning District	Minimum Lot Size, Square Feet Per Unit A			
	Water and Sewer	Water, No Sewer	Sewer, No Water	Neither Water Nor Sewer
MSRD-2	2,000 <u>B</u>	N/A	N/A	N/A

B. (Reserved)In order to promote higher quality housing facilities and condominium forms of housing in certain Zoning Districts and/or areas the minimum density requirements may be relaxed as follows:

1. Redevelopment of rental housing:

- a. Prior to the effective date of this amendment, and thereafter each new fiscal year, no later than August 15 of that fiscal year, the City Assessor shall determine the median quality grade rating (e.g., “Average”, “Average +10”, “Good”, etc.) for the applicable zoning district.
- b. If a property is proposed for redevelopment/renovation and is currently at or below the established fiscal year quality grade rating according to the City Assessor’s records and it will be redeveloped/renovated in such a manner as to bring the quality grade rating above the established median, the minimum density shall be based on one (1) residential unit for every six-hundred and fifty (650) square feet of existing “living space” as defined on the City Assessing Department’s current tax records.
- c. In order to receive this density bonus, an applicant must provide complete redevelopment/renovation plans to the Code Enforcement Officer who will in turn coordinate the review of such plans with the City Assessor. Prior to the Code Enforcement Officer allowing the density bonus, the City Assessor shall certify in writing that the redevelopment/renovation project presented will result in a quality grade rating above the established median when complete. If the project is provided a density bonus the Code Enforcement Officer shall document the allowable density and number of units in writing for the Code Enforcement Office files.
- d. An applicant provided a density bonus for rental housing shall enter into a contractual agreement with the City of Biddeford obligating them to complete the project as certified resulting in a quality grade rating above the established median in return for receiving the density bonus. The contractual agreement shall be recorded at the York County Registry of Deeds, a copy of which provided to the Code Enforcement Office, prior to the issuance of any building permits.
- e. At the completion of the project and prior to the issuance of any Occupancy Permits the City Assessor shall certify in writing that the project was substantially completed as originally certified and that the facility is now classified as having a grade rating above the established median.

2. Condominium conversions/development:

- a. If a property is proposed for redevelopment/renovation into condominiums the minimum density shall be based on one (1) residential unit for every six-hundred and fifty (650) square feet of existing “living space” as defined on the City Assessing Department’s current tax records.
- b. An applicant provided a density bonus for condominiums shall enter into a contractual agreement with the City of Biddeford obligating them to complete the project as condominiums to be offered for sale upon or before completion of the project in return for receiving the density bonus. The contractual agreement shall be recorded at the York County Registry of Deeds, a copy of which provided to the Code Enforcement Office, prior to the issuance of any building permits.

Motion by Councilor Swanton, seconded by Councilor McCurry to remove the order from the table.

Vote: Unanimous.

Motion by Councilor Foley, seconded by Councilor Seaver to grant the order.

Vote: Unanimous.

2017.126

IN BOARD OF CITY COUNCIL..NOVEMBER 21, 2017

A resolution of the City Council of the City of Biddeford expressing support for the Federal Historic Tax Credit program.

WHEREAS, The federal Historic Tax Credit program (HTC) as we know it today was put in place by Congress and the Reagan Administration to attract capital to historic rehabilitation projects that help stimulate local economies; and

WHEREAS, Since the inception of the HTC, it has created over 2.4 million jobs, rehabilitated more than 42,000 historic buildings, and leveraged \$131.8 billion in private investment; and

WHEREAS, Federal HTC projects have a 99 percent success rate, leverage up to four private dollars for every dollar of federal support, and are catalytic, building neighborhood confidence and generating follow-on projects for blocks around; and

WHEREAS, In addition to revitalizing communities and spurring economic growth, the HTC returns more to the Treasury than it costs with the Treasury receiving \$1.20-\$1.25 in tax revenue for every dollar invested; and

WHEREAS, Over the life of this program, the HTC has generated \$29.8 billion in federal tax revenues compared to \$25.2 billion in credits allocated – more than paying for itself; and

WHEREAS, Recognizing the importance of this successful federal economic development program, more than 30 states – including Maine – have enacted complementary state historic tax credit programs to help revitalize the commercial downtowns of their cities and Main Street communities; and

WHEREAS, Over 40 percent of projects financed in the last 15 years are located in communities of less than 25,000; and

WHEREAS, In Biddeford, over \$40 million has been invested in rehabilitating and restoring historic properties and buildings in the last 10 years that involved the use of the HTC; and

WHEREAS, The HTC has benefited the City of Biddeford's Downtown by making historic preservation projects possible, including the 265 Main Street, Emery School, Mission Hill, the Mill at Saco Falls, and the Lofts at Saco Falls; and

WHEREAS, Other projects currently underway in Downtown Biddeford would not be possible without the HTC and represent an additional investment of approximately \$50 million; and

WHEREAS, Across historic Biddeford, numerous other buildings and their surrounding neighborhoods stand to benefit from rehabilitation projects that would depend on securing HTC support to leverage private investment; and

WHEREAS, The proposed budget from the Trump Administration includes cutting this vital program;

NOW THEREFORE BE IT RESOLVED: That the Biddeford City Council in due regular and legal session convened expresses its support of the federal Historic Tax Credit program and urges the President of the United States and the United States Congress to continue the federal Historic Tax Credit program.

Motion by Councilor McCurry, seconded by Councilor Lessard to grant the resolution.
Vote: Unanimous.

2017.127 **IN BOARD OF CITY COUNCIL ... NOVEMBER 21, 2017**
BE IT ORDERED, pursuant to Chapter 62, Section 101 of the Code of Ordinances, the City Council of the City of Biddeford does hereby waive the following requirements for Crickett Lane Off Buzzell Road, for purposes of their pending subdivision review by the Planning Board and for future consideration of the acceptance of Crickett Lane, as a public street.

1. Waive the requirements for a 5 foot sidewalk. Instead the developer will construct a 3-foot paved walkway as indicated on the submitted Planning Board Preliminary Subdivision Plans.
2. Install striping to define the 3 foot sidewalk and to install signage to depict the sidewalk/street separation line.

NOTE: The Capital Projects Committee discussed this item on November 9, 2017 and voted to send the waiver requests to the full City Council for consideration.

Motion by Councilor Foley, seconded by Councilor Quattrone to grant the order.

Vote: 5/3; Councilors Lessard, McCurry and St. Cyr opposed.

Councilors Swanton, Quattrone, Foley, Belanger and Seaver in favor.

Motion carries.

2017.128 IN BOARD OF CITY COUNCIL..NOVEMBER 21, 2017

BE IT RESOLVED by the City Council of the City of Biddeford as follows:

That the City of Biddeford join with other participating municipal and quasi-municipal employers in a Multiple Employer Welfare Arrangement for the provision of employees health benefits, as authorized by 24-A M.R.S.A. § 6601 et seq., said Arrangement to be known as the “Maine Municipal Employees Health Trust” (Health Trust): and for that purpose and in consideration of the mutual covenants and agreements among the participating employers, to authorize the City Manager to enter into a Participation Agreement on behalf of the City and take whatever other actions may be necessary. The authority granted herein shall remain until revoked.

Motion by Councilor McCurry, seconded by Councilor Lessard to grant the order.

Motion by Councilor Seaver, seconded by Councilor Lessard to table the order until the Fire Department Union has signed off on the change in insurance company/policy.

Vote: 2/6; Councilors Seaver and Lessard in favor.

Councilors Swanton, McCurry, St. Cyr, Quattrone, Foley and Belanger opposed.

Motion to table fails.

Vote on order: 7/1; Councilor Lessard opposed.

Councilors Swanton, McCurry, St. Cyr, Quattrone, Foley, Belanger and Seaver in favor.

Motion carries.

City Manager Report:

City Manager, James Bennett gave the following report:

- 1) He reminded citizens that per City ordinance, overflow trash may be placed outside of the trash container and not in the PAYT bags. This waiver of the use of PAYT bags will be from Friday, November 24th through Thursday, November 30th.
- 2) He also noted that the Recycling Center is open on all the Sundays during the month of November.
- 3) The newly purchased bus for the Senior Center was brought to City Hall this afternoon so that the Councilors could see it.
- 4) He suggested that the City may want to look into instituting a fee to developers who want to request sidewalk waivers. He will have Staff take a look into that.
- 5) He reminded folks that while most of us will be enjoying time off and time with our families over the Thanksgiving weekend, our City emergency personnel will be on duty and ready to serve.

Public Addressing the Council...(3 minute limit per speaker; 30 minute total time limit):

One citizen offered his comments to the Council.

Other Business:

Councilor Lessard: is glad to hear the reminder about the solid waste policy for the holidays and the extended hours at the Recycling Center during the month of November.

Councilor Lessard shared that he, Mayor Casavant and Jim Bennett attended and were a part of the Maine Development Leadership Group that held classes in Biddeford last Friday. He felt this was a great opportunity to showcase the City and all the improvements that have taken place over the past few years.

Council President Addressing the Council: Councilor McCurry noted that tonight’s council meeting is the last one in this administration’s term; and he is looking forward to the next two years with the same group of Councilors. He also wished everyone a Happy Thanksgiving.

Mayor Addressing the Council: Mayor Casavant asked the Councilors to get their committee preferences to him within the next week since he will be making the appointments at the December 19th council meeting.

Mayor Casavant announced that he will be forming an Ad Hoc Committee to come up with recommendations for the J. Richard Martin Community Center. He asked that any citizen who is interested in serving on this committee please contact him.

The first WinterFest planning meeting was held and he is seeking volunteers for this season's event. Again, he urged folks to contact him if they are interested in helping out with the 2018 WinterFest.

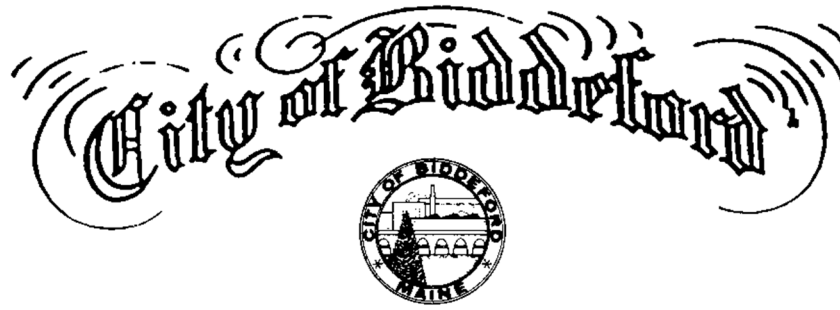
He noted that the downtown holiday lights look really good and thanked those who were involved in putting them up.

Motion by Councilor McCurry, seconded by Councilor Swanton to adjourn.

Vote: Unanimous.

Time: 7:12 p.m.

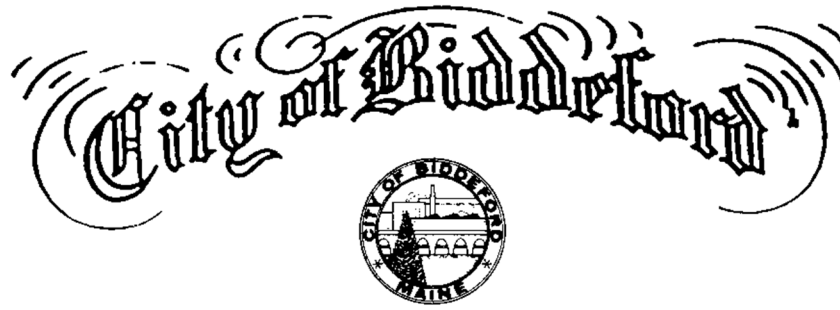
Attest by: _____
Carmen J. Morris, City Clerk



2017.129

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that the City Council of the City of Biddeford nominate and elect a Council President.



2017.130

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does hereby adopt Roberts Rules of Order, in conjunction with the Code of Ordinances, Appendix A, Rules of the Council (see attached).

City of Biddeford, ME
Friday, November 17, 2017

APPENDIX A. Rules of City Council

GENERAL REFERENCES

City Council — See Charter, Art. III.

City Council — See Ch. 2, Art. II.

Sec. A-1. Rule 1: Duties and powers of Mayor or Presiding Officer.

[Ord. of 1-2-1979(15); Ord. No. 2001.119, 12-18-2001; Ord. No. 2002.136, 12-17-2002; Ord. No. 2003.12, 2-4-2003; Ord. No. 2003.123, 12-3-2003; Ord. No. 2006.11, 2-7-2006; 9-4-2012; 2-4-2014 by Ord. No. 2014.10; 6-3-2014 by Ord. No. 2014.42; 1-5-2016 by Ord. No. 2016.2]

- a. The Mayor shall take the chair at the hour appointed for the meeting, or as soon thereafter as is convenient, call the members to order, and after the appearance of a quorum, cause the minutes of the preceding meeting to be read. In the absence of the Mayor, the President of the City Council shall be the presiding officer, but in case of the absence of both the Mayor and the President at such time, the Clerk of the Council shall preside until a President Pro Tempore for said meeting is chosen.
- b. The Mayor shall receive and submit to vote all motions and propositions regularly moved, shall put the question, and shall declare all votes; but if any Councilor doubts the vote, all those voting in the affirmative, when called upon by the Mayor, shall raise their hand until they are counted, and also those in the negative, in like manner, to make the vote certain.
- c. The Mayor shall restrain the members when engaged in debate, within the rules of order, and shall enforce, on all occasions, the observance of order and decorum among the members.
- d. The Mayor shall decide all questions of order subject to an appeal to the Council by motion properly seconded.
- e. The Mayor may speak to points of order in preference to the members.
- f. When the Mayor desires to express his opinions on any subject, the Mayor shall yield the chair to the President of the Council, if present, or any other member.
- g. The Mayor shall appoint all standing and special committees of the City Council and the Chairs thereof, except the Chair of the Finance Committee,

which shall be chaired by the Council President, and all such mayoral appointments shall receive confirmation by the City Council.

- h. Upon the Chair's inability to maintain order and in the event that either a Councilor or a member(s) of the public fail to comply with any of the rules or other rules as adopted by the Council regarding decorum and order the Chair shall immediately recess the Council. If upon resumption of the meeting order and decorum are unable to be maintained, the Chair shall call for the immediate adjournment of the meeting and conduct no further business.
- i. The Mayor shall call regular meetings of the City Council to order at 6:00 p.m. on the first and third Tuesdays of each month, and regular meetings shall adjourn by 9:00 p.m. unless a majority of the Councilors agree to extend the meeting. All regular and special meetings of the Council, including but not limited to Council workshops and public hearings, will be held in the Council chambers, unless a majority of the Councilors agree to a different location.
[Amended 9-20-2016 by Ord. No. 2016.85]
- j. When, as required by law, the City Council must act as municipal officers, they shall do so during a council meeting. Towards the end of each regular Council meeting there shall be a "public addressing the Council," portion for 30 minutes, when the residents of Biddeford shall be afforded an opportunity to address the City Council on any item of City business which is not before the Council as an order of the day on the Council agenda, over which the Council has direct control, not to exceed three minutes per speaker.
[Amended 1-17-2017 by Ord. No. 2017.8]

Sec. A-2. Rule 2: Rights and duties of members.

[Ord. of 11-6-1996; Ord. No. 99.87, 9-21-1999; Ord. No. 2001.119, 12-18-2001]

- a. At all meetings of the City Council, each member shall occupy the seat assigned to him or her by the Mayor at the first meeting of said Council.
- b. Every member shall take notice of the day and hour to which the Council stands adjourned and shall give his or her punctual attendance accordingly; and shall attend all special meetings properly called.
[Amended 2-4-2014 by Ord. No. 2014.10]
- c. Every member, when about to speak, shall raise his or her hand and upon recognition by the presiding officer shall respectfully address the presiding officer, confine himself or herself to the question under debate, and avoid personalities. No member will be allowed to speak while out of his or her place. Debate must be confined to the merits of the pending question. Members must maintain a courteous tone, especially in reference to any divergence of opinion and shall avoid injecting any personal note into the debate. Members must never attack or make any allusion to the motives of members.
[Amended 2-4-2014 by Ord. No. 2014.10]
- d. Members speaking shall not be interrupted by another, but by call to order; if any member in speaking or otherwise shall transgress the rules of the Council, the presiding officer shall, or any member may, call him or her to order; in which case the member so called to order shall immediately stop speaking

unless permitted to explain; and the Council if appealed to, shall decide whether the member is in fact transgressing the rules or otherwise out of order, but without debate. If the decision is in favor of the member so called to order, that member shall be at liberty to proceed; if otherwise, he shall not speak again on the pending item without approval of the Council.

[Amended 2-4-2014 by Ord. No. 2014.10]

- e. Each member has the right to speak twice on the same motion on the same meeting, but cannot make a second speech on the same question as long as any member who has not spoken on that question desires the floor. No motion to move the question shall take place until each member has had an opportunity to speak once. A member who has spoken twice on a motion on the same meeting has exhausted his or her right to debate that motion for that meeting unless he or she obtains approval of the Council to speak on the same motion again. However, questions generated by discussing Council business or motions may be asked without limit.
[Amended 2-4-2014 by Ord. No. 2014.10]
- f. Every member who shall be present when a question is put shall give his or her vote, unless the Council shall excuse that member.
- g. No member shall be permitted to vote on any question in the City Council, nor in committee, whose private right, distinct from public interest, is immediately involved.
- h. When any member shall be guilty of a breach of any of the rules and orders of the Council and the Council has determined that member has so transgressed, that member shall not be allowed to vote or speak, unless by way of explanation for the same, until that member has recognized his or her transgression before the presiding officer and the Council and immediately ceases the breach. Any member who continues to breach any rule or order of the Council after the Council has determined said breach shall be subject to censorship by vote of the Council, and shall not be recognized in any further action.
[Amended 2-4-2014 by Ord. No. 2014.10]
- i. (Reserved)^[1]
[1] *Editor's Note: Former Subsection i, which prohibited any member from leaving a Council meeting unless excused by the Chair, was repealed 2-4-2014 by Ord. No. 2014.10.*
- j. No member shall be permitted to vote on any question in the City Council, nor in committee, when that member is a member of any organization or entity which has an interest separate and distinct from the public interest and in opposition to the interest of the inhabitants of the City of Biddeford. In any circumstance when a member refuses to abstain from participating in any vote, when that member has a private right or a right separate and distinct from the public interest, the Council shall decide the qualification of that member to participate on that issue.
- k. The members of the Council shall refrain from interference with the daily administration of City business.
- l.

No member shall begin to discuss a matter when no motion is pending, unless the chair authorizes a particular subject to be discussed while no motion is pending.

- m. Any member may place an item(s) on a City Council agenda with the concurrence of at least one other member, with said item(s) being submitted in writing to the City Clerk. The submitted item(s) shall be placed on a City Council agenda within 30 days. The final agenda will be reviewed and approved by the Mayor and Council President.
[Amended 2-4-2014 by Ord. No. 2014.10; 1-17-2017 by Ord. No. 2017.8]
- n. The agenda for regular meetings of the City Council shall be prepared and available in the City Clerk's office to members by 4:00 p.m. on the Wednesday preceding the meeting. The City Clerk shall provide for delivery of any agendas after noon on the Friday preceding the meeting.
[Amended 2-4-2014 by Ord. No. 2014.10]
- o. Each member, when sending an email correspondence from the City email system, shall include the following disclaimer:
[Added 5-3-2011 by Ord. No. 2011.31]

NOTICE: Under Maine's Freedom of Access (Right to Know) Law, documents, including emails, in the possession of public officials about City business are classified as public records. This means if anyone asks to see them, we are required to provide them. There are very few exceptions. We welcome citizens' comments and want to hear from our constituents, but please keep in mind that what you write in an email is not private and could show up in one of the local newspapers.

- p. Members are not permitted use any mobile device for making phone calls, text messaging, emailing or other outside communication while meetings are in progress, unless for emergency purposes.
[Added 2-4-2014 by Ord. No. 2014.10]

Sec. A-3. Rule 3: Proceedings and debates.

[Ord. of 7-21-1998(5); Ord. of 1-5-1999; Ord. No. 2000.122, 10-17-2000; Ord. No. 2003.12, 2-4-2003; Ord. No. 2003.123, 12-3-2003]

- a. In all votes, when the City Council expresses anything by way of command, the form of expression shall be "Ordered" and when it expresses opinions, principles, facts or propositions, the form shall be "Resolved."
- b. All memorials and other papers addressed to the Council shall be presented by the presiding officer, who shall explain the subject thereof, and they shall be taken up in the order in which they were presented, unless the Council shall otherwise direct.
- c. After a motion is stated or read by the presiding officer, it shall be deemed to be in possession of the Council, and shall be disposed of by vote of the Council unless the mover, with consent of the party seconding, withdraws it before a decision or amendment.
- d.

Every motion shall be reduced to writing if the presiding officer shall so direct or any member request it.

- e. All questions shall be propounded in the order in which they are moved, unless the subsequent motion be previous in its nature, except that in naming sums and fixing times, the largest sum and the longest time shall be first put.

- f. When a question is under debate no motion shall be received but:

First	To adjourn
Second	To lay on the table
Third	For the previous question
Fourth	To commit
Fifth	To postpone to a day certain
Sixth	To amend
Seventh	To postpone indefinitely

Which several motions shall have precedence in the order in which they are arranged.

- g. No motion to postpone or commit shall be allowed twice on the same day in the same stage of the ordinance or proposition.
- h. The previous question shall be in this form: "Shall the main question now be put." It shall only be admitted when demanded by a majority of the Council; and until it is decided, shall preclude all amendments and further debate of the main question.
- i. A motion for reconsideration of a vote shall be open to debate, and only by a member voting with the majority; and only one motion for the reconsideration of any vote shall be permitted.
- j. No motion or proposition on a subject different from that under discussion shall be admitted under color of an amendment.
- k. The divisions of a question may be called for when the sense will admit it.
- l. All orders, resolves and reports may be committed or recommitted at the pleasure of the Council.
- m. When the reading of a paper is called for which has been before read to the Council, and the same is objected to by any member, the question of reading shall be determined by a vote of the Council.
- n. When two or more members happen to request to be recognized at the same time, the presiding officer shall name the member who is to speak first.
[Amended 1-5-2016 by Ord. No. 2016.2]
- o. The yes and no votes shall be taken on any question, upon the request of any member present.
[Amended 2-4-2014 by Ord. No. 2014.10]
- p. Any public comment on any Council order, resolve or ordinance, when allowed by state law or the Council shall not exceed three minutes per individual speaker. Such persons shall be permitted to speak only once on an item and

shall confine their remarks to the merits of the order, resolve or ordinance before the Council.

[Amended 2-4-2014 by Ord. No. 2014.10]

- q. Procedure for addressing the Council on agenda items or during the municipal officers meeting:
- (1) No public comment shall be permitted on the following agenda items: personnel matters, informational reports or communications from boards and commissions, staff or other organizations or entities; appointments and administrative action implementing prior action to the Council where that prior action had permitted public comment.
 - (2) On items other than those set forth in Subsection (1) above, public comment shall be permitted only once prior to final Council action. Except as specifically decided by the Council, such public comment shall occur at the advertised public hearing or at the first reading of such item. The public also may address the Council on proposed amendments at either the first or second reading.
 - (3) Persons wishing to address the Council on an item which appears on the agenda, and upon which public comment is permitted under Subsections (1) and (2) above, shall wait until the presiding officer announces the consideration of such item, at which time they may address the Council on that particular item. Any presentation on an issue or introductory information regarding the issue shall be presented prior to the public requesting or receiving an opportunity to address the Council. Once the Council has begun its deliberations on an item, no person shall be permitted to address the Council on such item. This subsection does not pertain to City staff or members of the public who may be called upon by the Chair or a member to give clarification on an issue under consideration by the Council.
 - (4) Any person wishing to address the Council shall signify such desire by raising his or her hand and, when recognized by the presiding officer, such person shall thereupon request permission to address the Council giving his or her name and physical address and designating the subject matter to the Chair.
 - (5) Persons present at Council meetings or at a municipal officers meeting shall not interrupt, nor applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting.
 - (6) The presiding officer may limit or cut off any commentary that he or she determines is not germane or that is discourteous, slanderous, abusive, or not in accord with good order and decorum. This will be prompted by a call to order by any member when appropriate.
 - (7) No public comment shall be allowed on matters related to ongoing or threatened litigation involving the City, its elected officials and/or employees. A person who shall continue to violate these rules, after warning by the presiding officer, shall be ejected. The Council may, at its discretion, suspend or prohibit a person from addressing the Council or the municipal officers.

Sec. A-4. Rule 4: Ordinances; resolutions; orders.

[Ord. of 4-4-1995]

- a. All orders and resolutions imposing a penalty or authorizing the expenditure of money shall have more than one reading before they shall be finally passed by the Council.
- b. No ordinance, order or resolution imposing a penalty or authorizing the expenditure of money shall have more than one reading on the same day, except as allowed under Article III, Section 8, of the Charter of the City of Biddeford.
- c. Every new ordinance or amendment to an ordinance shall be read and voted on two separate days in accordance with Article III, Section 8, of the Charter of the City of Biddeford. Article III, Section 8, shall govern the passage of ordinances.

Sec. A-5. Rule 5: Committees.

[Ord. of 1-2-1979(15); Ord. 1-4-1994; Ord. of 4-4-1995; Ord. of 4-4-1995; Ord. of 2-2-1999; Ord. No. 99.112, 12-13-1999; Ord. No. 2000.112, 10-3-2000; Ord. No. 2003.130, 12-16-2003]

- a. The following shall be the standing committees of the City Council: Personnel; Capital Projects/Operations; Policy; Finance; Public Safety.
[Amended 8-19-2014 by Ord. No. 2014.79]
- b. (Reserved)^[1]
[1] *Editor's Note: Former Subsection b, which provided for the establishment of the Finance Committee was repealed 2-4-2014 by Ord. No. 2014.10. For current provisions, see now Subsection a. Prior provisions setting forth the composition for the Coordinating Committee, were repealed 11-4-2010 by Ord. No. 2010.118.*
- c. The Capital Projects/Operations and Policy Committees shall consist of a chairperson, two Council members and two citizens. The two citizen members shall be appointed by the Mayor and confirmed by the Council. No citizen member may be a chairperson.
[Amended 2-4-2014 by Ord. No. 2014.10]
- d. The Personnel Committee shall consist of a chairperson who shall be a City Councilor and three Council members. There shall be no citizen members on the personnel committee.
- e. (Reserved)^[2]
[2] *Editor's Note: Former Subsection e, regarding the membership of the Public Safety Committee, was repealed 3-21-2017 by Ord. No. 2017.27.*
- f. The Council committees are subagents of the full Council which is the sole governing body of the City of Biddeford. The committees are delegated various functions by the full Council and are to provide recommendations upon which the full Council will act. The committees will examine the

appropriate subject matter before them, collect the facts pertaining thereto and make a report which will recommend what action, if any, should be taken by the full Council. Additionally, each committee may take whatever action specifically authorized by the Charter, ordinance, or state law.

g. In general, the committees shall have the following subject matter before them:

(1) ^[3] Finance Committee. The duties of the Finance Committee are set forth in the City Charter.

^[3] *Editor's Note: Former Subsection f(1), Coordinating Committee, was repealed 11-4-2010 by Ord. No. 2010.118.*

(2) Personnel Committee. The Personnel Committee will investigate matters pertaining to employment matters with the City of Biddeford. It shall review the salaries of department heads and the City Manager. In the event of a termination hearing, for cause, it shall serve as a fair hearing authority before whom an impartial hearing shall take place involving the subject municipal employee.

[Amended 2-4-2014 by Ord. No. 2014.10; 1-5-2016 by Ord. No. 2016.2]

(3) Capital Projects/Operations Committee. The Capital Projects/Operations Committee shall establish a five-year plan for implementation of major capital improvements in the City. It shall review matters involving the Public Works Director, Public Works Department and public property issues. This committee shall review the City's claims issues, insurance issues, making appropriate recommendations to the full Council when necessary. It shall coordinate with the Capital Projects Committee when necessary if issues involve the use of capital improvements within the City.

[Amended 1-5-2016 by Ord. No. 2016.2]

(4) Policy Committee. The Policy Committee shall be responsible for establishing and recommending ordinance language, Code revisions, (except for Chapter 42, Motor Vehicles and Traffic, and all other matters and ordinances that relate to Public Safety) and City policy to the full Council. The Policy Committee shall coordinate with the City Planner and the Code Enforcement Officer regarding the amendment, establishment and/or update of the City's land use ordinances.^[4]

[Amended 8-19-2014 by Ord. No. 2014.79]

^[4] *Editor's Note: Former Subsection g(5), Public Safety Committee, which immediately followed, was repealed 3-21-2017 by Ord. No. 2017.27.*

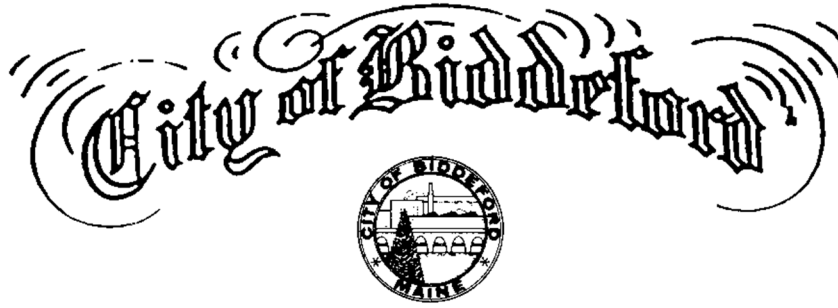
h. Each committee meeting is a public proceeding as defined in 1 M.R.S.A. § 402 (2). Each committee may hold executive sessions pursuant to the conditions and limitations expressed in 1 M.R.S.A. § 405. Should a committee vote, in public, to proceed into executive session, only those members of the committee shall be present in the executive session.

Sec. A-6. Rule 6: Rules.

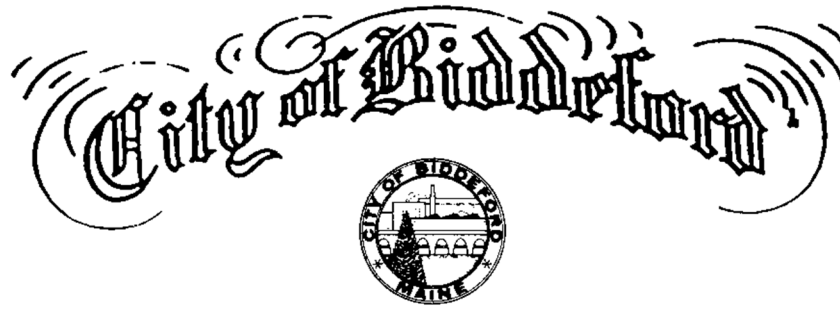
a. The rules or orders of the Council shall be observed in all cases unless suspended by a vote of the members present, for specific purposes.

[Amended 12-7-2011 by Ord. No. 2011.81; 2-4-2014 by Ord. No. 2014.10]

- b. No rules or orders of the Council shall be repealed or amended unless the members of the Council concur therein.
[Amended 12-7-2011 by Ord. No. 2011.81]
- c. The above rules and orders are hereby adopted and all rules and orders inconsistent with the above are hereby repealed.



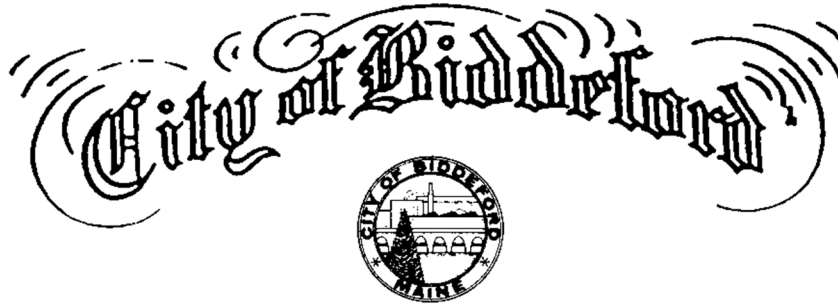
2017.131 **IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017**
BE IT ORDERED, that Mayor Alan Casavant's appointment of **STEPHEN ST. CYR**
to the Finance Committee be confirmed.



2017.132

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

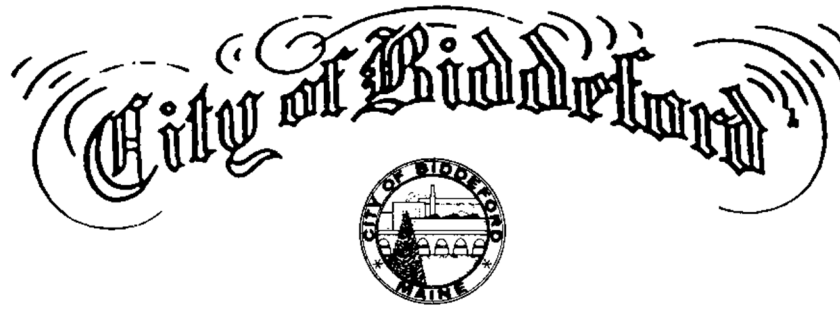
BE IT ORDERED, that the Council President's appointment to the Finance Committee be confirmed.



2017.133

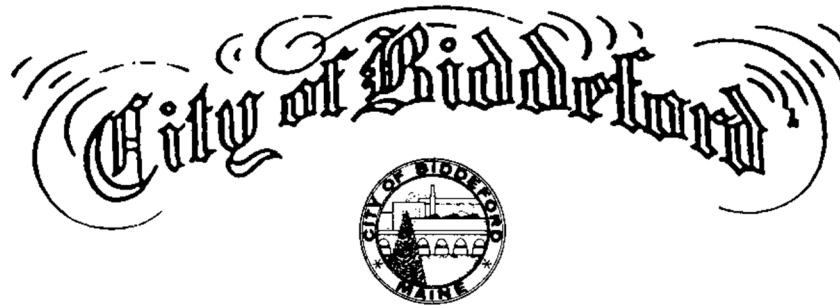
IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that Mayor Casavant's appointment of Keith R. Jacques and the firm of Woodman Edmands Smith Danylik, Austin & Jacques, P.A., as City Solicitor, in accordance with the Charter of the City of Biddeford be confirmed.



2017.134 **IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017**
BE IT ORDERED, that I, Alan Casavant, Mayor of the City of Biddeford, do hereby
appoint the following Councilors to the CAPITAL PROJECTS/OPERATIONS
COMMITTEE:

Robert Quattrone Jr., CHAIR
Victoria Foley
Laura Seaver



2017.135

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

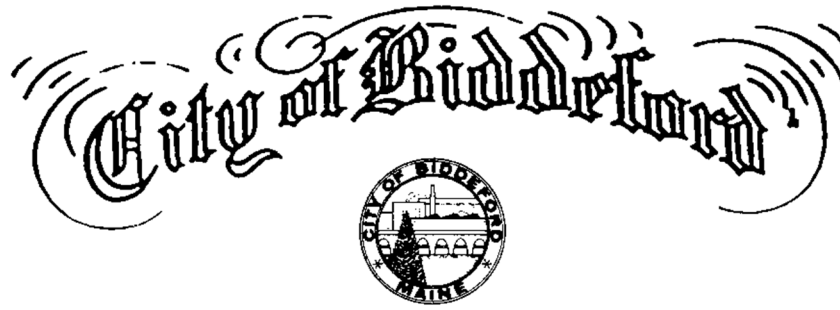
BE IT ORDERED, that I, Alan Casavant, Mayor of the City of Biddeford, do hereby appoint the following Councilors to the PERSONNEL COMMITTEE:

John McCurry, Jr., CHAIR

Norman Belanger

Michael Ready

Stephen St. Cyr



2017.136

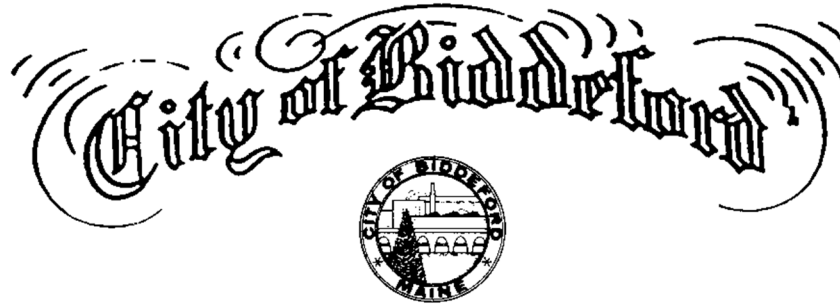
IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that I, Alan Casavant, Mayor of the City of Biddeford, do hereby appoint the following Councilors to the POLICY COMMITTEE:

Laura Seaver, CHAIR

Norman Belanger

Marc Lessard



2017.137

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that I, Alan Casavant, Mayor of the City of Biddeford, do hereby appoint the following Councilors to the following committees and commissions:

Cable TV Committee: *Michael Swanton*

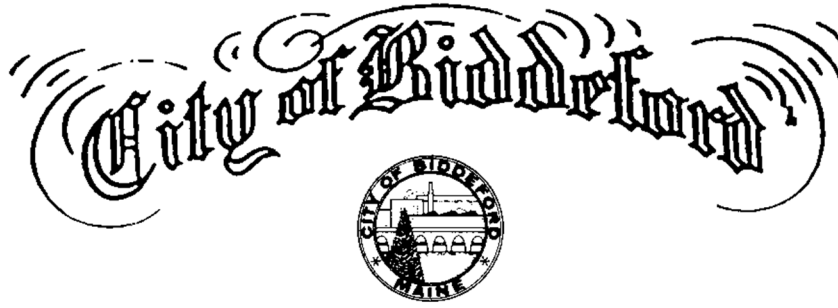
Downtown Development Commission: *Victoria Foley*

Saco Joint Committee: *Michael Ready; Michael Swanton*

Solid Waste Management Commission: *Marc Lessard; Michael Swanton*

Wastewater Management Commission: *Robert Quattrone, Jr.*

York County Budget Committee: *Marc Lessard*



2017.138

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does here approve the purchase of Wearable Video System (Body Cam) from WatchGuard Inc. of Allen Texas, for the Biddeford Police Department; with a total purchase price of \$47,040. This purchase is funded through C.I.P.

Device	Qty	Per Device	Watchguard	Per Device	Digital Ally
Body Cam	30	1129	33870	560	16800
Dock Station	32/36	1495	5980	3025	9075
Veh. Docs	10/30	450	4500	405	12150
USB Station	2	95	190		
Client License	5			395	1975
Server Software			existing	1595	1595
Installation/Training			2500		2700
SubTotal			47040		44295
Additional Server Costs			existing		2500
Total not inc. storage			47040		46795
Storage			???		???

Meets all specs

- No Wi-fi downloads from vehicles
- No GPS
- Pre Event on 60 seconds, instead of 2 minutes
- Event tagging must be done on server, not on fly.
- Does no itegrate with Watchguard
- Warranty does NOT include battery
- No fault warranty not covered.
- No rapid device checkout, which means officer assignme

Due: Wednesday, November 15th, 2017 at 3:00 p.m.



Proposal for Wearable Video System

Biddeford, Maine



Submitted by
WatchGuard, Inc.



WatchGuard, Inc.
415 Century Parkway, Allen, TX 75013
1.800.605.MPEG (6734)
www.watchguardvideo.com



13th of November, 2017

Biddeford Police Department
Attn: William H. Gooch
39 Alfred Street
Biddeford, ME 04005

Reference: RFB for Wearable Video Systems

We are pleased to present the VISTA HD Wearable Camera and Evidence Library 4 video evidence management system.

WatchGuard Video has designed and engineered a complete video solution from the ground up that completely integrates the VISTA wearable camera with the Evidence Library software. This development effort was focused on addressing and correcting a lot of issues typically associated with wearable camera deployments as well as adding innovated features and capabilities to improve quality and user experience.

VISTA sets new standards in ruggedness, overall performance, and ease of use. Unlike nearly every competing system, VISTA is constructed with industrial grade components and is manufactured in the U.S.A. It is capable of recording both High Definition and Standard Definition video, and is able to record up to 9 hours of continuous HD video.

Evidence Library 4 (EL4) is an enterprise class server application supporting client connections, video sharing and a host of other features. EL4 sets a new standard for back-end capability and ease of use. EL4 provides advanced file management, a graphical search engine, the ability to share important evidence, and a feature-rich media player, which is all accessible from a convenient Web Client.

Respectfully Submitted,
Kyrie Endres

Kyrie Endres
Proposal Manager

415 Century Parkway • Allen, TX • 75013
Toll Free (800) 605-6734 • Main (972) 423-9777 • Fax (972) 423-9778
www.WatchGuardVideo.com

Contact Information:**Point of Contact**

Kyrie Endres, Proposal Manager
(214) 785-2608 - Direct

bids@watchguardvideo.com - Email

Company

WatchGuard Video
415 Century Parkway
Allen, TX 75013
(800) 605-6734 – Toll Free
(972) 423-9777 – Main
(972) 423-9778 – Fax

415 Century Parkway • Allen, TX • 75013
Toll Free (800) 605-6734 • Main (972) 423-9777 • Fax (972) 423-9778
www.WatchGuardVideo.com



REQUEST FOR BID

BIDDEFORD POLICE DEPARTMENT
Contact person: William H. Gooch - Email: william.gooch@biddefordmaine.org
39 Alfred Street, Biddeford, Maine 04005
Phone: 207-282-5127

REQUEST FOR BID - WEARABLE VIDEO SYSTEMS

Bid Number:	
Date and Time of bid opening:	November 15, 2017
Estimated Number of Systems:	30

The purpose of these specifications is to provide the Biddeford Police Department with wearable cameras for law enforcement and emergency vehicle use at the most competitive price with respect to officer use, quality, upgradeability, and other considerations. These specifications are the MINIMUM standards allowed, and are to include mounting hardware and all necessary equipment for a complete working system. In consideration of the specifications, this agency has taken into account court acceptance, staff involvement, storage, and hidden cost or lack thereof in setting the minimum standards.

All bidding, contract, and other related laws are incorporated by silent reference whether or not they are specifically stated in this document. It is the sole responsibility of any bidder to know and comply with any and all related laws. Any clarifications or questions regarding this bid must be submitted in writing to the above address no later than five (5) working days in advance of the opening date. All references to quantities are estimated, and are not binding or absolute. Final decision regarding the purchase, if any, will be made by the agency after the bid opening, appropriate funding verification, and required approvals are received. Upon announcement of this bid no contact is to be made regarding this bid or its specifications to any person other than the contact person listed above. Violation shall immediately disqualify any prospective bidder. All agency personnel are required to report any such contact.

All bidders must comply with the format of this bid and all pages returned with the submission. Facsimile or e-mail bids will be considered "non responsive". Product literature and any supportive information should be submitted with the bid. Failure to indicate "Comply" or "Non Comply", or leaving other lines blank may be considered "non responsive" regardless of price. Unsigned bids will automatically be rejected. All bids must guarantee prices for a period of at least ninety (90) days from the opening date. Bidder shall initial or sign each page of the bid acknowledging both receipt and acceptance of the terms, conditions, and/or specifications. Upon mutual agreement between agency and bidder, the bid prices may be extended for a period of up to one (1) year past the price guarantee for additional purchases without the requirement of a new bid. All bids are FOB to the agency specified location, with prepaid and shipping charges included in price. Regarding any discrepancy between the unit and extended price, the each unit price shall prevail. Any mechanical, manual, and or typing correction must be initialed by bidder at each correction.

All bids must be sealed and received prior to the specified opening date and time. All bids shall indicate in the lower left corner of the sealed container the bid number (if applicable), title of bid, and date and time of opening. Bids not properly labeled and/or opened in error will be disqualified. Late bids will be rejected unless they are received by the agency prior to the opening time and date, labeled properly, and the bidder is able to provide verifiable proof of delivery. Opening time is considered to be 3:00 PM unless otherwise stated above. When an opening time is indicated above, it shall prevail.



Item #	Specification	Meets Specification?	
		Yes	No
1	Video Recording Resolution - Camera must record High Definition video at a resolution of 1280x720 (720P) with a 16:9 wide screen aspect ratio. Camera must also be able to record Standard Definition video at a resolution of 864x480 (480P) with a 16:9 wide screen aspect ratio.	X	
2	Camera Mounting - Camera must be able to be mounted to the uniform using a secure mount that that is attached by both magnets and pins to the uniform and can be attached to the right or left side just below the shoulder. The camera must also have additional mounting options including a rotating shirt clip and duty belt clip.	X	
3	Video Storage - Camera must have internal storage of 32GB of solid state storage.	X	
4	Battery Life - Camera must have the capability of recording in the highest quality setting for at least 9 full hours.	X	
5	Optional WiFi and GPS - Camera must offer an optional version with integrated WiFi and GPS. GPS must provide camera with time and date information. GPS equipped unit must also embed video with synchronized playback data so multiple video may be played back simultaneously, and within 200 milliseconds of one another.	X	
6	Mobile App - Camera must support an optional iOS Mobile Application which connects to the camera with WiFi to support full frame playback of events. Mobile app must also support live view and event categorization.	X	
7	Pre-Event Timer - Camera must support settings of off (disabled) up to 2 minutes of pre-event time allowing video to be added to the beginning of every recording. Pre-event time must be silent by default, but administratively configurable for audible pre-event.	X	
8	Record-After-The-Fact - Camera must support the ability to retrieve an event that did not allow an officer to push record in a timely fashion. Record-After-The-Fact must be enabled only with administrative access and by default be silent video. Record-After-The-Fact must allow for recovery up to at least 3 hours after the incident occurred.	X	
9	Video Transfer and Charge Mechanism - Camera must use a USB connected Docking Base to charge and transfer video to the back office application.	X	
10	Video Transfer Speed - Camera must be capable of transferring video from the USB base to a PC at a speed of two minutes per GB of data or faster.	X	
11	Automatic Transfers - Camera must support the ability to be connected to a USB base and have the video transfer begin automatically without requiring any further actions by the user. Additionally, if the camera is powered off or the battery is dead, the USB base must power it on and automatically initiate the transfer process.	X	
12	Multi-Bay Transfer Station - Camera must support an optional multi-bay transfer station with a minimum of 8 docking bays. Transfer station must connect directly to the agency network using a 1 Gbps Ethernet connection and support the simultaneous download of 8 concurrent cameras.	X	

KE

Item #	Specification	Meets Specification?	
		Yes	No
13	Backlit LCD Screen – Camera must have a backlit LCD screen to display: battery condition, memory space used and available, number of recordings, incident categories, current recording duration current time/date and assigned officer.	X	
14	Selectable Officer Names – Camera must include a simple method for checking out a camera to an officer and then visibly displaying the name of the officer on the backlit LCD screen.	X	
15	Event Categorization – Camera must include the ability to categorize events directly on the camera without the need for a connection to a separate device like a smartphone or computer.	X	
16	One Button Record – Camera must be able to be activated by pressing one button and then using that same button to stop the recording.	X	
17	Automatic Activation – GPS and WiFi equipped camera must support activation from vehicle +12volt sources such as the vehicle light bar.	X	
18	In-Car Video Integration – Must support full integration with the 4RE in-car video system. Body worn camera must remove the need for a wireless microphone by providing the audio for the in-car system during synchronized playback with 4RE in-car video recordings. The body worn camera must also provide an additional camera view for the in-car video system and automatically inherit event properties, including: officer name, event category, case number, etc.	X	
19	Distributed Multi-Peer Recording – GPS and WiFi equipped camera must support intelligent WiFi link between in-car video systems and other linked body worn cameras so that each is aware of the recording status of the others so that if any camera is activated to record, the others being aware of its status will also begin recording. A minimum of 5 body cameras must be able to be linked to an in-car video system using a single docking base and allowing a group recording to be initiated from any device.	X	
20	Covert Mode – Camera must be able to be placed in covert mode by the officer. Covert mode must mute all sound and notifications as well as turn off all lights.	X	
21	One Year Warranty – Warranty shall be a minimum of one (1) year from the date of shipment. The warranty must cover the battery.	X	
22	No Fault Warranty – A no fault warranty covering all accidental damage for a period of three (3) years must be optional.	X	
23	Back Office Server Software – System must show pricing for the back-office server software. Server software must be Windows Server 2008 R2 64-bit / Windows Server 2012 / 2012 R2 compatible and utilize Microsoft SQL Server 2008 R2 Standard / Microsoft SQL Server 2012 for its database backend.	X	
24	Client Web Application – System must support a client application that runs in common modern browsers such as Internet Explorer, Edge, Chrome, and Safari.	X	
25	Device Management – System must push configurations and firmware upgrades to connected cameras.	X	

Item #	Specification		Meets Specification?
	Yes	No	
26	X		Rapid Device Checkout – In order to allow the sharing of cameras, system must optionally support the rapid checkout of a camera from an Ethernet transfer station from a browser-based application. Application must allow devices to be checked out from a specific location or from only specific transfer stations. Rapid device checkout must automatically select the camera with no remaining video to offload and with the highest level of battery charge.
27	X		Security Management – System must have the ability to integrate with Active Directory. System must have fully customizable user and group based permission that allow administrators to tailor each user's ability to use the system. Specific permissions must be able to allow access to; login and view one's video, others video, restricted video, export video, evidence management, security management, fleet management, edit event data.
28	X		Evidence Management - System must allow evidence to be deleted or archived automatically on a schedule or manually according to customizable retention period.
29		X	Tiered Video Storage – Video evidence management must support a combination of on premise and Microsoft Azure Government Cloud storage. Video management system must allow for video files to automatically be moved from on premise to cloud storage after an administratively defined time period.
30	X		Export Playback - When exporting video, the system must automatically include a standalone playback application to be included with the exported video. When used on another computer, the playback application must run solely from the export media (DVD, USB, etc.) and not require any software installation on the local playback computer. Video must also be accompanied by a full audit log showing every time the event was moved, reviewed, or exported with full MD5 hash verification data.
31	X		Client Playback Buffering - System must have a built in buffering scheme so that playback from a client begins as soon as the event has downloaded enough of a buffer to begin playback. Systems that require the full event be cached locally before playback initiates will not be considered.
32	X		Export Video Anywhere with Permission - System must allow the video to be exported by a user with the appropriate permission from any client computer. Systems that allow exporting video from only a single workstation will not be considered.
33	X		Integrated Case Management – Software must have Case Management functionality for the purpose of managing other types of digital media/evidence. Cases must be able to be created as part of a record event from the wearable camera system or completely independent of a record event.
34	X		Record Event Trimming Feature – Software must support the ability to trim video for the purpose of removing part of the video file by trimming the beginning and/or end portions of the event. The trimmed file must be saved as a new file in order to preserve the original file.
35	X		Redaction – Optional redaction software must be available that supports: automated face detection, forward and backward object scanning, and selective audio muting.

Item #	Specification		Meets Specification?
	Yes	No	
36	X		
37	X		
38	X		

Upon request of the agency, a working demonstration shall be provided by a representative of the bidder or by delivery of a sample unit to the agency within 15 working days of the written request. Any and all cost related to this demonstration shall be incurred by the bidder.

Final determination of any purchase will not be exclusively on price. Factors that may be considered are price, ease of installation, interface options, service, warranty, ease of programming, ease of use for the officer with intuitive graphical menus, options, manufacturing support, and other areas determined by the agency.



Exceptions to Specifications

Bidder must provide detailed explanation for any specifications not fully met by the proposed product. Using the following format, indicate both the Item # and explanation for each exception taken. If no exceptions are taken, state as such.

If no exceptions are taken, state as such.

Line # Exception (use additional sheets if necessary)

NO EXCEPTIONS TAKEN

[illegible]

[] Mark here if any additional pages of exceptions are to be attached as part of this bid.

Initial Here: 3/0

Bidder's Offering for Body Worn Video Systems

WatchGuard, Inc. (Bidder) hereby submits the following bid for the above specifications. By my signature below, I am authorized to sign this bid and obligate the bidder to the offering, the terms and conditions, implied and included. If I am not the manufacturer of the item(s) bid, I am an authorized reseller, distributor or other legal representative of the manufacturer for the purpose of this bid and have the ability to deliver the product bid.

30 (qty) units X \$ 979.00 each equals \$ 29,370.00 total

Total bid amount \$ 59,890.00
(If quantity discounts are offered, indicate on attachment and [] check here)

WatchGuard, Inc. (manufacturer) VISTA WiFi (model number)

Available Accessories (including Servers, Software, Maintenance and Services)
Attach additional pricing pages if necessary.

Please see attached for additional accessories included in Total

\$ each

\$ each

\$ each

\$ each

☒ corporation, [] partnership, [] sole proprietor, [] individual

☒ manufacturer, [] distributor, [] agent, [] other

30 (guaranteed shipping days after receipt of order including weekends and holidays)

Terms: Net 30 Prices guaranteed for 90 calendar days

WatchGuard, Inc. (legal name of bidder)

(DBA if appropriate)

11-3717781 (FIN or SS number)

Kyrie Endres, Proposal Manager

(printed name and title)

415 Century Parkway

(address)

Allen, TX 75013-8043

(city, state, zip)

(972) 423-9777 (phone) (800) 605-6734 (toll free) (972) 423-9778 (fax)

Note all Exceptions taken on previous page (if none so state) NONE

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SOLUTION COST BREAKDOWN

Item #	Description	Qty.	Unit Price	Extended Price
BODY CAMERA HARDWARE				
1	VISTA HD WIFI Wearable Camera Includes: Mounting Hardware and One (1) Year warranty on All components	30	\$979.00	\$29,370.00
2	VISTA HD, USB Charge and Upload Docking Base	2	\$95.00	\$190.00
3	4RE, VISTA, Smart POE Switch Connects the 4RE In-Car Video System to the VISTA HD Wi-Fi wearable camera in the vehicle	10	\$250.00	\$2,500.00
4	VISTA HD 8 Bay Ethernet Transfer Station	4	\$1,495.00	\$5,980.00
5	VISTA, VISTA HD, WIFI Charging Radio Base Station	10	\$200.00	\$2,000.00
EVIDENCE MANAGEMENT SOFTWARE				
6	Evidence Library 4 - VISTA Device License (Per Year) Includes 1st year of Software Maintenance	30	\$150.00	\$4,500.00
ON PREMISE VIDEO STORAGE / BACK OFFICE HARDWARE				
7	Server, 4RE, 16 HDD, 3U, 6-15 Concurrent Cars, 5CAL, Gen 3 3U rack mount, 16 SATA hard drive bays, plus 2 X 128GB SSD 60bps drives for the OS Partition, SAS backplane, dual 1200W power supplies, Intel XEON E5-1620 V3 3.5 Ghz 4 Core 8 Thread, 8GB (2x4GB), 1.2 V, DDR4 2133 ECC, LSI 9361-4i 12GB RAID SAS, PCIe 3.0, Microsoft Windows Server 2012 R2 64-Bit, Microsoft SQL Server 2012 Standard (5 CALs), 3 Year full service (on-site or reimbursed) warranty.	1	\$7,750.00	\$7,750.00
8	Video Storage Hard Drive, 6TB	12	\$425.00	\$5,100.00
WARRANTIES AND MAINTENANCE				
9	VISTA Warranty, 1st Year (Months 1-12)	30	--	Included
10	Warranty, VISTA WIFI, 3 Year No-Fault Replaces standard warranty and must be purchased up front		\$450.00	\$0.00
11	Warranty, VISTA WIFI, Hardware and Software Bundle Replaces standard warranty and must be purchased up front		\$650.00	\$0.00
12	Evidence Library 4 Software Maintenance, 1st Year Included in Evidence Library Device License. Basic CLOUD-SHARE: 24 Shares per Device	30	--	Included
13	Evidence Library 4 Software Maintenance, 2nd Year Basic CLOUD-SHARE: 24 Shares per Device		\$150.00	\$0.00
14	Evidence Library 4 Software Maintenance, 3rd Year Basic CLOUD-SHARE: 24 Shares per Device		\$150.00	\$0.00
15	Evidence Library 4 Software Maintenance, 4th Year Basic CLOUD-SHARE: 24 Shares per Device		\$150.00	\$0.00
16	Evidence Library 4 Software Maintenance, 5th Year Basic CLOUD-SHARE: 24 Shares per Device		\$150.00	\$0.00
IMPLEMENTATION SERVICES				
17	System Configuration - 1st Location Includes: Configuration services per location WG Technical Services on-site installing and configuring Evidence Library, Remote Client, and SQL database Programming all access points and available DVR units End-to-end system testing Training for: hardware end users, back office software users, and system administrators	1	\$2,500.00	\$2,500.00
SOLUTION TOTAL				\$59,890.00

OPTIONAL ITEMS				
Item #	Description	Qty.	Unit Price	Extended Price
1	VISTA HD 7 Port USB Hub		\$30.00	
2	VISTA USB Charge and Upload Docking Base		\$95.00	
3	VISTA HD Chest Mount with Straps		\$80.00	
4	VISTA HD, Locking Magnetic Chest Mount (without Straps) - KIT1		\$50.00	
5	VISTA HD Duty Belt Clip		\$20.00	
6	VISTA HD Shirt Clip with Slider		\$30.00	
7	VISTA HD, Molle Vest Adapter Clip		\$20.00	
8	VISTA HD, Tripod Mount Base Adapter		\$35.00	
9	VISTA HD, Velcro Backing Plate (with Hook/Loop Velcro Set uninstalled)		\$20.00	
10	VISTA HD, "Klick Fast" Mount Adapter		\$35.00	
11	VISTA HD, Ram Mount Kit		\$35.00	
12	VISTA HD, Suction Cup RAM Mount Kit, 6" Arm		\$125.00	
13	VISTA HD Standard Battery, LI-ION, 3.6V 2700MAH		\$40.00	
14	VISTA HD Extended Battery, LI-ION, 3.6V 4050MAH		\$55.00	
15	Evidence Library 4 - Full Cloud Share (per device, per year)		\$45.00	
16	Evidence Library 4 - Extended Cloud Share (per device, per year)		\$100.00	

Biddeford Police Department

Wearable Video Systems

Request For Bid

Opening Date: November 15, 2017

Submitted by



9705 Loiret Blvd | Lenexa, KS 66219
800.440.4947 | 913.814.7774 | digitalallyinc.com

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Digital Ally, Inc. | Company Information

Corporate Headquarters Location

Digital Ally, Inc.
9705 Loiret Boulevard
Lenexa, KS 66219
w: www.digitalallyinc.com
p: 913.814.7774
toll free: 800.440.4947
f: 913.814.7775

Corporation Information

Digital Ally is a publicly held corporation traded under the symbol "DGLY". We were incorporated in the State of Nevada on December 13, 2000. Digital Ally is overseen by a board of directors and Stanton E. Ross currently sits as the Chairman and CEO. Our company manufactures reliable, rugged, easy to use body worn and in-car video recording systems for law enforcement agencies

Contact Information

Maine Sales Representative

John Saunders
p: 913.232.5348
e: John.Saunders@digitalallyinc.com

Proposal Contact

Nicole Leiker
p: 913.814.7774
e: bids@digitalallyinc.com

Company Qualifications

Established in 2004, Digital Ally, Inc. adopted a “think tank” approach, utilizing multi-disciplined engineers, sales and support staff, as well as collaborating with cutting-edge firms to design innovative products. Digital Ally, Inc.’s products have been developed for applications in industries such as law enforcement, fire, EMS, and commercial fleet management.

Digital Ally, Inc. revolutionized mobile video by introducing a complete video system integrated into a rear-view mirror that provides a more efficient use of space in vehicles, as well as providing a user-friendly system that can be positioned so it is not distracting to users. All of the video systems designed by Digital Ally, Inc. offer many important benefits such as being fully-automatic, capturing irrefutable evidence, and total solution design and support. Digital Ally, Inc. has also developed a dynamic, comprehensive back office software and cloud solution for easy management, review, and archiving of recorded evidence.

We presently have approximately 140 employees, plus approximately 7 Sales Representatives in the US, and an additional 40 Sub-Agents. We have 40 International distributors representing us throughout the world. Digital Ally has approximately 50,000 units deployed in all 50 states across the U.S., as well as 90 foreign countries. In addition, we have been awarded several contracts with purchasing cooperatives to include GSA, Purchasing Cooperative of America (PCA), MIDFAL, PA COSTARS, TX-DIR, NPP Gov, and more.

Since the introduction of the DVM series of In-Car Video Systems, we have expanded our product offering to include the **FirstVu HD** line of body-worn cameras, the VuLink™ body-camera auto activation unit, VuVault.Com evidence management and cloud storage solution, and the MicroVu in-car camera solution. New products are always in the pipeline to enable our customers to stay up to date with the latest in technology. Digital Ally is determined to provide solid state digital video systems and Law Enforcement products that are simple to operate, will enhance officer safety, reduce liability, be trouble free, long lasting and cost-effective. With new, forward-looking products being designed constantly, Digital Ally, Inc. strives to offer customers the solutions they need to capture the truth in situations where it matters the most.



Introducing the FirstVu HD

The FirstVu HD is impact and weather resistant and utilizes solid state memory. The versatile design of the camera module and recording unit allows the system to be mounted in multiple locations, including on a K9 companion. The unit is small and lightweight, weighing less than four ounces, with a user-replaceable battery and it is fully compatible with our VuVault back end software and VuVault.com Cloud.

Stable and tough, the solid state memory in the FirstVu HD is unaffected by violent motion. The versatile design of the camera module and recording unit allow the system components to be worn together or mounted separately in a variety of locations.



Specifications:

Video Resolution	720p (1280x720) or VGA (640x480)
Field of view	H=95°, V=80°, D=130°
Low Light Sensitivity	.08 Lux (minimum); Fixed focus lens
Pre-Event Buffer	60 seconds video & audio; adjustable in one second increments
Internal Memory	32 GB secure internal memory
Encryption	H.264 codec with configurable quality settings
Secure Media Access	May be configured so only designated computers can access recordings
Covert Mode	Deactivates LEDs on the camera (vibrating confirmations and DVR LEDs remain on)
Connection	Mini-USB for uploading recordings and charging (Docking Station optional)
Weather Rating	general water rating that is IP56
Humidity	10 -90% RH, non-condensing. IP56 water resistant camera head
Operating Temperature	-20° to +70° C
Storage Temperature	-40° to +80° C
Weight	Camera and Cable = .8 oz Body (DVR) = 3.1oz
Dimensions	2 5/8"(w) x 4"(h) x 5/8"(d) (Main Recorder) 1 1/8"(w) x 1 1/2"(h) x 1.0"(d) (Camera Module)
Battery Size	3.7vDC 2,200mAh, Rechargeable Lithium Ion Polymer Battery Field replaceable
Quality Settings	8 HD & SD Modes/fps 1 extended life or 2 batteries, and chargers included
Record Time	10 hours in HD (High Quality Setting) 54 hours in SD (Lowest Quality Setting)
Videos	Records non-proprietary AVI Videos



1	Camera Port
2	Status LED's
3	Record Start / Mark / Record Stop
4	USB Port
5	Power On-Off
6	Battery Cover
7	Microphone ON / OFF

The FirstVu HD is simple to operate with or without gloves. Once the DVR is turned on, recordings can be started or stopped by holding down on the *Record Start/Stop* button. This same button can be used to "mark" video files during recording for reference later during the video review. To stop recordings, simply press and hold the *Record Start/Stop* button again. Audio can be turned on or off, or the choice to keep audio always on or always off can be set by an administrator through the VuVault or VuVault.com back office software during setup.

FirstVu HD Controls

Metadata	Saves Date/Time Stamp & Marks	
	Extended Life Battery	up to 16 hours Standby (or up to 96 hours with no activity)
	Life	up to 8 hours continuous record time with pre-event enabled
	Standard Battery Life (2 included with each FirstVu HD purchase)	up to 12 hours Standby each (or up to 48 hours each with no activity) up to 4.5 hours each of continuous record time with pre-event enabled
Microphone		Internal (max. input SPL 110dB, sensitivity -42dBV)
Audio		Mono, may be muted by user Multiple configuration options
GPS		Tag GPS location during playback through VuVault GO smartphone application
Made Where		Assembled in USA. Internals built in Kansas
Warranty		1 year Advanced Exchange (3-year Advanced Exchange Warranty available with VuVault.com Ultimate Plan)

Models

The FirstVu HD is designed to fit the ever changing needs of police departments everywhere.

**FirstVu HD****FirstVu HD One****Comparison Chart**

Video Resolution	1280 x 720, HD	FirstVu HD
Automatic Recording	Integrated with VuLink™	Integrated with VuLink™
Pre-Event Recording	Up to 60 Seconds	Up to 60 Seconds
Field of View	130°	130°
Internal Storage	32GB (approx 16 hours of HD Video)	32GB (approx 16 hours of HD Video)
Battery Life of Standard Battery (continuous recording in HD with pre-event On)	Up to 4.5 hours	Up to 5.5 hours
Battery Life of Extended Life Battery (continuous recording in HD with pre-event On)	Up to 8 hours	Up to 9 hours
Video Playback	Available in VuVaultGOTM Mobile App	Available in VuVaultGOTM Mobile App
Camera Still Photos	Can be created in VuVault™	Can be created in VuVault™
Mounts	Chest, Pouch, Shoulder, Helmet, Belt, Vehicle	Chest
GPS	Available in VuVaultGOTM Mobile App	Available in VuVaultGOTM Mobile App
Warranty	1 year**	1 year**
**Extended Warranty Available		

Included with Purchase

With the Digital Ally FirstVu HD you don't have to worry about picking out different kits at varying price levels. Each FirstVu HD comes with the charging and mounting accessories needed for a successful body-camera deployment.

Each camera purchase includes:

Qty	Item
1	Choice of Camera Module, Either Chest Mounted
1	32GB DVR
2	Cable, USB 2.0 Type A to Mini-B
1	Velcro Mount
1	Fabric Clip
1	Button Mount
1	VuVault GO

Qty	Item
1	Quick Reference Guide
1	Home Charger
1	Car Charger
2	Standard Life Batteries
1	Extended Life Battery
1	Battery Charger
1	Wedge Kit

Additional accessories such as carrying pouches and additional batteries are available for purchase.

VuVault leverages Microsoft Active Directory for managing system security access and authentication. With Active Directory integration enabled, users will not need to login to VuVault once their username has been associated with an active directory group. All associated permissions for the group will be assigned automatically when logging in making VuVault incredibly easy to deploy across an agency utilizing a Microsoft server environment

Active Directory Login

Ensures that the exact video that was uploaded into the system is the video that is being shown to the attorneys and used in court. The original video file remains unaltered despite any notes, marks or segmentation that an officer might make to the video.

Chain of Custody Reporting

Creates reports on just about anything. At the touch of a button will allow you to instantly know which officers have or haven't uploaded videos recently, identify high crime areas, and generate chain of custody reports for court. VuVault gives you the flexibility and functionality you need in a video management system.

Video Evidence Reporting

Manage all of your Digital Ally™ devices and groups through once simple back office software! VuVault administrators can configure and assign devices, set retention policies and control user and group permissions all through VuVault™

Device and User Management

With VuVault, you can also purchase the level of software that will best suit your agency. VuVault comes in Standalone, Server, and Enterprise level software options. VuVault Server and VuVault Enterprise level software come with unlimited workstation licenses.

The VuVault™ back office software suite enables law enforcement agencies to quickly and easily manage their digital video evidence across all of Digital Ally's products. VuVault™ is utilized for playing back, downloading, archiving, reviewing, unit configuration and management, running customizable reports and chain of custody logs as well as exporting/burning videos to DVD's for court.

Digital Ally DVM recordings can be easily archived to DVD, Hard Drive, Tapes, Etc. through the user friendly VuVault Software console.

Digital Ally can provide Access points, Computer Workstations and Servers for video storage and data archiving.

VuVault | Local Software

VUVAULT



Server Requirements

The minimum server requirements are included below as you may already have the server hardware necessary to run our backend system.

VuVault Server Requirements

MINIMUM SPECIFICATION	
Processor	Intel i-Series Quad Core Processor (2.4 GHz or better)
File System	NTFS for all connected hard drives
Operating System	Windows 7 Pro, Windows Server 2008
Memory	4.0GB
OS Hard Drive (Boot)	40GB Free Space
Data Hard Drive	(2 nd Drive)
Network Card	100 Mb Wired Ethernet Port
RECOMMENDED SPECIFICATIONS	
Processor	Intel i-Series Quad Core Processor (3 GHz or better)
File System	NTFS for all connected hard drives
Operating System	Windows Server 2008 (SP2) 64-bit
Memory	8GB or Greater
OS Hard Drive (Boot)	250Gb Free Space (minimum)
Data Hard Drive	(2 nd Drive)
Network Card	Gigabit Ethernet Port

**Server price quotes are available upon request.*

VuVault GO™



Digital Ally's VuVault platform continues to expand with the VuVault GO mobile application for Android and iOS. The app allows for full system control including the ability to live view the video feed as well as the ability to view the remaining storage space and battery life. VuVault GO allows for secure access to recordings and camera controls, GPS & event tagging, video play back and the ability to add notes. VuVault GO is included with every FirstVu HD purchase. VuVault GO puts the power of VuVault in the palm of every officer's hand.

Body Camera Docking Station

FirstVu HD™ Docking and Charging Station

The FirstVu HD docking station provides automated, simultaneous uploading and charging for up to 12 FirstVu HD™ devices + 12 external batteries. It is desk or wall mountable with included hardware. Simply slide your FirstVu HD™ into the dock and walk away. Status LED's will inform you of the upload process and battery charging process for each attached device. The docking station provides fast, secure transfers over gigabit wired connection to your VuVault server. Within minutes, videos can be viewed on any VuVault enabled computer within your network.



Specifications:

Power	
OPERATING VOLTAGE	12 VDC, ± 10%
POWER CONSUMPTION	9.6W – 24.96W
POWER ADAPTER 1	AC to DC, 12VDC / 5 A
POWER ADAPTER 2	AC to DC, 12VDC / 7.5 A
MINIMUM POWER INPUT	12 VDC, 4 A
Environmental/Mechanical	
OPERATING TEMPERATURE	-20° to +60° C
STORAGE TEMPERATURE	-40° to +85° C
RELATIVE HUMIDITY	95% @ 40° C (non-condensing)UL, CCC, BSMI
SAFETY CERTIFICATIONS	UL, CCC, BSMI
DIMENSIONS	34.6cm (13.5in.) (L) x 36.5cm (14.3in.) (W) x 15.8cm (6.3in.) (H)
WEIGHT	6.12kg (13.5 lbs)
Network	
NETWORK INTERFACE	6.12kg (13.5 lbs)
DATA TRANSFER RATE	Average >8MB/s per device upload to docking station. Up to 1GB/s from docking station to server.

Optional Product

VuLink™

The VuLink™ is the first patented product on the market that can link multiple body cameras, in-car video systems, or activate off triggers with a body camera. With the FirstVu HD Body-Worn Camera and our patented VuLink™ an officer can simultaneously start his or her FirstVu HD and In-Car Video system, or simultaneously activate his body camera with the blue light, siren, microphone, etc. The pairing of these two devices, a first for the Law Enforcement industry, has the potential to greatly assist an officer in a time of stress by eliminating the need to manually start their body-worn camera. In VuVault, our back office software, both recordings can be linked together into the same incident to streamline the review and reporting process.



Specifications:

OPERATING VOLTAGE	8-30VDC
CURRENT DRAW	250mA Maximum
MAX TRANSMIT POWER	10dBm
TRANSMIT RANGE	50ft typical
WEIGHT	55.4g (0.12 lbs.)
OPERATING TEMPERATURE	-30° to +60° C
STORAGE TEMPERATURE	-40° to +80° C
DIMENSIONS	23mm (0.9in.)(D) x 91mm (3.6in.)(W) x 61mm (2.4in.)(H)

Project Team Qualifications

Company Management

Stanton E. Ross

Chairman and Chief Executive Officer

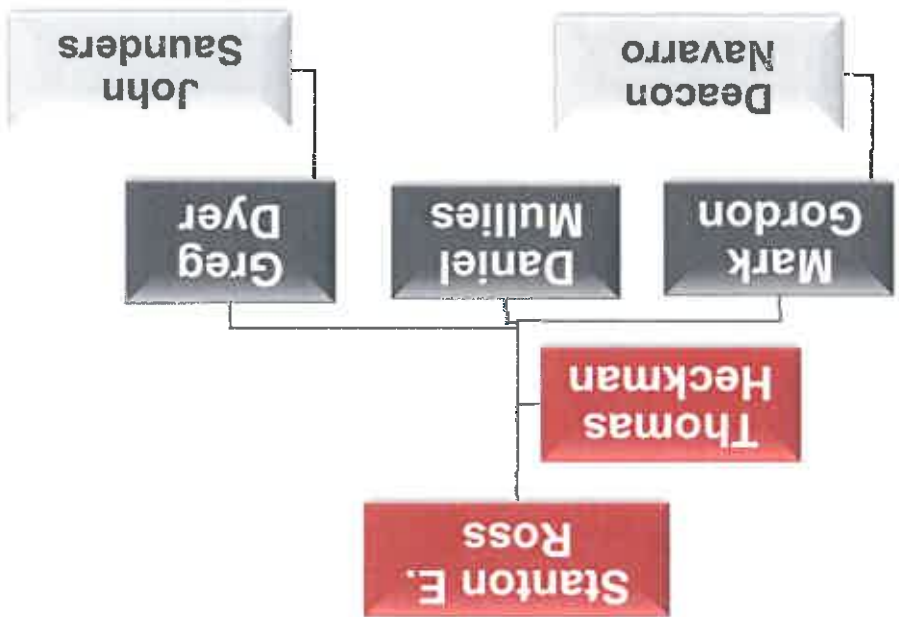
Mr. Ross has served as Chairman and Chief Executive Officer of Digital Ally, Inc. since September 1, 2005. From March 1992 to June 2005, Mr. Ross was the Chairman and President of Infinity, Inc., a publicly held oil and gas production and service company (LFNY), and served as an officer and director of each of Infinity's subsidiaries. He resigned all of his positions with Infinity, Inc. in June 2005, except Chairman. From 1991 until March 1992, he founded and served as President of Midwest Financial, a financial services corporation involved in mergers, acquisitions and financing for corporations in the Midwest. From 1990 to 1991, Mr. Ross was employed by Duggan Securities, Inc., an investment banking firm in Overland Park, Kansas, where he primarily worked in corporate finance. From 1989 to 1990, he was employed by Stifel, Nicolaus & Co., a member of the New York Stock Exchange, where he was an investment executive. From 1987 to 1989, Mr. Ross was self-employed as a business consultant. From 1985 to 1987, Mr. Ross was President and founder of Kansas Microwave, Inc. From 1981 to 1985, he was employed by Birdview Satellite Communications, Inc., which manufactured and marketed home satellite television systems, initially as a salesman and later as National Sales Manager.

Thomas Heckman

Chief Financial Officer

From 1983 until 2001, Mr. Heckman was employed by Deloitte and Touche, LLP, one of the largest auditing, consulting, financial advisory, risk management and tax services organizations in the world. During his 18 years with Deloitte and Touche, LLP, Mr. Heckman specialized in IPOs and Public Reporting entities. He served as partner in charge of a high-technology and emerging/high-growth company market segment for cross-discipline marketing efforts, assisted companies in preparing for public offerings and other liquidity events, and was involved in numerous initial/secondary financings and merger acquisition transactions for public and private companies. He is experienced in all facets of SEC financial reporting and compliance matters. During the years 2001 – 2007, Mr. Heckman provided consulting and business investment services to publicly traded and private companies. He has been involved in the successful completion of a number of initial public offerings (IPOs), reverse mergers and other transactions; drafted, filed and achieved SEC effectiveness for Form SB-2 filings; assisted in the raising of capital for private companies in a variety of industries; and developed multiple private placement memorandums. Mr. Heckman earned his Bachelor of Arts degree in Accounting at the University of Missouri – Columbia.

Project Team



Mark Gordon

Director of Technical Services

Mark has been with Digital Ally since 2006, and manages the Professional Services of the Hardware/Software as well as the Technical support for this project. He is located in our Lenexa, Kansas, location. Mark is the Project Manager for all Digital Ally key accounts.

Deacon Navarro

Field Application Engineer

Deacon will be the primary person responsible to manage your deployment, including training and the back office equipment. He is located in our Lenexa, Kansas, location.

Daniel Mullies

Customer Support Manager

Daniel manages the Product Support division for support calls and requests, warranty and service parts exchange, training, etc. and has an extensive background in product support management. He is located in our Lenexa, Kansas, location.

Greg Dyer

VP of National Sales – Law Enforcement

Greg has been with Digital Ally since 2011. Greg manages eighteen outside territory sales executives, ten inside sales coordinators, and five tele-sales specialists. Greg has over eighteen years of experience in sales management, he develops and manages all key accounts. He is located in our Lenexa, Kansas, location.

John Saunders

Regional Sales Manager

John is the exclusive Sales Representative for Digital Ally products in the State of Maine. John travels throughout the state on a regular basis and can assist an officer individually or a group of officers at their substation or district. He has been factory trained in the operation and installation of our system. John will also be Digital Ally's Project Manager / Coordinator for this project.

REQUEST FOR BID

BIDDEFORD POLICE DEPARTMENT

Contact person: William H. Gooch - Email: william.gooch@biddefordmaine.org
 39 Alfred Street, Biddeford, Maine 04005
 Phone: 207-282-5127

REQUEST FOR BID - WEARABLE VIDEO SYSTEMS

Bid Number:	
Date and Time of bid opening:	November 15, 2017
Estimated Number of Systems:	30

The purpose of these specifications is to provide the Biddeford Police Department with wearable cameras for law enforcement and emergency vehicle use at the most competitive price with respect to officer use, quality, upgradeability, and other considerations. These specifications are the MINIMUM standards allowed, and are to include mounting hardware and all necessary equipment for a complete working system. In consideration of the specifications, this agency has taken into account court acceptance, staff involvement, storage, and hidden cost or lack thereof in setting the minimum standards.

All bidding, contract, and other related laws are incorporated by silent reference whether or not they are specifically stated in this document. It is the sole responsibility of any bidder to know and comply with any and all related laws. Any clarifications or questions regarding this bid must be submitted in writing to the above address no later than five (5) working days in advance of the opening date. All references to quantities are estimated, and are not binding or absolute. Final decision regarding the purchase, if any, will be made by the agency after the bid opening, appropriate funding verification, and required approvals are received. Upon announcement of this bid no contact is to be made regarding this bid or its specifications to any person other than the contact person listed above. Violation shall immediately disqualify any prospective bidder. All agency personnel are required to report any such contact.

All bidders must comply with the format of this bid and all pages returned with the submission. Facsimile or e-mail bids will be considered "non responsive". Product literature and any supportive information should be submitted with the bid. Failure to indicate "Comply" or "Non Comply", or leaving other lines blank may be considered "non responsive" regardless of price. Unsigned bids will automatically be rejected. All bids must guarantee prices for a period of at least ninety (90) days from the opening date. Bidder shall initial or sign each page of the bid acknowledging both receipt and acceptance of the terms, conditions, and/or specifications. Upon mutual agreement between agency and bidder, the bid prices may be extended for a period of up to one (1) year past the price guarantee for additional purchases without the requirement of a new bid. All bids are FOB to the agency specified location, with prepaid and shipping charges included in price. Regarding any discrepancy between the unit and extended price, the each unit price shall prevail. Any mechanical, manual, and or typing correction must be initialed by bidder at each correction.

All bids must be sealed and received prior to the specified opening date and time. All bids shall indicate in the lower left corner of the sealed container the bid number (if applicable), title of bid, and date and time of opening. Bids not properly labeled and/or opened in error will be disqualified. Late bids will be rejected unless they are received by the agency prior to the opening time and date, labeled properly, and the bidder is able to provide verifiable proof of delivery. Opening time is considered to be 3:00 PM unless otherwise stated above. When an opening time is indicated above, it shall prevail.

Item #	Specification	Meets Specification?	
		Yes	No
1	Video Recording Resolution - Camera must record High Definition video at a resolution of 1280x720 (720P) with a 16:9 wide screen aspect ratio. Camera must also be able to record Standard Definition video at a resolution of 864x480 (480P) with a 16:9 wide screen aspect ratio.	Comply	
2	Camera Mounting - Camera must be able to be mounted to the uniform using a secure mount that is attached by both magnets and pins to the uniform and can be attached to the right or left side just below the shoulder. The camera must also have additional mounting options including a rotating shirt clip and duty belt clip.	Comply	
3	Video Storage - Camera must have internal storage of 32GB of solid state storage.	Comply	
4	Battery Life - Camera must have the capability of recording in the highest quality setting for at least 9 full hours.	Comply	
5	Optional WiFi and GPS - Camera must offer an optional version with integrated WiFi and GPS. GPS must provide camera with time and date information. GPS equipped unit must also embed video with synchronized playback data so multiple video may be played back simultaneously, and within 200 milliseconds of one another.	Non Comply	
6	Mobile App - Camera must support an optional iOS Mobile Application which connects to the camera with WiFi to support full frame playback of events. Mobile app must also support live view and event categorization.	Comply	
7	Pre-Event Timer - Camera must support settings of off (disabled) up to 2 minutes of pre-event time allowing video to be added to the beginning of every recording. Pre-event time must be silent by default, but administratively configurable for audible pre-event.	Non Comply	
8	Record-After-The-Fact - Camera must support the ability to retrieve an event that did not allow an officer to push record in a timely fashion. Record-After-The-Fact must be enabled only with administrative access and by default be silent video. Record-After-The-Fact must allow for recovery up to at least 3 hours after the incident occurred.	Comply	
9	Video Transfer and Charge Mechanism - Camera must use a USB connected Docking Base to charge and transfer video to the back office application.	Comply	
10	Video Transfer Speed - Camera must be capable of transferring video from the USB base to a PC at a speed of two minutes per GB of data or faster.	Comply	
11	Automatic Transfers - Camera must support the ability to be connected to a USB base and have the video transfer begin automatically without requiring any further actions by the user. Additionally, if the camera is powered off or the battery is dead, the USB base must power it on and automatically initiate the transfer process.	Comply	
12	Multi-Bay Transfer Station - Camera must support an optional multi-bay transfer station with a minimum of 8 docking bays. Transfer station must connect directly to the agency network using a 1Gbps Ethernet connection and support the simultaneous download of 8 concurrent cameras.	Comply	



Item #	Specification	Meets Specification?	
		Yes	No
13	Backlit LCD Screen – Camera must have a backlit LCD screen to display: battery condition, memory space used and available, number of recordings, incident categories, current recording duration current time/date and assigned officer.	Non	Comply
14	Selectable Officer Names – Camera must include a simple method for checking out a camera to an officer and then visibly displaying the name of the officer on the backlit LCD screen.	Non	Comply
15	Event Categorization – Camera must include the ability to categorize events directly on the camera without the need for a connection to a separate device like a smartphone or computer.	Non	Comply
16	One Button Record – Camera must be able to be activated by pressing one button and then using that same button to stop the recording.	Comply	
17	Automatic Activation – GPS and WiFi equipped camera must support activation from vehicle +12volt sources such as the vehicle light bar.	Comply	
18	In-Car Video Integration – Must support full integration with the 4RE in-car video system. Body worn camera must remove the need for a wireless microphone by providing the audio for the in-car system during synchronized playback with 4RE in-car video recordings. The body worn camera must also provide an additional camera view for the in-car video system and automatically inherit event properties, including: officer name, event category, case number, etc.	Non	Comply
19	Distributed Multi-Peer Recording – GPS and WiFi equipped camera must support intelligent WiFi link between in-car video systems and other linked body worn cameras so that each is aware of the recording status of the others so that if any camera is activated to record, the others being aware of its status will also begin recording. A minimum of 5 body cameras must be able to be linked to an in-car video system using a single docking base and allowing a group recording to be initiated from any device.	Comply	
20	Cover Mode – Camera must be able to be placed in covert mode by the officer. Cover mode must mute all sound and notifications as well as turn off all lights.	Comply	
21	One Year Warranty – Warranty shall be a minimum of one (1) year from the date of shipment. The warranty must cover the battery.	Non	Comply
22	No Fault Warranty – A no fault warranty covering all accidental damage for a period of three (3) years must be optional.	Non	Comply
23	Back Office Server Software – System must show pricing for the back-office server software. Server software must be Windows Server 2008 R2 64-bit / Windows Server 2012 / 2012 R2 compatible and utilize Microsoft SQL Server 2008 R2 Standard / Microsoft SQL Server 2012 for its database backend.	Comply	
24	Client Web Application – System must support a client application that runs in common modern browsers such as Internet Explorer, Edge, Chrome, and Safari.	Comply	
25	Device Management – System must push configurations and firmware upgrades to connected cameras.	Comply	

Item #	Specification		Meets Specification?
	Yes	No	
26		Non Comply	
27	Comply		
28	Comply		
29	Comply		
30	Comply		
31	Comply		
32	Comply		
33	Comply		
34	Comply		
35	Comply		

Rapid Device Checkout – In order to allow the sharing of cameras, system must optionally support the rapid checkout of a camera from an Ethernet transfer station from a browser-based application. Application must allow devices to be checked out from a specific location or from only specific transfer stations. Rapid device checkout must automatically select the camera with no remaining video to offload and with the highest level of battery charge.

Security Management – System must have the ability to integrate with Active Directory. System must have fully customizable user and group based permission that allow administrators to tailor each user's ability to use the system. Specific permissions must be able to allow access to; login and view one's video, others' video, restricted video, export video, evidence management, security management, fleet management, edit event data.

Evidence Management - System must allow evidence to be deleted or archived automatically on a schedule or manually according to customizable retention period.

Tiered Video Storage – Video evidence management must support a combination of on premise and Microsoft Azure Government Cloud storage. Video management system must allow for video files to automatically be moved from on premise to cloud storage after an administratively defined time period.

Export Playback - When exporting video, the system must automatically include a standalone playback application to be included with the exported video. When used on another computer, the playback application must run solely from the export media (DVD, USB, etc.) and not require any software installation on the local playback computer. Video must also be accompanied by a full audit log showing every time the event was moved, reviewed, or exported with full MD5 hash verification data.

Client Playback Buffering - System must have a built in buffering scheme so that playback from a client begins as soon as the event has downloaded enough of a buffer to begin playback. Systems that require the full event be cached locally before playback initiates will not be considered.

Export Video Anywhere with Permission - System must allow the video to be exported by a user with the appropriate permission from any client computer. Systems that allow exporting video from only a single workstation will not be considered.

Integrated Case Management – Software must have Case Management functionality for the purpose of managing other types of digital media/evidence. Cases must be able to be created as part of a record event from the wearable camera system or completely independent of a record event.

Record Event Trimming Feature – Software must support the ability to trim video for the purpose of removing part of the video file by trimming the beginning and/or end portions of the event. The trimmed file must be saved as a new file in order to preserve the original file.

Redaction – Optional redaction software must be available that supports: automated face detection, forward and backward object scanning, and selective audio muting.

Item #	Specification		Meets Specification?
	Yes	No	
36		Non Comply	
37		Non Comply	
38	Comply		

Upon request of the agency, a working demonstration shall be provided by a representative of the bidder or by delivery of a sample unit to the agency within 15 working days of the written request. Any and all cost related to this demonstration shall be incurred by the bidder.

Final determination of any purchase will not be exclusively on price. Factors that may be considered are price, ease of installation, interface options, service, warranty, ease of programming, ease of use for the officer with intuitive graphical menus, options, manufacturing support, and other areas determined by the agency.



Exceptions to Specifications

Bidder must provide detailed explanation for any specifications not fully met by the proposed product. Using the following format, indicate both the Item # and explanation for each exception taken.

If no exceptions are taken, state as such.

Line #	Exception (use additional sheets if necessary)
5	FirstVu HD camera does not have Wi-Fi and GPS at this time however, multiple video can be played back simultaneously in VuVault Go App or VuVault software.

7	The FirstVu HD has a 60 second pre-event timer that is configurable in one second increments.
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13	The FirstVu HD does not have a backlit screen at this time; however, it does have LED indicators to indicate battery life, remaining storage, and power status.
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14	FirstVu HD does not have a backlit LCD screen at this time.
15	Event categorization can be done in VuVault Go App or VuVault software.

17	The FirstVu HD camera does not have wireless and GPS capability at this time however, the patented technology behind Vulink enables automatic activation of FirstVu HD body-worn camera.
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18	The FirstVu HD does not integrate with the WatchGuard 4RE.
----	--

21	Digital Ally provides a 1-year Advanced Exchange Warranty in the FirstVu HD system and docking station. The Advanced Exchange Warranty includes any defects in materials or workmanship on all system components as well as all software upgrades not requiring hardware revisions from the date of shipment however, the warranty does not cover the battery.
----	--

22	Digital Ally does not cover a no fault warranty at this time.
----	---

26	The FirstVu HD does not have a rapid device checkout feature at this time. A system administrator will assign a camera from the VuVault software or VuVault.com cloud application.
----	--

36	All videos are recorded in AVI format because this is the most compressed
----	---

37

format and the most universal with other media player. However, once videos
are downloaded from our VuVault software, they can then be changed to any
format the user decides.

Digital Ally's VuVault Software does not support a DVD Robot at this time;
however, video can be burned to DVD's with VuVault software or a large
amount of data can be saved to any kind of external storage device such as a hard
drive, USB flash drive, etc.

[] Mark here if any additional pages of exceptions are to be attached as part of this bid.

A handwritten signature in black ink, appearing to read "N. J. Allen", is written over a horizontal line.

Bidder's Offering for Body Worn Video Systems

Digital Ally, Inc.

(Bidder) hereby submits the following bid for the above specifications. By my signature below, I am authorized to sign this bid and obligate the bidder to the offering, the terms and conditions, implied and included. If I am not the manufacturer of the item(s) bid, I am an authorized reseller, distributor or other legal representative of the manufacturer for the purpose of this bid and have the ability to deliver the product bid.

30 (qty) units x \$ 560 each equals \$ 16,800.00 total

Total bid amount \$ 40,015

(if quantity discounts are offered, indicate on attachment and [] check here)

Digital Ally, Inc. (manufacturer) FirstVu HD (model number)

Available Accessories (including Servers, Software, Maintenance and Services)
Attach additional pricing pages if necessary.

Please refer to attached itemized price sheet for pricing details

\$ each
\$ each
\$ each
\$ each

[X] corporation, [] partnership, [] sole proprietor, [] individual

[] manufacturer, [] distributor, [] agent, [] other

30 (guaranteed shipping days after receipt of order including weekends and holidays)

Terms: Net 30

Prices guaranteed for 180 calendar days

Digital Ally, Inc.

(Legal name of bidder)

(DBA if appropriate)

(FIN or SS number)

(signature of bidder)

Neil Wortman, Technical Solutions Manager

(printed name and title)

9705 Loiret Blvd.

(address)

Lenexa, Kansas 66219

(city, state, zip)

(phone) 800-440-4947

(toll free) 913-814-7775

(fax)

Note all exceptions taken on previous page (if none so state)

Body Camera Local Solution



To:
Biddeford Police Department
39 Alfred Street,
Biddeford, Maine 04005

Date	11/15/2017	Sales Representative	John Saunders
Payment Terms		Net30	

Qty	Description	Unit Price	Total
30	FirstVu HD Body Camera Kit with 1-year Advanced Exchange Warranty	\$560.00	\$16,800.00
3	12-bay Docking Station with 1-year Advanced Exchange Warranty	\$3,025.00	\$9,075.00
1	VuVault Server Software	\$1,595.00	\$1,595.00
1	Redaction, Sharing, Case Management	\$395.00 Per License	\$395.00
30	VuLink with 1-year Advanced Exchange Warranty	\$405.00	\$12,150.00
1	Professional Services Enterprise Turn-Key Setup	Choose from one of three options	Choose from one of three options
Subtotal			\$40,015.00
Shipping and Handling			F.O.B.
Total			\$40,015.00

- No events

Optional Products Pricing

Qty	Description	Unit Price
1	FirstVu HD Body Camera Additional 1-Year Advanced Exchange Warranty	\$199.00
1	Dell Customized Server (optional)	Customized Quote available upon request

Professional Services (Choose One Option)

Description	Unit Price
Professional Services Remote Setup Includes: • Dedicated Project Manager • Project Planning Meetings • Best Practices & Implementation Planning Session • Back-End Installation, Video Migration • Product Setup & Configuration • System Administrator & Troubleshooting Training Session • Digital Ally Instructor Training • Go Live - Follow-up Review Session	\$900.00
Professional Services Turn-Key Setup Includes: • Dedicated Project Manager • Weekly Project Planning Meetings • Best Practices & Implementation Planning Session • Onsite Back-End Installation, Video Migration • Product Setup & Configuration • System Administrator & Troubleshooting Training Session • Digital Ally Instructor Training • Go Live - End User Training • Go Live - Follow-up Review Session	\$2,700.00

Digital Ally is a leading global designer, manufacturer and innovator in the growing field of digital technology. Digital Ally is the only company serving the military, law enforcement, fire, emergency medical services and the commercial

About Digital Ally, Inc.

In the four total IPRs that Axon filed against Digital Ally's '292 and '452 Patents, Axon has lost on three of the IPRs. The result of the fourth IPR, which only challenges certain claims of the '292 Patent, has yet to be decided by the Patent Office, with a decision expected to be rendered approximately in the first quarter of 2018. For the fourth and only remaining IPR, Digital Ally is vigorously defending Axon's claims of unpatentability and is looking forward to confirming the uniqueness of its innovation.

Digital Ally is pleased to announce another significant victory in protecting its patents from infringement by Axon. Axon's final attempt to invalidate the claims of Digital Ally's '452 Patent in front of the U.S. Patent Office failed today with the Patent Office's decision to decline to institute an IPR. As previously reported, Axon filed two *inter partes* reviews (IPR) against Digital Ally's '452 Patent. On July 6, 2017, the U.S. Patent Office denied institution of Axon's first IPR on the '452 Patent, finding that Axon had not established even a reasonable likelihood that the challenged claims would be found unpatentable after completion of an IPR trial. Today, the U.S. Patent Office issued a decision denying institution of Axon's second IPR on the '452 Patent. This brings an end to Axon's attempts to invalidate the '452 Patent at the U.S. Patent Office. Although this last IPR filed by Axon attempted to invalidate claims that are not currently asserted against Axon in the pending litigation, Axon has now twice unsuccessfully attempted to invalidate claims in the '452 Patent. Axon is now statutorily barred from filing any further IPRs against the '452 Patent, as well as against the '292 Patent.

LENEXA, Kansas (August 3, 2017) Digital Ally, Inc. (NASDAQ: [DGLY](#)) ("Digital Ally") today announces yet another significant victory in its legal battles against Axon Enterprise, Inc. ("Axon," formerly known as TASER International, Inc.).

DIGITAL ALLY ONCE AGAIN DEFEATS AXON'S ATTEMPT TO INVALIDATE DIGITAL'S '452 PATENT



fleet industries that is capable of providing the complete end-to-end hardware and software solution. The Company's product lines include in-car audio/video recording equipment, body-worn cameras, cloud and local server software and storage solutions. Digital Ally products are sold by domestic direct sales representatives and international distributors worldwide. Digital Ally is headquartered in Lenexa, Kansas. For news and information please visit www.digitalallyinc.com or follow us on Twitter @digitalallyinc and Facebook www.facebook.com/DigitalAllyInc.

Follow additional Digital Ally Inc. social media channels here:



This press release contains forward-looking statements within the meaning of Section 27A of the Securities Act of 1933 and Section 21E of the Securities Act of 1934. These forward-looking statements are based largely on the expectations or forecasts of future events, can be affected by inaccurate assumptions, and are subject to various business risks and known and unknown uncertainties, a number of which are beyond the control of management. Therefore, actual results could differ materially from the forward-looking statements contained in this press release. A wide variety of factors that may cause actual results to differ from the forward-looking statements include, but are not limited to, the following: the ultimate outcome of the patent infringement litigation between the Company and Axon; whether the Patent Office will seek to have the Patent Office reconsider its IPR decision and whether the Patent Office will do so; competition from larger, more established companies with far greater economic and human resources; the effect of changing economic conditions; and changes in government regulations and similar matters. These cautionary statements should not be construed as exhaustive or as any admission as to the adequacy of the Company's disclosures. The Company cannot predict or determine after the fact what factors would cause actual results to differ materially from those indicated by the forward-looking statements or other statements. The reader should consider statements that include the words "believes", "expects", "anticipates", "intends", "estimates", "plans", "projects", "should", or other expressions that are predictions of or indicate future events or trends, to be uncertain and forward-looking. The Company does not undertake to publicly update or revise forward-looking statements, whether as a result of new information, future events or otherwise. Additional information respecting factors that could materially affect the Company and its operations are contained in its annual report on Form 10-K for the year ended December 31, 2016 and Form 10-Q for the three months ended March 30, 2017, as filed with the Securities and Exchange Commission.

For Additional Information, Please Contact:

Stanton E. Ross, CEO, at (913) 814-7774 or
Thomas J. Heckman, CFO, at (913) 814-7774



DIGITAL ALLY RECEIVES ANOTHER PATENT RELATED TO ITS INNOVATIVE, BODY-MOUNTED CAMERAS

LENEXA, KS--(July 18, 2017) - Digital Ally, Inc. (NASDAQ: [DGLY](#)) ("Digital" or the "Company"), which develops, manufactures and markets advanced video surveillance products for law enforcement, homeland security and commercial applications, today announced that it has been awarded a significant new patent by the U.S. Patent Office.

The U.S. Patent Office issued U.S. Patent No. 9,712,730 (the "'730 Patent") for a Portable Video and Imaging System. The "'730 Patent is in the same family of patents that covers Digital Ally's FirstVu body-mounted camera. The "'730 Patent is specifically directed to the feature of a portable video camera that can be mounted on or carried by a law enforcement officer or mounted in a law enforcement vehicle. When a button on the camera is pressed by the officer, the video recording captured by the camera is "marked." Upon playback of the captured video recording, law enforcement personnel can quickly advance the video recording to the marked location in the recording. This feature is especially helpful when law enforcement personnel need to review the video recording quickly or identify points in the video recording of interest to the on-site officer.

"We are pleased to obtain another important patent covering our innovative technology in the law enforcement industry," said Stanton Ross, CEO of Digital Ally. "As video recordings of law enforcement activities become more common, the amount of accumulated video recordings increases. The features patented in the "'730 Patent provide for streamlined access and review of the recordings and help to achieve our goal of a safe, user-friendly, and effective event recording ecosystem for law enforcement."

About Digital Ally, Inc.

Digital Ally, Inc. develops, manufactures and markets advanced technology products for law enforcement, homeland security and commercial applications. The Company's primary focus is digital video imaging and storage. The Company is headquartered in Lenexa, Kansas, and its shares are traded on The Nasdaq Capital Market under the symbol "DGLY." For additional news and information please visit www.digitalallyinc.com or follow us on Twitter @digitalallyinc and Facebook www.facebook.com/DigitalAllyInc.

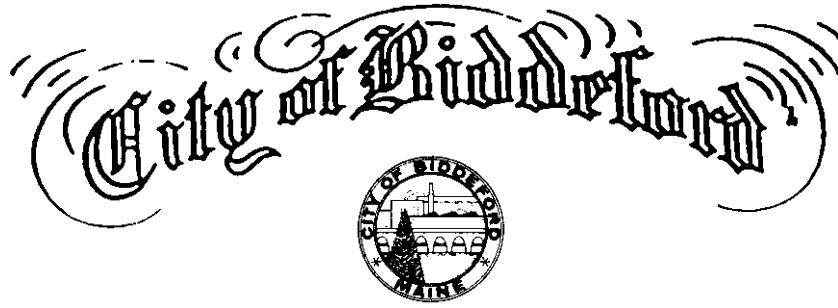
Follow additional Digital Ally Inc. social media channels here:



This press release contains forward-looking statements within the meaning of Section 27A of the Securities Act of 1933 and Section 21E of the Securities Act of 1934. These forward-looking statements are based largely on the expectations or forecasts of future events, can be affected by inaccurate assumptions, and are subject to various business risks and known and unknown uncertainties, a number of which are beyond the control of management. Therefore, actual results could differ materially from the forward-looking statements contained in this press release. A wide variety of factors that may cause actual results to differ from the forward-looking statements include, but are not limited to, the following: competition from larger, more established companies with far greater economic and human resources; the effect of changing economic conditions; and changes in government regulations and similar matters. These cautionary statements should not be construed as exhaustive or as any admission as to the adequacy of the Company's disclosures. The Company cannot predict or determine after the fact what factors would cause actual results to differ materially from those indicated by the forward-looking statements or other statements. The reader should consider statements that include the words "believes", "expects", "anticipates", "intends", "estimates", "plans", "projects", "should", or other expressions that are predictions of or indicate future events or trends, to be uncertain and forward-looking. The Company does not undertake to publicly update or revise forward-looking information, whether as a result of new information, future events or otherwise. Additional information respecting factors that could materially affect the Company and its operations are contained in its annual report on Form 10-K for the year ended December 31, 2016 and Form 10-Q for the three months ended March 30, 2017, as filed with the Securities and Exchange Commission.

For Additional Information, Please Contact:

Stanton E. Ross, CEO, at (913) 814-7774 or
Thomas J. Heckman, CFO, at (913) 814-7774



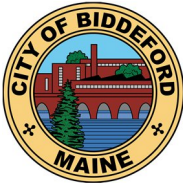
2017.139 **IN BOARD OF CITY COUNCIL.... DECEMBER 12, 2017**
BE IT ORDERED, that the City Manager be authorized to accept EPA 319 grant funds on behalf of the City, in the amount of not to exceed \$139,790 for the implementation of the identified work plan in the initial phase of the Thatcher brook Watershed Implementation Project, Phase 1. An additional \$99,521 will be contributed to the total project cost from local match funds and in kind services. The total estimated project cost of \$239,311 includes costs for consulting services (to include such services as permitting, preliminary and final design, grant procurement/administration, bidding services, construction administration, and resident engineering), advertising expenses, and other costs as may be necessary for the implementation of the work plan.elements to improve the water quality in the Thatcher Brook Watershed as identified in the approved Thatcher Brook Watershed Master Plan and in the approved grant.

NOTE: This project will be funded 58.4% (not to exceed \$139,790) from an EPA grant and 41.6% (not to exceed \$99,521) from local matching funds and in kind services. This implementation plan is required to address water quality issues in the Thatcher Brook Watershed. Local Match funding for this project was approved as CIP items in fiscal years 2017 and 2018.

BE IT FURTHER ORDERED, that the City Manager be authorized to contract with the York County Soil and Water Conservation District, the project sub-grantee, in the amount of not to exceed \$49,790, to extend their previous services provided during the development and acceptance of the Thatcher Brook Watershed Master Plan, these services to include planning, permitting, preliminary and final design assistance, grant procurement/administration, bidding services, construction administration, and engineering for upcoming implementation work. This amount of the contract is included in the \$239,311 estimated total project cost, which will be funded 58.4% from EPA funds and 41.6% from local match and in kind services. Local Match funding for this project was included as part of the CIP items in fiscal years 2017 and 2018.

BE IT FURTHER ORDERED, that the City Manager be authorized to sign contracts with the lowest qualified bidder (contractor) to provide any construction services for upcoming implementation of watershed improvement projects. The amount of these contracts are included in the \$239,311 estimated total project cost, which will be funded 58.4% from the EPA grant and 41.6 % from local match and in kind services provided. This contract work amount was included in the total project budget and will be implemented in fiscal years 2018 and 2019.

BE IT FURTHER ORDERED, that the City Manager be authorized to accept additional EPA 319 grant funds on behalf of the City, for use in implementing the work in Phase 1 of this project should such additional funds become available.



City of Biddeford

Public Works Department / Engineering Division
P.O. Box 586 • 205 Main Street, Suite 101
Biddeford, ME 04005
Phone: (207) 284-9118 • Fax: (207) 571-0662

December 7, 2017

To: City Council

From: Thomas Milligan, PE, City Engineer

Cc: Alan Casavant, Mayor; Jim Bennett, City Manager; John McCurry, Council President; Guy Casavant, Director of Public Works; Jeff Demers, Interim Director of Public Works; Greg Tansley, City Planner; Theresa Galvin, York County Soil and Water Conservation District, project sub-grantee

Re: EPA 319 Grant Funds for Thatcher Brook Restoration Implementation Project, Phase 1

The City has been selected to receive EPA 319 Grant Funds for the Thatcher Brook Restoration Implementation Project, Phase 1. The goal of this project is to improve the water quality in the Thatcher Brook Watershed by implementing certain tasks as identified in the approved Thatcher Brook Watershed Master Plan and as presented in the approved grant work plan.

The total estimated project cost of \$239,311 includes costs for consulting services (to include such services as permitting, preliminary and final design, grant procurement/administration, bidding services, construction administration, and resident engineering), advertising expenses, and other costs as may be necessary for the implementation of the work plan. tasks as identified in the approved Thatcher Brook Watershed Master Plan and in the approved grant.

This project will be funded 58.4% (not to exceed \$139,790) from the EPA grant and 41.6% (not to exceed \$99,521) from local matching funds and in kind services. Local Match funding for this project was approved as CIP items in the fiscal year 2017 and 2018 budgets.

As part of the grant process, the York County Soil and Water Conservation District was designated as the project sub-grantee. The sub-grantee's role is to serve as the project manager/project coordinator and will provide services to include planning, permitting, preliminary and final design assistance, grant procurement/administration, bidding services, construction administration, and engineering for upcoming implementation work. The District previously provided services during the development of the Thatcher Brook Watershed Master Plan; this plan served as the planning document used to secure the Implementation grant funds. The total project costs includes funds in the amount of not to exceed \$49,790, to extend/include their previous services provided during the development and acceptance of the Thatcher Brook Watershed Master Plan; these services will include planning, permitting, preliminary and final design assistance, grant procurement/administration, bidding services, construction administration, and engineering for upcoming implementation work.

We are providing the following information presenting elements of the work plan that will be undertaken towards achieving our goal of improved water quality in the Thatcher Brook Watershed.

1. The council's previous acceptance of the Thatcher Brook Watershed Master Plan
2. Letter from EPA notifying the city of the tentative acceptance of our request for implementation funding
3. Project narrative highlights and background information
4. The work plan to be undertaken as part of this project
5. Map of watershed area

Staff respectfully requests that you approve the acceptance of the 319 grant funding so that we may continue the goal of improving the water quality of the Thatcher Brook Watershed.

**MUNICIPAL OFFICERS MEETING
MARCH 17, 2015**

1

Mayor Casavant called the meeting to order at 7:00 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Robert Quattrone, Jr., Bob Mills, Roger Hurtubise, Michael Ready, Clement Fleurent, Marc Lessard

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

There were no adjustments to the agenda.

IN BOARD OF CITY COUNCIL..MARCH 17, 2015
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Stephen St. Cyr
17 Sky Oaks Drive**

as **City Councilor for Ward 3**, replacing Bradley Cote, for the remainder of the current term, which will expire in December 2015.

BE IT FURTHER ORDERED, that Councilor Stephen St. Cyr replace former Councilor Bradley Cote on the Personnel Committee and the Policy Committee.

Motion by Councilor Mills, seconded by Councilor Hurtubise to confirm the appointment.
Vote: Unanimous.

City Clerk, Carmen Morris administered the Oath of Office to Councilor-appointed St. Cyr and he was then seated at the Council bench and participated in the rest of the meeting.

Proclamation: National Community Development Week
Mayor Casavant read the proclamation.

Presentation: "The Buttler" – Heart of Biddeford

Holly Culloton and Joanne Brooks of the Heart of Biddeford introduced the topic of the *Sidewalk Buttler*. The Heart of Biddeford has already purchased two *Sidewalk Buttlers* which they are looking to install in front of the McArthur Library and at the Main Street entrance of Shevenell Park. Their hope is to obtain more to be dispersed throughout the downtown. They will be approaching business owners to garner interest from them to purchase their own *Sidewalk Buttler* that they can put in front of their business.

Mike Roylos of UrbanCare came up with the idea of the *Sidewalk Buttler* and presented his product to the Council. He explained it's usefulness, advantages and convenience for the disposal of cigarette butts.

Presentation: Accomplishments of Healthy Maine Streets Program – Heart of Biddeford
Heart of Biddeford Director, Delilah Pourpore updated the Council on a recent recognition that was received by the HOB and the City of Biddeford from the Healthy Maine Streets Program. She also gave an update on upcoming events that are being sponsored by the HOB.

Community Note: Thatcher Brook Watershed Management Plan

City Planning Engineer, Jennie Franceschi and Project Manager, Tracy Tarr from GZA Geoenvironmental, Inc. gave an abbreviated report of the past few year's work on the Thatcher Brook Watershed Management Plan and the efforts made to bring the City into compliance with State standards. In January 2015, the City's Plan was finalized and accepted, with the next step being implementation.

Public Addressing the Council..(5 minute limit per speaker)
There were no public comments.

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

Time: 7:43 p.m.



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PAUL R. LEPAGE
GOVERNOR

2

PAUL MERCER
COMMISSIONER

August 25, 2016

James Bennett, City Manager
City of Biddeford
205 Main Street
Biddeford, ME 04005

RE: Notice of Conditional Contract Awards - RFP#201604086
Grants for NPS Pollution Control Projects, Watershed Plan Implementation,

Dear Mr. Bennett:

This letter is in regard to the Request for Proposals (RFP) referenced above, issued by the State of Maine Department of Environmental Protection. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

Bidder	Proposal Title
Acton Wakefield Watersheds Alliance	Great East Lake & Wilson Lake Watershed Protection, Phase 3 Maine
Biddeford, City of	Thatcher Brook Watershed Implementation Project, Phase I
Boothbay Region Water District	Adams Pond & Knickerbocker Lake Watershed Protection, Phase I
Cobbossee Watershed District	Cochnewagon Lake NPS Watershed Restoration Project, Phase II
Hancock County SWCD	Great Pond Watershed Protection Project
Midcoast Conservancy	Damariscotta Lake Watershed Restoration Project, Phase 1
Penobscot County SWCD	Cold Stream Pond Watershed Protection Project, Phase I
Raymond, Town of	Panther Pond Protection Project, Phase III
Saco, City of	Goosefare Brook Watershed Restoration Project, Phase I
Southern Aroostook SWCD	Meduxnekeag Watershed Implementation of Conservation Practices
Topsham, Town of	Topsham Fair Mall Stream Restoration River Road Barrier Mitigation
York, Town of	Cape Neddick River Watershed Restoration Project, Phase I

The Department will be contacting the aforementioned bidders soon to negotiate a contract.

As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract, This Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter, see below.

Thank you for submitting a proposal to help improve and protect ^{our} ~~the~~ clean waters.

Sincerely,



Norm Marcotte, NPS Program Coordinator
Bureau of Water Quality

CC: Theresa Galvin, York County SWCD

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

3

2017RT11 Thatcher Brook Restoration Project, Phase I
Grantee: City of Biddeford

Watershed & Water Quality Information:

Thatcher Brook is a Class B stream located in the City of Biddeford and Town of Arundel that flows into the Saco River. Thatcher Brook is 7.7 miles long and has a total watershed area of 7.1 square miles (4,525 acres). Thatcher Brook's watershed is 14% impervious cover (IC), with densely developed commercial sections along Route 1 and Route 111 where stormwater runoff from roads, roofs, and parking lots conveys high volumes of polluted runoff during rain events. A significant portion of the watershed is a designated growth area and includes retail and commercial development, most of the City's industrial/business parks, and low to moderate income housing. This intense level of existing development is balanced with a considerable amount of forested, wetland, and pasture lands.

Thatcher Brook is on Maine's 303(d) list for benthic macroinvertebrates and bacteria nonattainment. Thatcher Brook is included in the statewide IC Total Maximum Daily Load (TMDL) and the statewide bacteria TMDL. Thatcher Brook is not yet listed as an Urban Impaired Stream in Maine DEP's Chapter 502.

Maine DEP macroinvertebrate samples collected during 2004, 2012, and 2013 in Upper and Lower Thatcher Brook indicate that the brook is not meeting Class B standards for aquatic life use criteria. In 2012, as part of the development of the Watershed Management Plan (WMP), MDEP collected continuous water quality sonde data from July 26th to August 15th, and GZA collected water quality grab samples during August and September. Maine DEP collected additional grab and storm samples in 2014. Those assessments, along with stream habitat and geomorphic assessments, resulted in the identification of the following stressors to Thatcher Brook's water quality: 1) poor riparian vegetated zone (30.7% of the stream); 2) stream channel alteration and resulting stream bank erosion and degraded habitat [fair condition (Sites B2 and A3); poor condition (Site B1)]; 3) elevated phosphorus [range from 10 to 300 µg/L (criterion: 30µg/L)]; 4) decreased dissolved oxygen (range from 4.9 ppm to 9.68 ppm; multiple sites with more than 7 days lower than 7 ppm criterion); 5) elevated chloride and specific conductance (260 mg/l).

While Thatcher Brook does not meet its State water quality classification, it is viewed as a valuable community resource that includes the following recreational and natural resources:

- A network of trail systems, including the Eastern Trail (a collection of trails that will ultimately connect the East Coast Greenway from Calais, Maine with Key West, Florida). The Trail bisects the heart of the watershed, providing an excellent recreational amenity.
- Endangered species and significant habitat areas that are Beginning with Habitat Focus Areas: New England Cottontail sites (i.e., a State of Maine endangered species and a federal Petitioned Candidate Species with a Listing Priority Number of 2), a highly threatened brook trout fishery, threatened plant communities (swamp saxifrage) and vernal pool areas. The Saco Valley Land Trust, who works to preserve scenic, historic, recreational, and

environmental resources in the Biddeford, Saco, and Old Orchard Beach area, maintains a 40-acre parcel that includes a scenic section of Thatcher Brook.

In addition, Thatcher Brook has been the focus of the City of Biddeford and Biddeford Conservation Commission (BCC) for the last decade. In 2012, the City of Biddeford received a 604(b) grant (#2012RT20) from the United States Environmental Protection Agency (EPA) and Maine DEP to develop the *Thatcher Brook Watershed Management Plan*. The plan, which was completed and accepted by the Maine DEP in January 2015, includes the nine minimum elements considered by EPA to be critical for achieving improvements in water quality and required under the *Nonpoint Source Program and Grant Guidelines for States and Territories* (April 2013). In 2015, the BCC developed a Yardsmart program focusing on limiting polluted runoff from gardening and lawn care. The work included contract services provided by the Southern Maine Conservation Collaborative (SMCC) using City funding and follow-up materials developed by the University of New England (UNE) as part of a class project.

In 2016, the BCC established the Thatcher Brook Watershed Workgroup with representatives from key organizations outlined in this proposal and continued the public outreach efforts with direct mailings in April and June to all 1100 residents and property owners in the watershed. The City has continued to proactively make strides in land use management within the Thatcher Brook watershed by requiring incorporation of stringent stormwater design standards and providing recreational access points throughout the watershed. Other efforts to date include:

- Reaching out to the business associated with the TH3 buffer restoration site to begin conversations regarding what would be feasible.
- Carrying out a survey of Thatcher Brook businesses regarding salt application practices.
- Having Biddeford staff attend the Winter Maintenance Roundtable in September 2015 to learn new chloride reduction practices. Since 2015, the City has provided a template to ensure that new commercial development have snow storage and salt management plans.
- Collaborating with YCSWCD and Maine DEP staff to meet with MTA and MaineDOT staff to look at proposed stormwater retrofits on their properties.

Water Quality Problem/Need:

Thatcher Brook has been identified as not meeting state water quality standards for aquatic life and bacteria. As discussed in the water quality information above, the stressors contributing to Thatcher Brook's water quality impairment include poor riparian habitat; stream channel alteration (including stream bank erosion and degraded habitat); elevated phosphorus and decreased dissolved oxygen; and elevated bacteria and specific conductance.

Roads represent 27% of the total impervious cover, and 53% have traffic volumes in excess of 20,000 vehicles per day, with sections of these roads approaching, and at times reaching, an annual average traffic count of 35,000 vehicles per day. The Thatcher Brook Technical Committee determined that retrofits should be targeted to areas with expected long-term larger contributions of polluted runoff. Nine priority stormwater retrofit projects were

identified in the plan. In addition to large commercial properties and state-maintained roads, there are also numerous smaller residential and commercial areas adjacent to the stream that will be important areas for future work. Given the development potential within the watershed, it was determined that shoreland zoning and stormwater requirements should be enhanced in both Arundel and Biddeford.

Buffer restoration (5 sites), in-stream restoration (2 sites), and culvert replacement (3 sites) projects were identified in the WMP to address stream habitat degradation. Based on conductivity measurements taken within Thatcher Brook, chloride does not currently appear to be a widespread stressor; however, salt management was identified as a key action to proactively prevent chloride from further stressing the stream system.

The WMP includes the establishment of a Thatcher Brook Workgroup to guide the implementation of the Plan. Lastly, a comprehensive participation and outreach program is called for to engage and educate community, including municipal staff, residents and businesses, in order for WMP implementation to be successful and prevention efforts to be sustained.

Purpose:

The overall purpose of the *Thatcher Brook Watershed Restoration Project, Phase I* is to improve conditions so that Thatcher Brook can meet Class B water quality standards, prevent future water quality impacts to Thatcher Brook and downstream waters, and build community awareness and support for the restoration and protection of Thatcher Brook. The specific purpose of this project phase is to improve conditions in Thatcher Brook so that it meets Class B water quality standards for aquatic life, improves dissolved oxygen levels in the stream, and reduces polluted runoff entering the stream. The major project accomplishment will be the installation of three high and medium priority stormwater retrofits, two high priority instream habitat restoration projects, and four medium priority buffer restoration sites. These projects will have the long-term impact of stabilizing stream hydrology, reducing the impact of impervious cover, and improving habitat in the stream.

Section IV. Work Plan

1. Project Title: Thatcher Brook Watershed Implementation Project, Phase I,
Grantee: City of Biddeford

2. Watershed & Water Quality Information:

Thatcher Brook is a Class B stream located in the City of Biddeford and Town of Arundel that flows into the Saco River. Thatcher Brook is 7.7 miles long and has a total watershed area of 4,525 acres. Thatcher Brook's watershed is 14% impervious cover (IC), with densely developed commercial sections along Route 1 and Route 111 where stormwater runoff from roads, roofs, and parking lots conveys high volumes of polluted runoff during rain events. A significant portion of the watershed is a designated growth area and includes retail and commercial development, most of the City's industrial/business parks, and low to moderate income housing. This intense level of existing development is balanced with a considerable amount of forested, wetland, and pasture lands.

Thatcher Brook is on Maine's 303(d) list for benthic macroinvertebrates, bacteria nonattainment, and degraded aquatic habitat that are all caused by urban nonpoint source pollution. Thatcher Brook is included in the statewide IC Total Maximum Daily Load (TMDL) and the statewide bacteria TMDL. Thatcher Brook is not yet listed as an Urban Impaired Stream in Maine DEP's Chapter 502.

MaineDEP macroinvertebrate samples collected during 2004, 2012, and 2013 in Upper and Lower Thatcher Brook indicate that the brook is not meeting Class B standards for aquatic life use criteria. In 2012, as part of the development of the WMP, MDEP collected sonde data from July 26th to August 15th, and GZA collected grab samples during August and September. MaineDEP collected additional grab and storm samples in 2014. Those assessments along with stream habitat and geomorphic assessments resulted in the identification of the following stressors to Thatcher Brook's water quality: 1) poor riparian vegetated zone (30.7% of the watershed); 2) stream channel alteration and resulting stream bank erosion and degraded habitat [fair condition (Sites B2 and A3); poor condition (Site B1)]; 3) elevated phosphorus [range from 10 to 300 µg/L (criterion: 30µg/L)]; 4) decreased DO (range from 4.9 ppm to 9.68 ppm; multiple sites with more than 7 days lower than 7 ppm criterion); 5) elevated chloride and specific conductance (260 mg/l).

While Thatcher Brook does not meet its State water quality classification, it is viewed as a valuable community resource that includes the following recreational and natural resources:

- A network of trail systems, including the Eastern Trail (a collection of trails that will ultimately connect the East Coast Greenway from Calais, Maine with Key West, Florida). The Trail bisects the heart of the watershed, providing an excellent recreational amenity.
- Endangered species and significant habitat areas that are Beginning with Habitat Focus Areas: New England Cottontail sites (i.e., a State of Maine endangered species and a federal Petitioned Candidate Species with a Listing Priority Number of 2), a highly threatened brook trout fishery, threatened plant communities (swamp saxifrage) and vernal pool areas.

The Saco Valley Land Trust, who works to preserve scenic, historic, recreational, and environmental resources in the Biddeford, Saco, and Old Orchard Beach area, maintains a 40-acre parcel that includes a beautiful section of Thatcher Brook. In addition, Thatcher Brook has been the focus of the BCC for the last decade. They adopted the development and implementation of the *Thatcher Brook Watershed Management Plan* (January 7, 2015) as their most important work. In 2015, the BCC developed a Yardsmart program focusing on limiting polluted runoff through effective gardening and lawn care best management practices. The work included contract services provided by the Southern Maine Conservation Collaborative (SMCC) using City funding and follow-up materials developed by UNE as part of a class project.

In 2016, the BCC established the Thatcher Brook Watershed Workgroup with representatives from key organizations outlined in this proposal and continued the public outreach efforts with direct mailings in April and June targeting all 1100 residents and property owners in the watershed.

The City has continued to proactively make strides in land use management within the Thatcher Brook watershed by requiring incorporation of stringent stormwater design standards and providing recreational access points throughout the watershed. Other efforts to date include:

- Reaching out to the business associated with the TH3 buffer restoration site to begin conversations regarding what would be feasible.
- Carrying out a survey of Thatcher Brook businesses regarding salt application practices.
- Having Biddeford staff attend the Winter Maintenance Roundtable in September 2015 to learn new chloride reduction practices. Since 2015, the City has provided a template to ensure that new commercial development have snow storage and salt management plans.
- Collaborating with YCSWCD and MaineDEP staff to meet with MTA and MaineDOT staff to look at proposed stormwater retrofits on their properties.

3. Water Quality Problem/Need:

Thatcher Brook has been identified as not meeting state water quality standards for aquatic life and bacteria. As discussed in the water quality information above, the stressors contributing to the water Thatcher Brook's quality impairment include poor riparian habitat; stream channel alteration (including stream bank erosion and degraded habitat); elevated phosphorus and decreased dissolved oxygen; and elevated bacteria and specific conductance.

Roads represent 27% of the total impervious cover, and 53% have traffic volumes in excess of 20,000 vehicles per day, with sections of these roads approaching, and at times reaching, an annual average traffic count of 35,000 vehicles per day. The Thatcher Brook Technical Committee determined that retrofits should be targeted to areas with expected long-term larger contributions of polluted runoff. In addition to large commercial properties and state-maintained roads, there are also numerous smaller residential and commercial areas adjacent to the stream that will be important areas for future work. Given the development potential within the watershed, it was determined that shoreland zoning and stormwater requirements should be enhanced in both Arundel and Biddeford.

Buffer restoration, in-stream restoration, and culvert replacement were identified to address stream habitat degradation. Based on conductivity measurements taken within Thatcher Brook, chloride does not currently appear to be a widespread stressor; however, salt management was identified as a key action to proactively prevent chloride from further stressing the stream system.

The WMP includes the establishment of a Thatcher Brook Workgroup to guide the implementation of the Plan. Lastly, a comprehensive participation and outreach program is called for to engage and educate community, including municipal staff, residents and businesses, in order for WMP implementation to be successful and prevention efforts to be sustained.

4. Purpose:

The overall purpose of the *Thatcher Brook Watershed Implementation Project, Phase I* is to improve conditions so that Thatcher Brook can meet Class B water quality standards, prevent future water quality impacts to Thatcher Brook and downstream waters, and build community awareness and support for the restoration and protection of Thatcher Brook. The specific purpose of this project phase is to improve conditions in Thatcher Brook so that it meets Class B water quality standards

for aquatic life, improves dissolved oxygen levels in the stream, and reduces polluted runoff entering the stream. The major project accomplishment will be the installation of three high and medium priority stormwater retrofits, two high priority instream habitat restoration projects, and four medium priority buffer restoration sites. These projects will have the long-term impact of stabilizing stream hydrology, reducing the impact of impervious cover, and improving habitat in the stream.

5. Project Duration: 24 months

Expected Start Date: January 1, 2017 **Expected Project Completion Date:** December 31, 2018

6. General Project Plan:

The *Thatcher Brook Watershed Implementation Project, Phase I*, will be managed by the City of Biddeford with assistance from a qualified sub-grantee, the York County Soil and Water Conservation District (YCSWCD), and guided by the Thatcher Brook Watershed Workgroup. Biddeford will use its own procurement procedures, which conform to applicable federal requirements, to acquire design and construction services for the instream restoration sites. Project partners include BCC, the MaineDOT, MTA, and UNE. These partners, along with the City, will provide match through in-kind services and materials.

Through this project, the City of Biddeford will address three (3) high and medium priority stormwater retrofits, two (2) high priority instream habitat restoration sites, and four (4) medium priority buffer restoration sites as identified in the WMP. YCSWCD staff will provide technical assistance to 10 commercial properties. Biddeford will work to update their ordinances to require additional stormwater treatment. Arundel will work to update their shoreland zoning and stormwater ordinance to provide more protection for Upper Thatcher Brook and Richardson Brook. Lastly, the BCC will work with UNE and YCSWCD to engage and educate watershed residents, students, and businesses.

It is anticipated that additional phases will be needed to build on in-stream restoration and stormwater retrofit work completed in Phase I. In addition to exploring other opportunities to address impacts from impervious surfaces, the following specific sites will need to be addressed: one high priority buffer restoration site; five high and medium priority stormwater retrofit sites near Exit 32 of the Turnpike; and three high priority culvert replacements to take care of barriers to aquatic life and contributions to general stream instability.

The City of Biddeford will not use 319 funds to undertake, complete or maintain work required by existing permits, consent decrees or other orders.

7. Tasks, Schedules and Estimated Costs:

TASK #1 - Project Management: The City of Biddeford will sign a grant agreement with DEP outlining project roles, responsibilities and funding arrangements. A Sub-agreement will be completed with YCSWCD. YCSWCD will act as Project Coordinator to administer the grant (i.e., tracking project progress, expenses and local match, carry out invoicing and progress reports). YCSWCD will oversee all project tasks including BMP installation projects, habitat and buffer restoration, Workgroup meetings, public participation and outreach, and submit the final project report to the Maine DEP. NPS Site Tracker will be used to track work on sites identified in the WMP. Procurement will be used to select a consultant to design and oversee in-stream habitat restoration.

START DATE: January 2017

END DATE: December 2018

DELIVERABLES: Biddeford contract, sub-grantee contract, semi-annual progress reports, final project report, NPS Site Tracker

COST: \$5,928 (grant), \$1,385 (match), \$7,313 (total)

GRANT COST INCLUDES: subgrantee personnel (\$5,928)

TASK #2: Thatcher Brook Watershed Workgroup: The Workgroup will continue to guide implementation of the Thatcher Brook WMP. It includes Biddeford and Arundel staff, representatives from UNE and the BCC, MaineDOT, and MTA. Continued support will be provided by Maine DEP and YCSWCD staff.

Five (5) Workgroup meetings will be held throughout the course of the project. The first will present the project scope/timeline and establish roles and responsibilities. Subsequent meetings will be used to plan outreach efforts and BMP project installation; to ensure that the various tasks are being completed on time and within the budget; and to plan for Phase II. The final meeting will occur near the end of the project so the Workgroup can ensure that all tasks have been completed in accordance with the project scope.

START DATE: January 2017

END DATE: December 2018

DELIVERABLES: N/A

COST: \$3,286 (grant), \$5,271 (match), \$8,558 (total)

GRANT COST INCLUDES: subgrantee personnel (\$3,075), subgrantee travel (\$211)

Task #3: Commercial Property Technical Assistance: Biddeford Economic Development staff have established relationships with businesses in the Thatcher Brook Watershed. Staff developed and sent out a survey in June 2016 regarding salt application practices. Under this grant, Economic Development staff will utilize the information gathered in the survey to work cooperatively with YCSWCD staff to develop a technical assistance program that will target the best chloride reduction techniques in addition to recommendations that will reduce the inputs of metals, PAHs, and nutrients through pollution prevention BMPs.

YCSWCD staff will provide technical assistance to 10 commercial properties in the watershed. During visits, project staff will collect the following: 1) Site activity and intensity of vehicle use (e.g. single day entry/egress, all day traffic, drive thru); 2) Stormwater BMP inventory, including geolocation and evaluation of BMP effectiveness, maintenance needs, and retrofit opportunities; 3) Catch basin inventory and geolocation; 4) Stormwater outfall identification and geolocation; 5) General site conditions related to pollution prevention (e.g., ongoing erosion, etc.); 6) Existing good housekeeping measures and suggested improvements to programs, such as pavement sweeping, catch basin cleaning, and need for shade trees. This information will be used to identify and prioritize target work for each property and develop a technical assistance report. Reports will document locations of stormwater infrastructure; list maintenance requirements for each BMP; recommend operation and maintenance activities and schedules (e.g., pavement sweeping, catch basin cleaning, snow storage and winter maintenance operations); and provide recommendations such as buffer impacts and soil erosion prevention. Businesses receiving technical assistance will be followed up with to track progress, implementation actions, and pollutant load reductions.

START DATE: January 2017

END DATE: November 2018

DELIVERABLES: list of technical assistance recommendations and implementation actions

COST: \$5,703 (grant), \$1,694 (match), \$7,397 (total)

GRANT COST INCLUDES: subgrantee personnel (\$5,175), subgrantee travel (\$528)

TASK #4: Education and Outreach: Education and outreach will engage and educate watershed residents, students, businesses, and stakeholders. The following actions will be conducted in cooperation with YCSWCD staff to implement actions identified in the WMP:

- **Watershed signage:** The BCC will develop and install watershed signs.
- **Schools:** The BCC will develop and conduct in-class tutorials for middle and high school students; and will design and conduct a watershed themed art contest in the elementary school and a conservation themed essay contest in the high school.
- **Press releases:** The BCC will write and submit press releases to local publications highlighting project activities
- **Cable access:** The BCC will continue to promote their Yardsmart program on Biddeford Cable Access.
- **City website:** Project information will be featured on City of Biddeford website
- **UNE students' targeted outreach:** Over the course of a semester long class titled Sustaining Water: Global Awareness, Local Action, University of New England students, with the oversight of their professor, Dr. Chris Feurt, will create outreach materials in collaboration with the Biddeford Conservation Commission to explain and highlight restoration activities taking place during the project. The students will share with local schools and the community.

START DATE: January 2017

END DATE: December 2019

DELIVERABLES: Newspaper articles, public education sign overlay, and press releases

COST: \$684 (grant), \$10,532 (match), \$11,216(total)

GRANT COST INCLUDES: subgrantee personnel (\$684)

TASK #5: Stormwater Retrofit & Restoration Projects: This phase will address three (3) high and medium priority stormwater retrofits, two (2) high priority instream habitat restoration sites, and four (4) medium priority buffer restoration sites as identified in the WMP. The candidate list can be found in Section V. Construction at NPS sites (pages 10-11).

The City of Biddeford and the MaineDOT will lead design and implementation of Morin Street and Retrofits 6 & 8, respectively. YCSWCD will serve as project manager for the remaining stormwater retrofit and restoration projects, which will include, but not be limited to: coordinating with landowners and utilities; putting together a technical team to analyze sites and develop designs; securing and ensuring adherence to local and state permits; coordinating procurement; managing the budget; and submitting DEP reports.

The BCC will assist YCSWCD staff to identify and reach out to the four buffer restoration site landowners. The overall project goal is to restore approximately 500 linear feet in each subwatershed in the areas with the poorest buffer condition. The Workgroup may wish to identify possible landowner incentives and recognition for project participants.

START DATE: February 2017

END DATE: November 2018

DELIVERABLES: NPS Site reports

COST: \$121,255 (grant), \$76,048 (match), \$197,303 (total)

GRANT COST INCLUDES: subgrantee personnel (\$30,093), subgrantee travel (\$1,162), design/construction contracts (\$90,000)

TASK #6: Pollutant Load Reductions: YCSWCD, with assistance from the City's Engineer, will estimate NPS pollutant load reductions (sediment and phosphorus) and resources protected under this project. Pollutant load reduction estimates will be developed and reported as follows: During design or installation of BMPs at NPS sites, appropriate field measurements will be recorded to prepare written estimates of pollutant load reductions. Estimates will be prepared for all NPS sites, unless there is not an applicable estimation method for a given site. Methods to be used are the EPA Region 5 Load Estimation Model (see website <http://it.tetratech-ffx.com/step1/>) and/or the federal WEPP Road Model (<http://forest.moscowfsl.wsu.edu/fswepp/>). Estimates will be checked for proper application of the method(s) and the results will be summarized on a standard form provided by DEP titled "Pollutants Controlled Report" (PCR). The PCR will be submitted to the DEP Agreement Administrator, by December 31 of each year, until project completion. Documentation of the estimation procedures used for each NPS site will be kept in the Grantee project file and will be available for DEP/EPA review.

START DATE: November 2017

END DATE: December 2018

DELIVERABLES: Annual PCR report

COST: \$1,566 (grant), \$628 (match), \$2,194 (total)

GRANT COST INCLUDES: subgrantee personnel (\$1,566)

TASK #7: Planning & Development: In order to address long term impacts from new and redevelopment, the WMP included adoption of ordinances to increase protection for Thatcher Brook. Biddeford's Planning Department has been requesting that stormwater BMPs be installed as a condition of approval for development in the Thatcher Brook Watershed since 2014, but this is not yet a requirement in their ordinances. Through this project, Biddeford will codify the requirement for additional stormwater treatment for development under one acre.

The Arundel Town Planner will work with the Arundel Planning Board to update their shoreland zoning ordinance to include Upper Thatcher Brook and Richardson Brook as part of the Stream Protection District. The Board will also explore providing more stringent buffer preservation regulations. Arundel will also work to incorporate more stringent regulations as part of the stormwater performance standards. They may utilize ordinance language developed in the Town of York to update Town ordinances to include that LID must be considered for all new development in the Thatcher Brook watershed. YCSWCD staff will support the effort in Arundel by assisting with a public stakeholder process and providing a presentation as part of the stakeholder meetings.

START DATE: January 2017

END DATE: December 2019

DELIVERABLES: N/A

COST: \$1,368 (grant), \$9,911 (match), \$11,279 (total)

GRANT COST INCLUDES: subgrantee personnel (\$1,368)

Deliverables:

1. Biddeford contract, sub-grantee contract, semi-annual progress reports, final project report, NPS Site Tracker (Task 1)
2. List of technical assistance recommendations and implementation actions (Task 3)
3. Newspaper articles, public education sign overlay, and press releases (Task 4)

4. NPS Site reports (Task 5)
5. Annual PCR report (Task 6)

8. Interagency Coordination, Roles and Responsibilities

The **Maine Department of Environmental Protection** will administer project funding, serve as the project advisor, participate on the Workgroup, and assist with design and oversight of stormwater retrofits and habitat restoration projects.

The **US Environmental Protection Agency** will provide project funding and guidance.

The **City of Biddeford** staff will serve on the Workgroup; lead the Morin Street project and assist with the design and implementation of other construction projects; lead the effort to codify additional stormwater requirements in City ordinances; provide project updates at City Board meetings; advertise project activities on its website; and provide meeting space. The City has committed to provide \$50,000 in cash match to implement two priority instream habitat restoration sites; and \$27,853 in in-kind match to support project tasks.

The **York County SWCD** will serve as a sub-grantee and as Project Manager. The District will be responsible for the coordination and implementation of all project activities.

The **Town of Arundel** Workgroup participant and will lead the effort to revamp their shoreland zoning and stormwater ordinances (est. match value: \$8,350 in-kind services and materials).

Biddeford Conservation Commission (BCC) Workgroup participant and will lead the outreach components, including helping to reach out to landowners associated with buffer restoration sites (est. match value: \$3,395 in-kind services and materials).

The **Maine Department of Transportation (MaineDOT)**, Peter Newkirk, Surface Water Resources, Workgroup participant and will manage the implementation of MaineDOT's high priority retrofits (est. match value: \$5,440 in-kind; leverage federal funds to complete site 8).

The **Maine Turnpike Authority (MTA)**, Workgroup participant and will explore MTA property stormwater retrofit opportunities for Phase II implementation.

The **University of New England**, Dr. Chris Feurt, Workgroup participant, and will engage her students to carry out public education and outreach with BCC (est. match value: \$8,576 in-kind).

9. Environmental Outcome

The work completed through the Phase I project will address polluted runoff from two priority sites; reduce pollutant loading to Thatcher Brook from commercial land uses in the watershed; and improve stream habitat at six priority locations identified in the WMP. The long term outcome of improved stream habitat and macroinvertebrate community recovery downstream of the retrofit and restoration sites will likely occur outside of the project period. The long term goal is to restore Thatcher Brook's water quality to meet Class B State water quality standards.

10. Project Coordinator

Tom Milligan, Engineer
City of Biddeford
205 Main Street
Biddeford, ME 04005
(207)286-9387
tmilligan@biddefordmaine.org

Section V. Construction at NPS Sites

CANDIDATE NPS SITES LIST

Name of Project: **Thatcher Brook Implementation, Phase I**

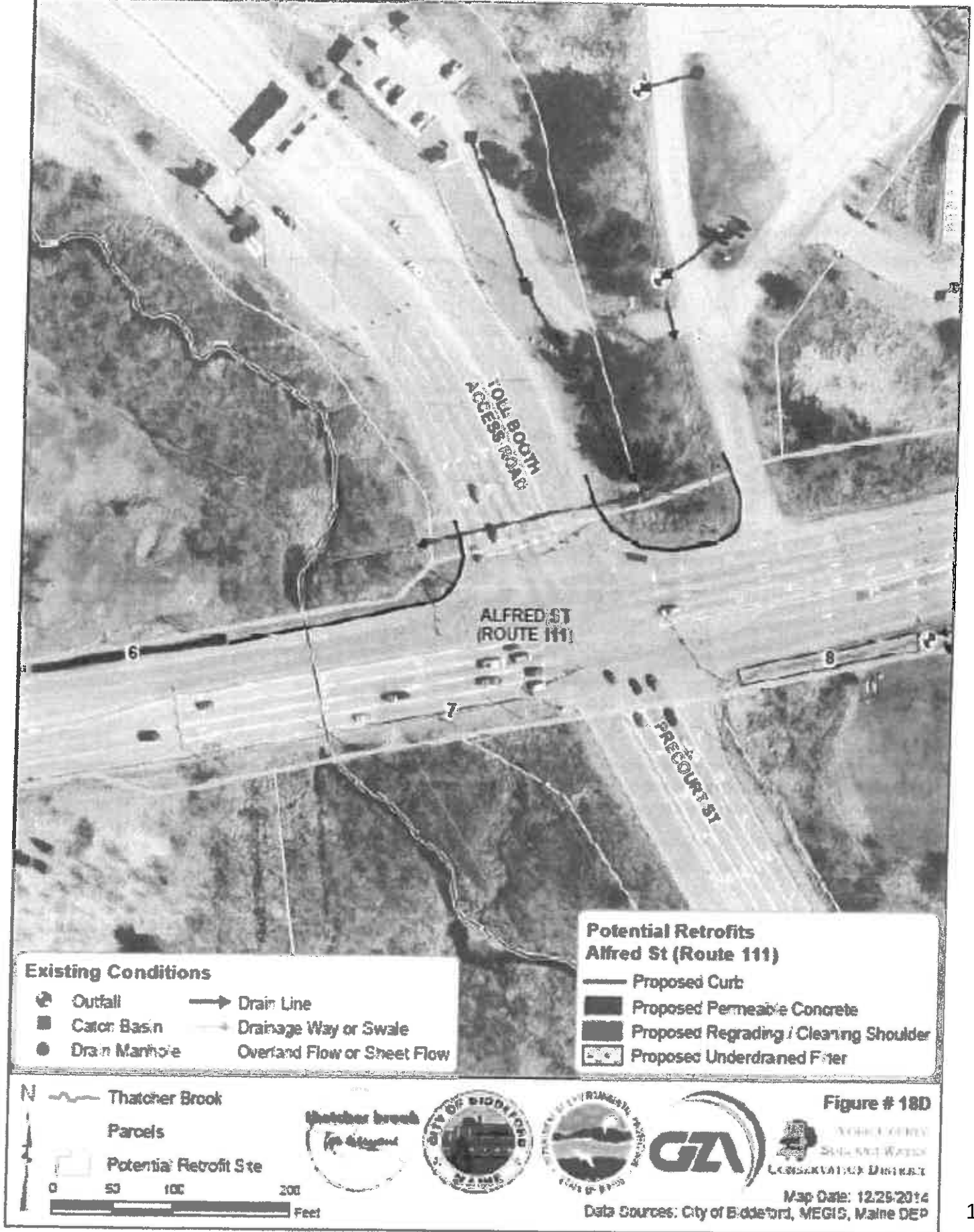
Date: **June 2016**

List & describe NPS sites where best management practices (BMPs) are likely to be installed under this proposal. Describe site conditions that cause polluted runoff to reach surface waters via an intermittent stream, ditch, channel, diversion or other form of concentrated flow. Optional: To further describe site conditions, provide descriptive information, sketches and/or photos.

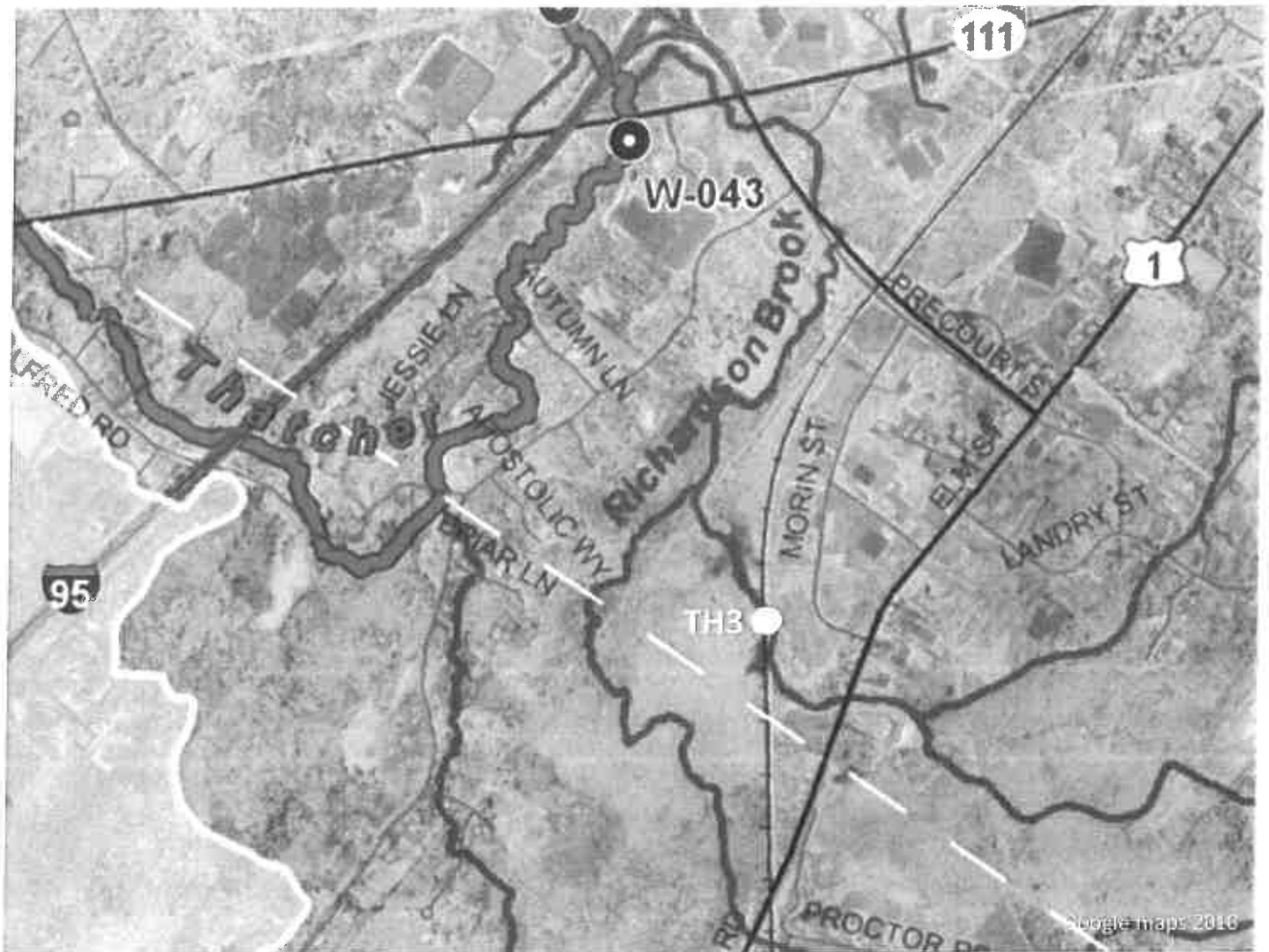
NPS Site Name & Location	Describe the NPS Site & Conditions at the Site Causing Polluted Runoff to Reach Surface Waters	BMPs Recommended	Construction Cost Estimates: Grant, Match, Total
Stormwater Retrofit 6, Route 111(Alfred Road)	High priority site where the existing grading and soil/vegetated lip at the edge of the pavement promotes gutter flow that directs polluted runoff to Thatcher Brook and does not allow runoff to flow into the adjacent vegetated areas.	Grade and clean up the shoulder to remove buildup at the pavement edge to encourage runoff to sheet flow into the adjacent buffer.	Grant: \$0.00 Match: \$2,146.00 Total: \$2,146.00
Stormwater Retrofit 8, Route 111(Alfred Road)	Medium priority site where polluted runoff from Route 111 and an adjacent gas station flows directly into Thatcher Brook.	Install an underdrain soil filter to collect polluted runoff from Route 111 and a catch basin from a nearby gas station.	Grant: \$0.00 Match: \$3,006.00* Total: \$3,006.00 <i>*Federal transportation funds to be used are not included as match (approx. cost: \$36,000)</i>
Stormwater Retrofit – Morin Street	Morin Street discharges untreated runoff directly into Thatcher Brook above monitoring site TH3, which has documented issues with elevated phosphorus, low dissolved oxygen, and habitat issues.	Capture and treat runoff before it enters Thatcher Brook. Treatment system will need to fit the City of ROW of the street. Linear gravel wetland that provides additional uptake of phosphorus is preferred. Full survey of street will be completed in order to assess treatment options.	Grant: \$40,000.00 Match: \$26,224.00 Total: \$72,567.00
Habitat Restoration, Station A2 (near Medical Center Drive)	A high priority site for in-stream habitat restoration due to marginal stream substrate conditions, channel sinuosity, and bank stability.	Add wood as a primary method to create pool diversity and enhance microhabitat diversity and explore adding natural bank run materials to improve substrate.	Grant: \$25,000.00 Match: \$21,611.00 Total: \$46,611.00
Habitat Restoration, Station A3 (West of I-95, NE of Gateway Plaza)	A high priority site for in-stream habitat restoration due to marginal channel sinuosity, marginal pool variability, poor bank stability.	Add wood as a primary method to create pool diversity and enhance microhabitat diversity.	Grant: \$25,000.00 Match: \$21,611.00 Total: \$46,611.00

NPS Site Name & Location	Describe the NPS Site & Conditions at the Site Causing Polluted Runoff to Reach Surface Waters	BMPs Recommended	Construction Cost Estimates: Grant, Match, Total
Buffer 4 (Elm Street and Morin Street; near Station B1) – Richardson Brook	Medium priority site identified with poor buffer conditions in the Richardson Brook watershed.	Establish mowing restriction for a 375 foot section. Natural vegetation is present nearby that will encourage transition to woody shrubs and trees.	Grant: \$0.00 Match: \$363.00 Total: \$363.00
Buffer 3, Mountain Road – Richardson Brook	Medium priority site identified with poor buffer conditions in the Richardson Brook watershed.	Establish mowing restriction for a 530 foot section. Natural vegetation is present nearby that will encourage transition to woody shrubs and trees.	Grant: \$0.00 Match: \$363.00 Total: \$363.00
Buffer 2, Mountain Road – Upper Thatcher Brook	Medium priority site identified with poor buffer conditions in the Upper Thatcher Brook watershed.	Establish mowing restriction for a 1200 foot section. Natural vegetation is present nearby that will encourage transition to woody shrubs and trees.	Grant: \$0.00 Match: \$363.00 Total: \$363.00
Buffer 1, Wellspring Road – Lower Thatcher Brook	Medium priority site identified with poor buffer conditions in the Lower Thatcher Brook watershed.	Establish mowing restriction for a 400 foot section. Natural vegetation is present nearby that will encourage transition to woody shrubs and trees.	Grant: \$0.00 Match: \$363.00 Total: \$363.00

Section V. Construction at NPS Sites—Stormwater Retrofits 6 & 8



Section V. Construction at NPS Sites— Morin Street Stormwater Retrofit

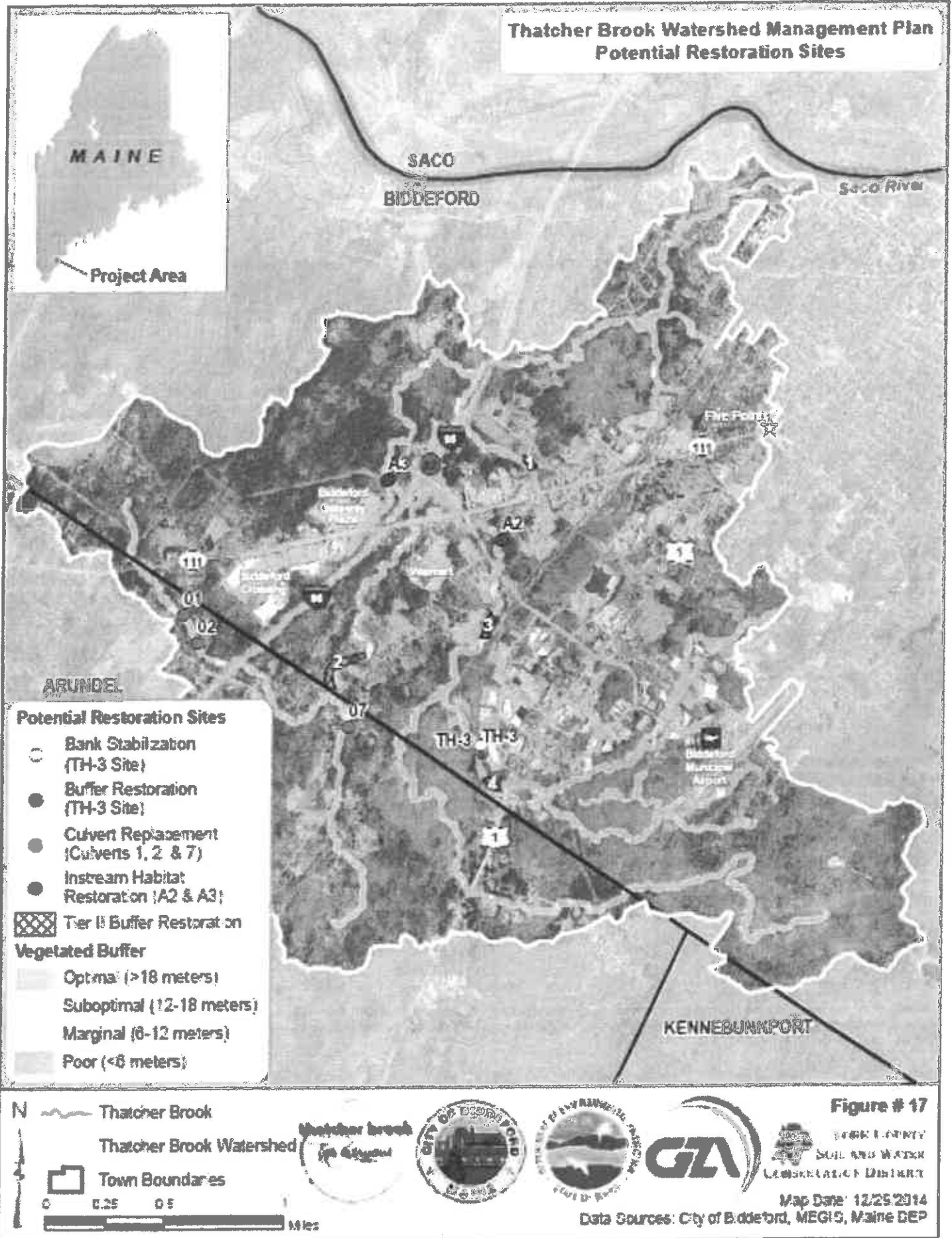


As pictured above, Morin Street is part of an Industrial Park in Biddeford. Untreated stormwater runoff currently discharges directly into Richardson Brook near site TH3, which does not meet State water quality standards for Class B streams. It is proposed to implement a linear treatment system, such as a linear gravel wetland, which has a higher removal efficiency for phosphorus than other linear systems. The City of Biddeford will complete a full survey of the Morin Street drainage area to determine the best treatment system.



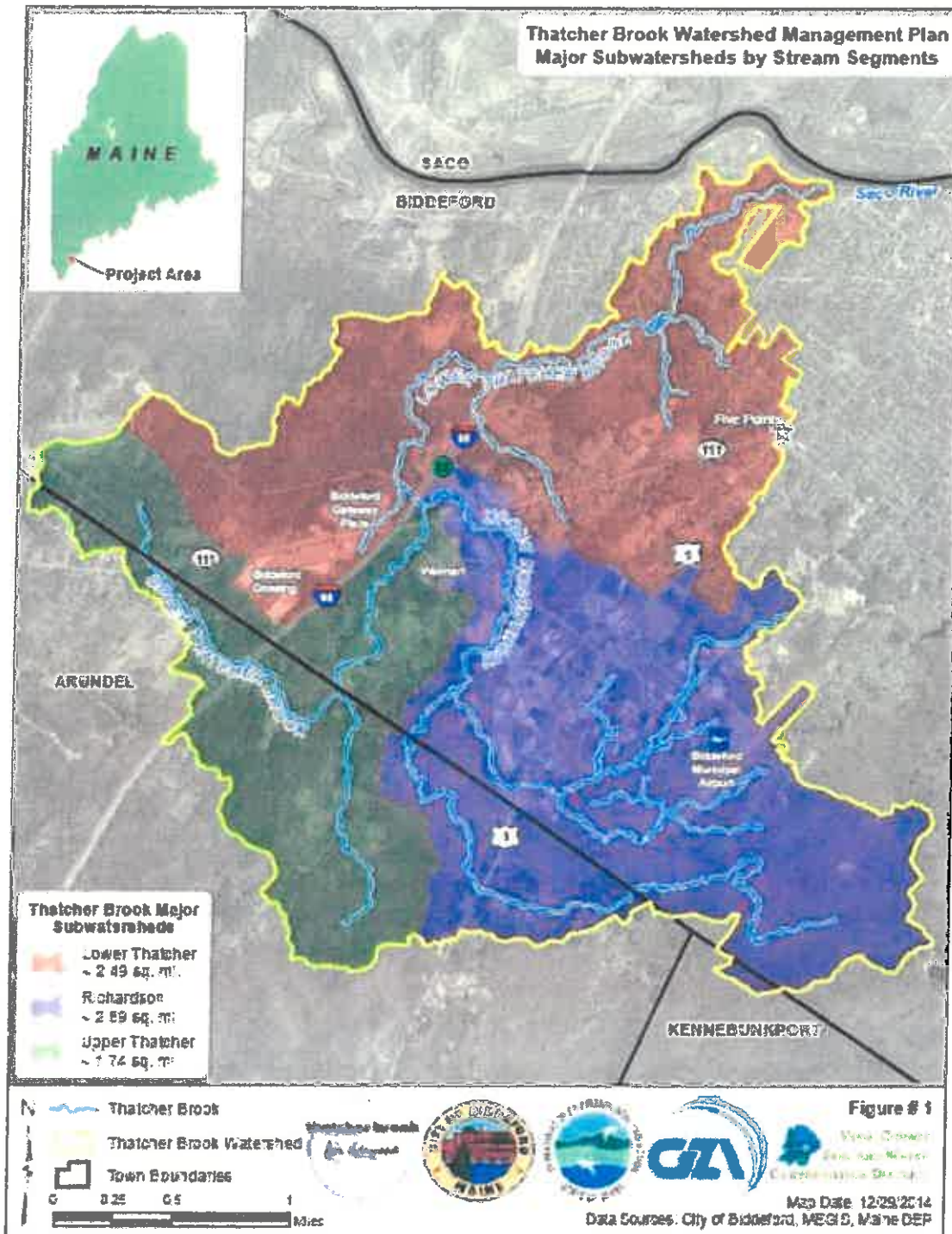
Linear gravel wetland, Gorham Road, South Portland, ME

Thatcher Brook Watershed Management Plan Potential Restoration Sites



Section II. Location Map

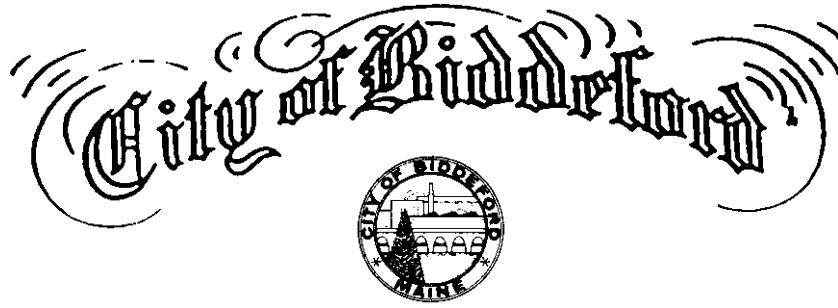
5



Source: Maine DEP IC TMDL for Aquatic Life

Section III. Progress Implementing Watershed-based Plan

See Appendix A, key Watershed-based Management Plan actions



2017.140

IN BOARD OF CITY COUNCIL..DECEMBER 12, 2017

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the establishment of a Summer Staffing Reserve Fund funding it with \$50,000 from unassigned fund balance.



City of Biddeford

Finance Department - (207) 284-9333

205 Main Street, P O Box 586

Biddeford, ME 04005

Fax (207) 571-0667

Cheryl Fournier, Finance Director

December 6, 2017

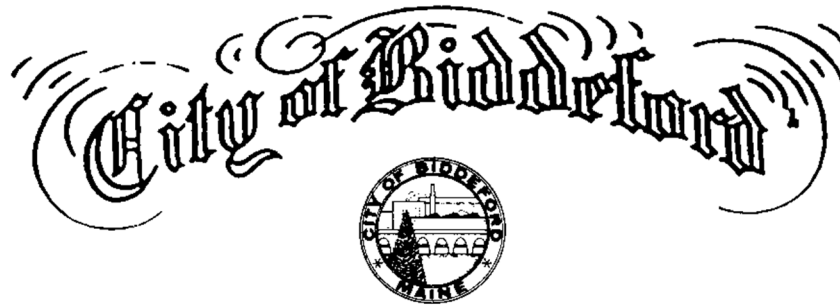
To: Honorable Mayor Casavant
Honorable City Council

From: Cheryl Fournier, Finance Director

Re: Summer Salary Reserve Fund

The fiscal year start of July 1 creates a challenge in hiring summer staff. The budget starts July 1; however, many summer programs and services need to be staffed a prior to July 1. The most common departments that hire summer staff are Recreations, Public Works, and Parks. Creating this reserve will allow us to post and hire summer positions prior to the start of the new fiscal year and budget.

The approval will start a Summer Salary Reserve Fund and fund using \$50,000 from the unassigned fund balance in fiscal year 2018.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Frederick Oliver
316 Granite Street
Ward 3

to the *Airport Commission*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11-17-2017

Name: FREDERICK A. OLIVER

Street Address: 346 GRANITE STREET

Mailing Address:
(if different)

Phone Number(s): 207 282-7184

Email Address: C.OLIVER9@MAINE.NE.COM

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|--|--|
| ☒ • Airport Commission | ☐ • Harbor Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Historic Preservation Commission |
| ☐ • Biddeford Housing Authority | ☐ • Planning Board |
| ☐ • Biddeford Police Advisory Committee | ☐ • Policy Committee |
| ☐ • Board of Assessment Review | ☐ • Project Canopy Committee |
| ☐ • Cable T.V. Committee | ☐ • Recreation Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Solid Waste Management Commission |
| ☐ • Downtown Development Commission | ☐ • Wastewater Management Commission |
| ☐ • Economic Improvement Commission | ☐ • Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

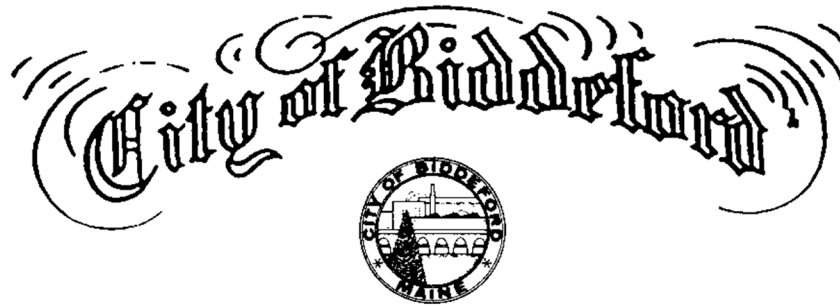
I AM ON AIRPORT COMMISSION ~~AND~~ AND HAVE
BEEN FOR SEVERAL YEARS AND I AM VICE CHAIR

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

I WOULD VERY MUCH LIKE TO REMAIN ON AIRPORT
COMMISSION TO COMPLETE THE WORK THAT WE HAVE
STARTED.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Dean Tourigny
12 Thatcher Brook Lane
Ward 6

to the *Airport Commission*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Commissions, Committees and Boards

Date:

Name:

Street Address:

**Mailing Address:
(if different)**

Phone Number(s):

Email Address:

Please indicate whether you would like your contact information posted on the City's website:

YES ☐

NO ☒

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|--|--|
| ☒ Airport Commission | ☐ Historic Preservation Commission |
| ☐ Comprehensive Plan Committee | ☐ Planning Board |
| ☐ Biddeford Housing Authority | ☐ Police Commission |
| ☐ Board of Assessment Review | ☐ Policy Committee |
| ☐ Cable T.V. Committee | ☐ Project Canopy |
| ☐ Capital Projects/Operations Committee | ☐ Recreation Commission |
| ☐ Conservation Commission | ☐ Saco River Corridor Commission |
| ☐ Downtown Development Commission | ☐ Shellfish Conservation Committee |
| ☐ Economic Improvement Commission | ☐ Solid Waste Management Commission |
| ☐ Environmental Board | ☐ Wastewater Management Commission |
| ☐ Fire Commission | ☐ Zoning Board of Appeals |
| ☐ Harbor Commission | |

☐ Other:

☐ Other:

☐ Other:

☐ Other:

1. Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates):

AIRPORT Commission 2015 - present

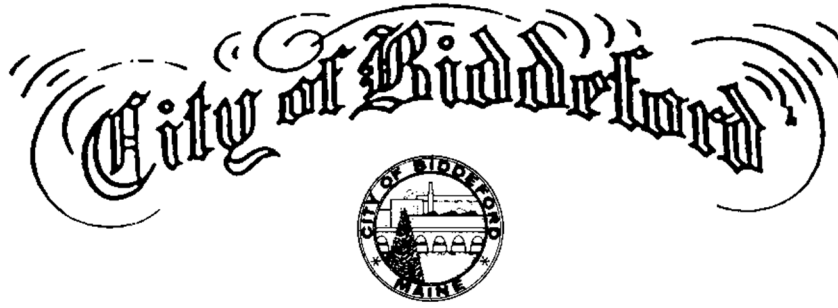
2. Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on:

Executive Board - ADA
PRESIDENT
SECRETARY - present

3. Please provide a brief statement describing your interest in serving the City of Biddeford:

Have served for over a year &
would like to continue.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Anne Daly
170 Hills Beach Road
Ward 1

to the *Biddeford Housing Authority*, for a term to expire in December 2022.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: Nov. 17th 2017

Name: June DALY

Street Address: 170 Hills Beach Rd.
Biddeford, ME 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-282-2003

Email Address: AM.daly@hotmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|--|
| ☐ Airport Commission | ☐ Harbor Commission |
| ☐ Biddeford Fire Advisory Committee | ☐ Historic Preservation Commission |
| ☒ Biddeford Housing Authority | ☐ Planning Board |
| ☐ Biddeford Police Advisory Committee | ☐ Policy Committee |
| ☐ Board of Assessment Review | ☐ Project Canopy Committee |
| ☐ Cable T.V. Committee | ☐ Recreation Commission |
| ☐ Capital Projects Committee | ☐ Shellfish Conservation Committee |
| ☐ Conservation Commission | ☐ Solid Waste Management Commission |
| ☐ Downtown Development Commission | ☐ Wastewater Management Commission |
| ☐ Economic Improvement Commission | ☐ Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Currently on the Board of Biddeford Housing
Since 2010

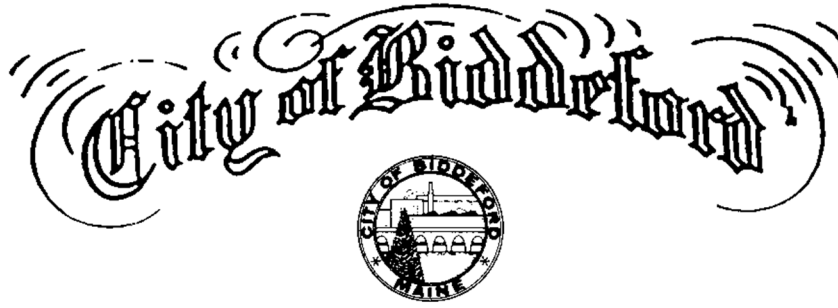
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

was on the City Council for 4 years.
Two on the Finance Committee.

Please provide a brief statement describing your interest in serving the City of Biddeford.

There are many homeless people in Biddeford +
if we find housing for them it will cut down on folks
using the Police, Emergency Rooms etc + Save
Money for the city.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Lucien Belanger
7 Debbie Avenue
Ward 3

to the *Cable T.V. Committee*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/20/17

Name:

Lucien Belanger

Street Address:

7 Debbie Ave

Biddeford, Me.

Mailing Address:
(if different)

Phone Number(s):

(207) 710-3033

Email Address:

LB47@HotMail.Com

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☒ Cable T.V. Committee
- ☐ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☐ Policy Committee
- ☐ Project Canopy Committee
- ☐ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

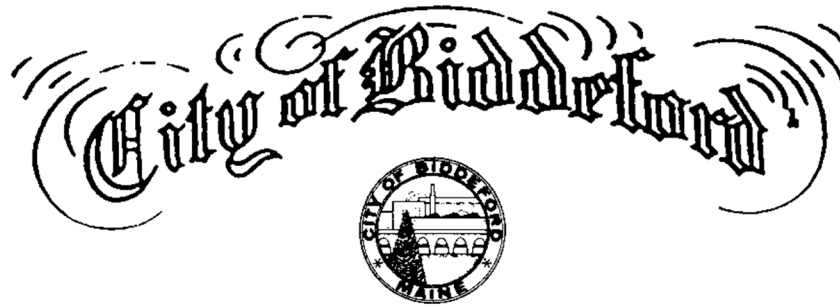
Cable T.V. Committee

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

I would like to continue to work on negotiations with the merger of Time Warner and Spectrum.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Daniel P. Boucher
72 Hill Street, Apt. 102
Ward 2

to the *Capital Projects Committee*, for a term to expire in December 2019.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11-24-17

Name: DANIEL F. BOUCHER

Street Address: 72 HILL ST. APT. 102
BIDDEFORD

Mailing Address:
(if different) _____

Phone Number(s): 207. 590. 3883

Email Address: dpdraft54@yahoo.com

Which City Committee, Board or Commission do you request to be appointed to:

ALSO School Committee Capital Projects if opening
is available

- | | |
|--|--|
| ☐ Airport Commission | ☐ Harbor Commission |
| ☐ Biddeford Fire Advisory Committee | ☐ Historic Preservation Commission |
| ☐ Biddeford Housing Authority | ☐ Planning Board |
| ☐ Biddeford Police Advisory Committee | ☐ Policy Committee |
| ☐ Board of Assessment Review | ☐ Project Canopy Committee |
| ☐ Cable T.V. Committee | ☐ Recreation Commission |
| ☒ Capital Projects Committee | ☐ Shellfish Conservation Committee |
| ☐ Conservation Commission | ☐ Solid Waste Management Commission |
| ☐ Downtown Development Commission | ☐ Wastewater Management Commission |
| ☐ Economic Improvement Commission | ☐ Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

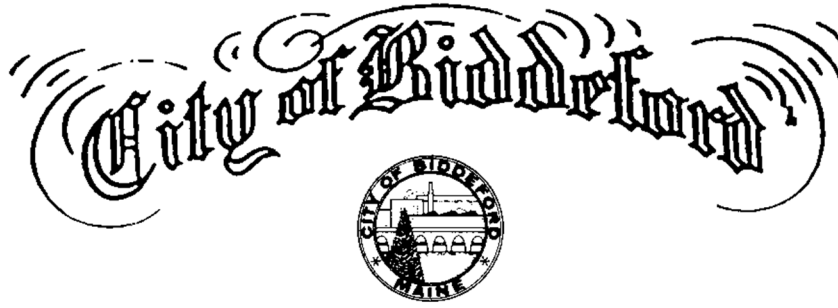
City Council	74-75		
School Committee	1998 - 2003	2006 - 2009	
Chair, Cap Project	2000 -	"	"
" Middle School Bldg Comm		2000-2004	
Co. Chair B.H.S. Renovation Bldg Comm		2006-2010	

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Architectural Design for 30 years
 designed dug-outs for St. Louis Field
 " rest room facilities for Clifford Park
 " dug-outs / concessions for Sac & Little League

Please provide a brief statement describing your interest in serving the City of Biddeford.

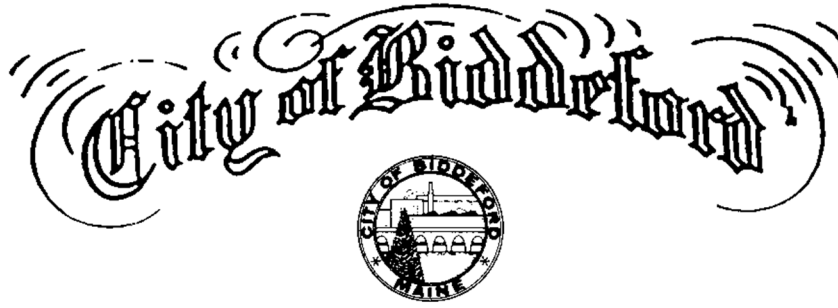
Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Robert Provencher
38 Western Avenue
Ward 6

to the *Capital Projects Committee*, for a term to expire in December 2019.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Kenneth Buechs
10 Seal Lane
Ward 1

to the *Conservation Commission*, for a term to expire in December 2022.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11-28-17

Name:

Kenneth H. Buechs

Street Address:

10 Seal Lane

Biddeford ME 04005

Mailing Address:
(if different)

Phone Number(s):

207-282-3954

Email Address:

Kbuechs@earthlink.net

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☐ Cable T.V. Committee
- ☒ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☐ Policy Committee
- ☐ Project Canopy Committee
- ☐ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Coastal Area Committee - 13 years

Conservation Commission - 3 years

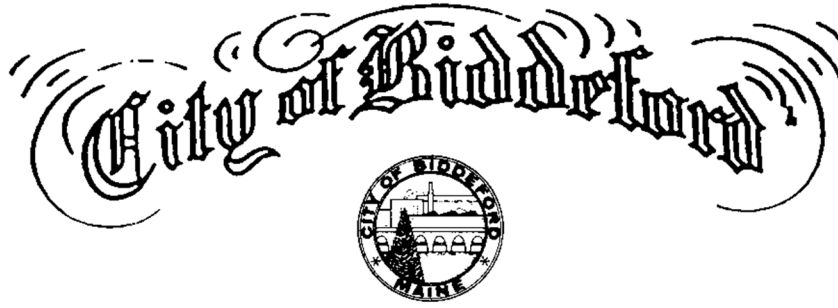
City Representative - SLAWG - 4 years

City Representative - Southern Maine Conservation Collaborative - 3

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Joyce Locke
56 Guinea Road
Ward 1

to the *Economic Improvement Commission*, for a term to expire in December 2024.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11/27/17

Name: JOYCE LOCKE

Street Address: 56 GUINEA Rd
BIDDEFORD, ME 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-284-6303

Email Address: CHOCKE1@MAINE.RR.COM

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|--|
| ☐ • Airport Commission | ☐ • Harbor Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Historic Preservation Commission |
| ☐ • Biddeford Housing Authority | ☐ • Planning Board |
| ☐ • Biddeford Police Advisory Committee | ☐ • Policy Committee |
| ☐ • Board of Assessment Review | ☐ • Project Canopy Committee |
| ☐ • Cable T.V. Committee | ☐ • Recreation Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Solid Waste Management Commission |
| ☐ • Downtown Development Commission | ☐ • Wastewater Management Commission |
| ☒ • Economic Improvement Commission | ☐ • Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

CURRENT MEMBER OF ECONOMIC IMPROVEMENT
COMMISSION

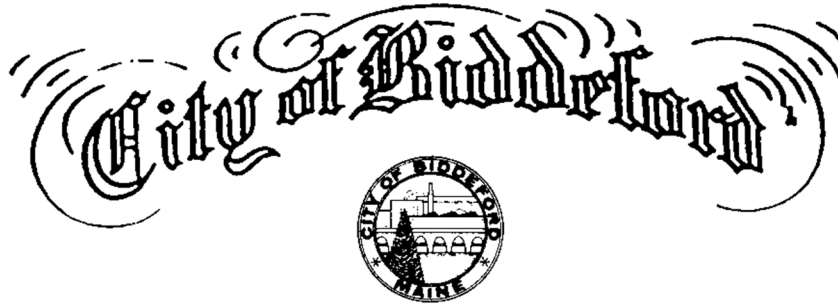
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I HAVE WORKED IN THE PRIVATE SECTOR OF BUSINESS FOR MANY YEARS. MY PARENTS ALSO OWNED A SMALL BUSINESS FOR 35+ YEARS. I AM AWARE OF THE IMPORTANCE OF BUSINESS AND THE POSITIVE ASPECT IT HAS ON THE SUCCESS OF OUR CITY.

Please provide a brief statement describing your interest in serving the City of Biddeford.

I WOULD ENJOY CONTINUING TO BE A PART OF THIS COMMISSION. MUCH PROGRESS HAS BEEN MADE IN PAST YEARS AND I LOOK FORWARD TO BEING PART OF THE FUTURE GROWTH IN BIDDEFORD.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Larry Patoine
24 Appleridge Drive
Ward 6

to the *Planning Board* for a term to expire December 2020; as well as be appointed as the CHAIR of the *Planning Board* for 2018.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/16/2017

Name:

LARRY J. Patoine

Street Address:

24 Apple Ridge Drive

Mailing Address:
(if different)

Phone Number(s):

207-283-9272/207-229-3248

Email Address:

ljpat1@maine.rr.com

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|--|
| ☐ Airport Commission | ☐ Harbor Commission |
| ☐ Biddeford Fire Advisory Committee | ☐ Historic Preservation Commission |
| ☐ Biddeford Housing Authority | ☒ Planning Board |
| ☐ Biddeford Police Advisory Committee | ☐ Policy Committee |
| ☐ Board of Assessment Review | ☐ Project Canopy Committee |
| ☐ Cable T.V. Committee | ☐ Recreation Commission |
| ☐ Capital Projects Committee | ☐ Shellfish Conservation Committee |
| ☐ Conservation Commission | ☐ Solid Waste Management Commission |
| ☐ Downtown Development Commission | ☐ Wastewater Management Commission |
| ☒ Economic Improvement Commission | ☐ Zoning Board of Appeals |

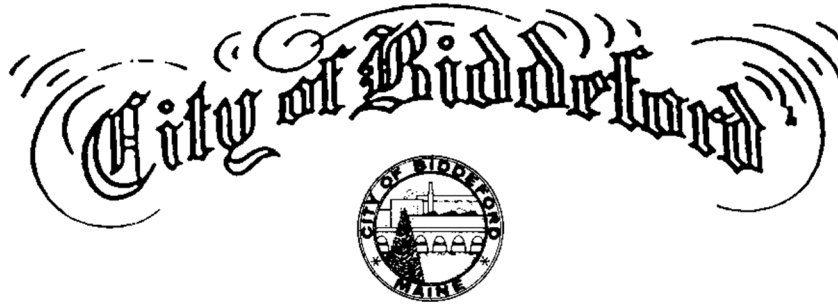
CITY OF BIDDEFORD
Committee Application

| Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

| Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

| Please provide a brief statement describing your interest in serving the City of Biddeford.

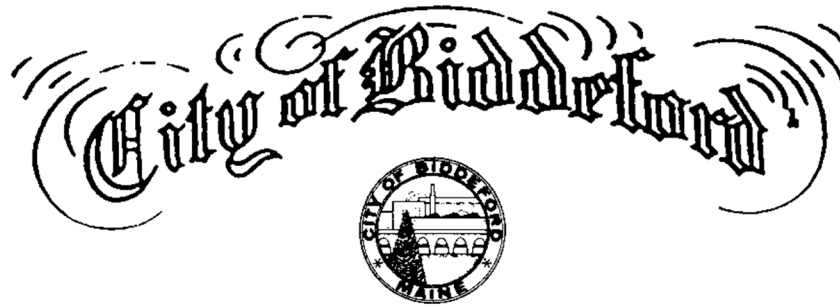
Attach any additional information to this application and return it to the City Clerk’s Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-designate:

Clement Fleurent
291 Granite Street
Ward 3

on the *Planning Board* from Associate Member to Full Voting Member, for a term to
expire December 2018.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Renee O'Neil
48 Sevigny Avenue
Ward 2

to the *Policy Committee*, for a term to expire in December 2019.



Carmen J. Morris
City Clerk

November 2017

Dear Renee:

Your term on the Policy Committee

expires on December 31, 2017. If you would like to be considered for re-appointment please complete the enclosed Committee Application and return to the City Clerk's Office as soon as possible. You may submit your application via fax – 571-0701; via email: carmen.morris@biddefordmaine.org; or drop it off at the City Clerk's Office.

Your application will be forwarded to Mayor Casavant who, by City Charter, recommends appointments to the City Council for approval.

If you do not wish to be considered for this position, please notify the City Clerk's Office so that someone else may be appointed - (call 284-9307 or email: carmen.morris@biddefordmaine.org).

Thank you for your service to the City of Biddeford and we hope to continue working with you!

Respectfully,

Carmen

Carmen J. Morris
City Clerk, Biddeford

205 Main Street * P.O. Box 586 * Biddeford, Maine 04005 * (207) 284-9307 * Fax: (207) 571-0701
carmen.morris@biddefordmaine.org

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/18/17

Name:

Renee O'Neil

Street Address:

48 Sevigny Ave

Biddeford, Me 04005

Mailing Address:
(if different)

Phone Number(s):

207-391-8719

Email Address:

renee@jposoftware.com

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☐ Cable T.V. Committee
- ☐ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☒ Policy Committee
- ☐ Project Canopy Committee
- ☐ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

I have served for several terms on the Policy Com. & would like to continue to serve my community in this way. I have participated in various public & non-profit boards & committees: City Theater, HOB, Eugene, Wardwell, Biddeford Savings, SMMC prior to MaineHealth, St. Anne HealthCare, are some examples.

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

My experience with work on multiple boards & committees provide me with the ability to work out solutions with many different types of people. I have a strong background in quality measures & procedures, along with creating policies that are workable & fair.

Please provide a brief statement describing your interest in serving the City of Biddeford.

I love the community of Biddeford & want to continue to serve to help shape the growth it is experiencing in a positive way. I am proud to be a citizen of Biddeford & will be forward to providing & sharing my passion & knowledge. I recognize the importance of building a good community for not only the present, but for the future. Serving on the Policy Committee has been my way of contributing to the present & future of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.

Renee O'Neil

48 Seigny Ave
Biddeford, Maine 04005

Cell: 207-391-8719
email: renee@iposssoftware.com

Education

Colby Sawyer College – New London, NH

Bachelor of Arts – Fine & Performing Arts

Graduated Summa Cum Laude/Theater Department Academic Achievement Award/Sawyer Fellowship Award

Member of: Alpha Chi, Phi Theta Kappa, Alpha Psi Omega, and Key Club

Associates of Science – Medical Studies

Graduated Summa Cum Laude/Natural Science Academic Achievement Award/Sawyer Fellowship Award

University of New England – Biddeford, Me

Advanced Physiology course

Affiliations

Policy Committee Member, City of Biddeford (2014-present)

Board Member, Wardwell Assisted Living (2016- present)

Board Member, Engine (Downtown Arts Group) (2012-2016) Advisory Board Member (2016-present)

Trustee, St. Andre Health Care (2011-2012)

Founding Member/Board Member/Treasurer/Secretary/Advisory Board, Heart of Biddeford (2003-present)

Restoration Chairperson/Board Member/Vice President/ Treasurer, Advisory Member, City Theater (1987-present)

Member/Advisory Committee, Orton Family Community Grant (2008-2011)

Founding Member, Tri City Arts Council (2004-2006)

Corporator, Biddeford Savings Bank (2003-present)

Corporator, Southern Maine Medical Center (2004-2009)

Awards & Recognitions

Maine Preservation Award-City Theater Restoration Project Team

Biddeford & Saco Rotary- Citizen's Award

Biddeford Historical Society's Annual Preservation Award

Main Street Maine- 2009 Downtown Achievement Award

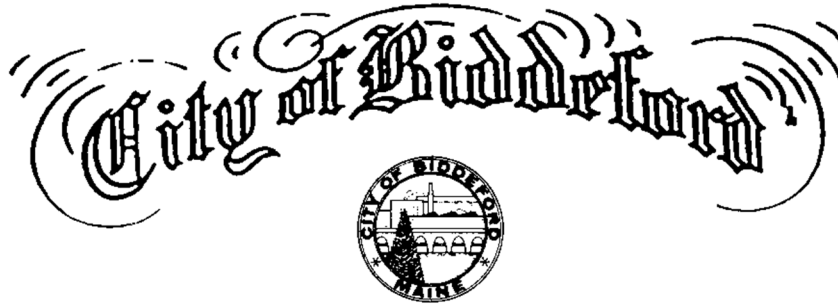
Maine Street Maine- 2010 Volunteer Achievement Award

Bill Kany Jr. Leadership Award-2017

Published Articles

"Mentors": Village Magazine- Current Publications 2015

"Keeping Medical Information Organized"- Senior Source Magazine 2016



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Charlotte Jacques
1 Hillside Avenue
Ward 4

to the *Project Canopy Committee*, for a term to expire in December 2022.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: November 16, 2017

Name: Charlotte Jacques

Street Address: 1 Hillside Ave
Biddeford, Maine

Mailing Address:
(if different) _____

Phone Number(s): 207/283-3014 207/423-5352

Email Address: raandcha@hotmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☐ Cable T.V. Committee
- ☐ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☐ Policy Committee
- ☒ Project Canopy Committee
- ☐ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals

Thank you!

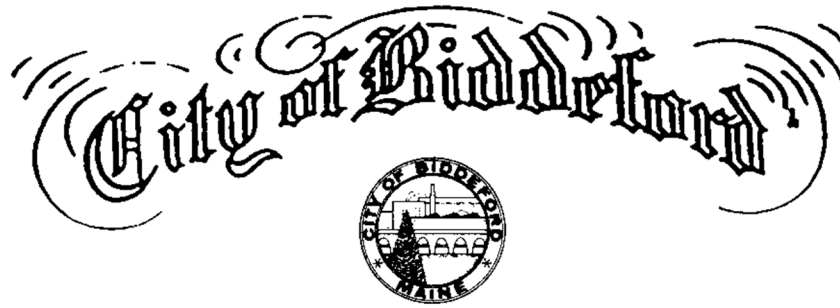
CITY OF BIDDEFORD
Committee Application

| Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

| Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

| Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Ron Ouellette
308 Pool Street
Ward 2

to the *Recreation Commission*, for a term to expire in December 2022.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/20/17

Name:

Ron Ouellette

Street Address:

308 Pool Rd

Biddeford Me 04005

Mailing Address:
(if different)

Phone Number(s):

282-0705

Email Address:

rouellette@unc.edu

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☐ Cable T.V. Committee
- ☐ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☐ Policy Committee
- ☐ Project Canopy Committee
- ☒ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☐ Wastewater Management Commission
- ☐ Zoning Board of Appeals

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Finishing my term on Recreation Commission: This is a reapplication

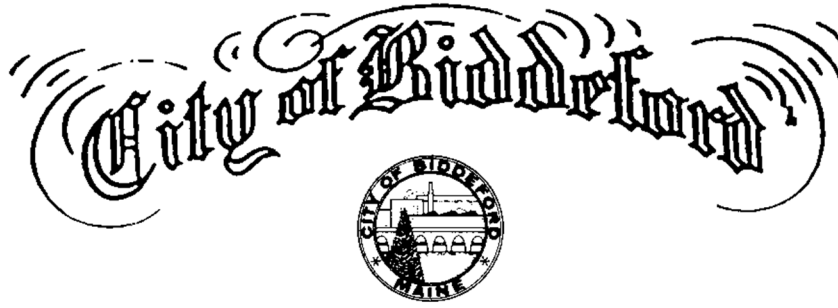
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

- 43 years as a coach which gives insight on the needs of the youth of Biddeford
- Serving my 1st Term on the Rec Commission
- Worked for Rec Department in college

Please provide a brief statement describing your interest in serving the City of Biddeford.

I have been active in this city my entire adult life. Serving on the school boards for both St. Mary's and St. James. Served for over 10 years on the Lakeside Committee

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

David Morissette
8 Rosewood Circle
Ward 3

to the *Shellfish Conservation Committee*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11-17-2017

Name: DAVID MORISSETTE

Street Address: 8 ROSEWOOD CIRCLE
BIDDEFORD, ME, 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-284-1353 HM

Email Address: _____

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|--|--|
| ☐ Airport Commission | ☐ Harbor Commission |
| ☐ Biddeford Fire Advisory Committee | ☐ Historic Preservation Commission |
| ☐ Biddeford Housing Authority | ☐ Planning Board |
| ☐ Biddeford Police Advisory Committee | ☐ Policy Committee |
| ☐ Board of Assessment Review | ☐ Project Canopy Committee |
| ☐ Cable T.V. Committee | ☐ Recreation Commission |
| ☐ Capital Projects Committee | ☒ Shellfish Conservation Committee |
| ☐ Conservation Commission | ☐ Solid Waste Management Commission |
| ☐ Downtown Development Commission | ☐ Wastewater Management Commission |
| ☐ Economic Improvement Commission | ☐ Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

I HAVE SERVED ON THIS COMMITTEE FOR ABOUT 10 YRS 2006-2007

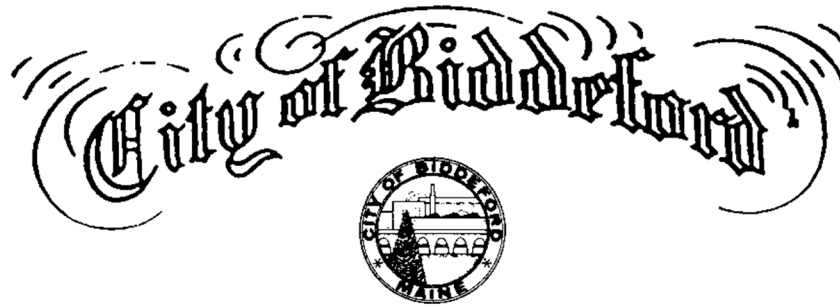
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

STATE CERTIFIED SHELLFISH WARDEN
STATE CERTIFIED WATER SAMPLING
SERVED AS SHELLFISH WARDEN FOR 6 YRS
COMMERCIAL CLAM HARVESTER FOR 12 YRS.

Please provide a brief statement describing your interest in serving the City of Biddeford.

KEEPING THIS RESOURCE OF SHELLFISH FOR YEARS
TO COME. SAFE AND OPEN FOR ALL TO ENJOY.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Roland Pelletier
10 Debbie Avenue
Ward 3

to the *Shellfish Conservation Committee*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11-15-2017

Name: ROLAND PELLETIER (Roland Pelletier)

Street Address: 10 DEBBIE AVE.
BIDDEFORD, MAINE 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-282-6792

Email Address: ROLANDNNOEMI@MAINE.PR.COM

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|--|--|
| ☐ Airport Commission | ☐ Harbor Commission |
| ☐ Biddeford Fire Advisory Committee | ☐ Historic Preservation Commission |
| ☐ Biddeford Housing Authority | ☐ Planning Board |
| ☐ Biddeford Police Advisory Committee | ☐ Policy Committee |
| ☐ Board of Assessment Review | ☐ Project Canopy Committee |
| ☐ Cable T.V. Committee | ☐ Recreation Commission |
| ☐ Capital Projects Committee | ☒ Shellfish Conservation Committee |
| ☐ Conservation Commission | ☐ Solid Waste Management Commission |
| ☐ Downtown Development Commission | ☐ Wastewater Management Commission |
| ☐ Economic Improvement Commission | ☐ Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

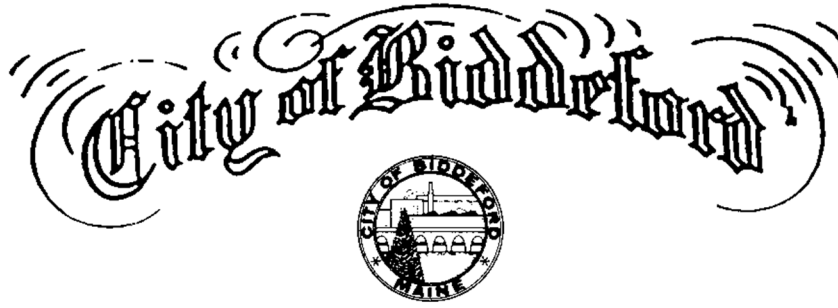
Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

*Served on Shellfish committee for past 3 years.
Request re-appointment*

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

James Emerson
127 Old Pool Road
Ward 1

to the *Solid Waste Management Commission*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: _____

Name: _____

Street Address: _____

Mailing Address:
(if different) _____

Phone Number(s): _____

Email Address: _____

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|---|
| _____ • Airport Commission | _____ • Harbor Commission |
| _____ • Biddeford Fire Advisory Committee | _____ • Historic Preservation Commission |
| _____ • Biddeford Housing Authority | _____ • Planning Board |
| _____ • Biddeford Police Advisory Committee | _____ • Policy Committee |
| _____ • Board of Assessment Review | _____ • Project Canopy Committee |
| _____ • Cable T.V. Committee | _____ • Recreation Commission |
| _____ • Capital Projects Committee | _____ • Shellfish Conservation Committee |
| _____ • Conservation Commission | _____ • Solid Waste Management Commission |
| _____ • Downtown Development Commission | _____ • Wastewater Management Commission |
| _____ • Economic Improvement Commission | _____ • Zoning Board of Appeals |

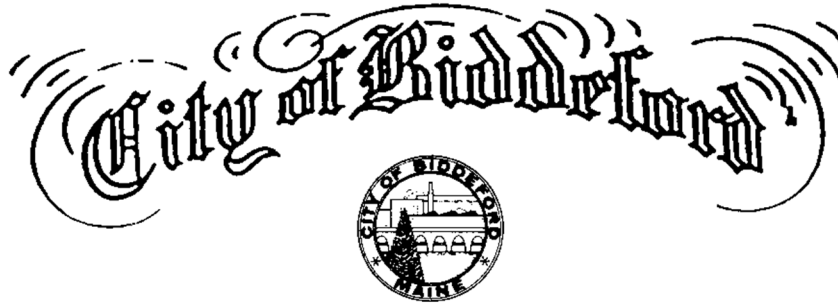
CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...DECEMBER 12, 2017
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Brian Fleurant
77 Prospect Street
Ward 4

to the *Wastewater Management Commission*, for a term to expire in December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11-17-17

Name: BRIAN L. FLEURANT

Street Address: 77 PROSPECT ST.
BIDDEFORD

Mailing Address: N/A
(if different)

Phone Number(s): 299-2797

Email Address: b.fleurant65@gmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- ☐ Airport Commission
- ☐ Biddeford Fire Advisory Committee
- ☐ Biddeford Housing Authority
- ☐ Biddeford Police Advisory Committee
- ☐ Board of Assessment Review
- ☐ Cable T.V. Committee
- ☐ Capital Projects Committee
- ☐ Conservation Commission
- ☐ Downtown Development Commission
- ☐ Economic Improvement Commission

- ☐ Harbor Commission
- ☐ Historic Preservation Commission
- ☐ Planning Board
- ☐ Policy Committee
- ☐ Project Canopy Committee
- ☐ Recreation Commission
- ☐ Shellfish Conservation Committee
- ☐ Solid Waste Management Commission
- ☒ Wastewater Management Commission
- ☐ Zoning Board of Appeals

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

WASTEWATER (SINCE 4/2006), BOARD OF ASSESS-
MENT REVIEW - 2014 TO PRESENT

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Prior & Continuing EXPERIENCE SERVING ON THIS
COMMISSION, IN WHICH I THOROUGHLY ENJOY DOING.

Please provide a brief statement describing your interest in serving the City of Biddeford.

I ENJOY GIVING BACK TO THE COMMUNITY THAT I
WAS BORN & RAISED IN, IN WHICH IT GIVES ME LOTS
OF PRIDE & SATISFACTION TO SEE THIS WONDERFUL
COMMUNITY GROW EACH DAY.

Attach any additional information to this application and return it to the City Clerk's Office.