

City of Biddeford
City Council
December 06, 2022 6:00 PM Council Chambers and via Zoom

Please click this URL to join:
<https://biddeford.zoom.us/j/92122451853?pwd=OHZ1eFVLdEs5UjVCZGYwdkxoellEQT09>

Webinar ID: 921 2245 1853
Passcode: 813013

Or One tap mobile:
+13126266799,,92122451853# US (Chicago)
+16465588656,,92122451853# US (New York)

Or join by phone:
Dial(for higher quality, dial a number based on your current location):
US: +1 312 626 6799 or +1 646 558 8656 or +1 646 931 3860

International numbers available: <https://biddeford.zoom.us/u/aoJPXMIHc>

Status: In-Person and via Zoom; Council Chambers; 6:00 p.m.

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
 - Addition- Public Hearing Liquor License Maggie May Restaurant, LLC
 - Addition - Executive Session - MRS 405 (6)(D) Labor Negotiations
- 4. Game of Chance Beano/Bingo - Applications**
 - 4a. 20221206 Gaming License Approval-Amvets Post 1
[20221206 Gaming License Approval - Amvets Post 1](#)
 - 4b. 20221206 Gaming License Approval - Biddeford Eagles
[20221206 Gaming License Approval - Biddeford Eagles](#)
- 5. Public Hearing**
 - 5a. Liquor License- Maggie Murphy's Restaurant, LLC -DBA Three Sisters Family Restaurant
[Maggie Murphy's Restaurant LLC - DBA Three Sister's Family Restaurant- Legal Notice](#)
- 6. Liquor License Consideration**
 - 6a. Approval/Liquor License
[20221206 Liquor License Approval - Maggie Murphy Restaurant LLC, DBA Three](#)

[Sister's Family Restaurant](#)

7. **Public Addressing the Council...(3 minute limit per speaker for up to a total of 15 minutes)**
8. **Consideration of Minutes:**
 - 8a. Approval of Minutes from November 15, 2022
[20221115 City Council Meeting Minutes for November 15, 2022](#)
9. **Second Reading: (Public Comment - 3 minute limit)**
 - 9a. 2022.98) Approval/Amendment to CH.30, Public Safety, Article III Fire Prevention Bureau, Section 30-147, Fire Lanes
[20221115 Establishing Fire Lanes - ORDER](#)
[20221115 Amend - CH 30, Sec 30-147, Fire Lanes - MEMO](#)
 - 9b. 2022.88) Approval/Biddeford Climate Task Force Race to Zero Pledge
[20221018 Adopting Race to Zero Pledge-RESOLUTION](#)
[20221018 BCTF Race to Zero - MEMO](#)
10. **Orders of the Day: (Public Comment - 3 minute limit)**
 - 10a. 2022.99) Approval-Shoreland Zoning Amendment
[20221206 LDR Shoreland Amendments-ORDER](#)
[20221206 Shoreland Zone Waterfront Renaissance- Memo](#)
[20221206 Shoreland Zone - Map Boundary](#)
 - 10b. 2022.100) Approval -Commercial Revaluations Award-KRT Appraisal
[20221206 Commercial Revaluation Award- KRT Appraisal-ORDER](#)
[20221206 Commercial Revaluation-MEMO](#)
[20221206 Commercial Revaluation Proposals](#)
 - 10c. 2022.101) Approval/Special Event Permit -Permission for Alcohol- Biddeford-Saco Chamber of Commerce
[20221206 Special Event-Permission for Alcohol-Biddeford-Saco Chamber of Commerce-ORDER](#)
[20221206 Special Event-Permission for Alcohol-Biddeford-Saco Chamber of Commerce-Application](#)
[20221206 Special Event-Permission for Alcohol-Biddeford-Saco Chamber of Commerce- Letter](#)
11. **Appointments: (No Public Comment)**
 - 11a. Anne Daly -Biddeford Housing Authority
[Anne Daly - Housing Authority](#)
 - 11b. Gerald Bernier-Airport Commission
[Gerald Bernier-Airport Commission](#)
 - 11c. Carolyn Southwick- Biddeford Police Advisory Committee
[Carolyn Southwick- Police Advisory Committee](#)
 - 11d. Michael Cantara- Planning Board
[Michael Cantara- Planning Board](#)
 - 11e. Paul Lariviere- Shellfish Conservation Committee
[Paul Lariviere-Shellfish Conservation Committee](#)
 - 11f. Roger Hurtubise-Biddeford Fire Advisory Committee
[Roger Hurtubise-Biddeford Fire Advisory Committee](#)
 - 11g. Julie Larry -Historic Preservation Commission

[Julie Larry- Historic Preservation Commission](#)

11h. Cat Bates- Biddeford Citizen's Advisory Committee

[Cat Bates- Biddeford Citizen's Advisory Committee](#)

11i. Appoint Two Alternate Members to the General Assistance Fair Hearing Committee

12. Public Addressing the Council..(5 minute limit per speaker; 30 minute total time limit)

13. City Manager Report: (James Bennett)

14. Other Business: (Councilors' Comments; Updates; Announcements)

15. Council President Addressing the Council: (Councilor Norman Belanger)

16. Mayor Addressing the Council: (Mayor Alan Casavant)

17. Executive Session

17a. MRS 405(6)(A) -Personnel Matter

17b. MRS 405(6)(C)- Real Estate Matter

17c. MRS 405(6)(D) Labor Negotiations

18. Adjourn

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to Register Games of Chance

MGCU - 5400

****The application (to include the organization's rules for the game(s)) and the registration fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested****

Games of Chance (Includes Raffles): \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year (January to December)

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. For what game(s) are you registering (please indicate number of games adjacent the name of the game and attach the organization's rules for the game(s) requested to the application):

Sealed Ticket 4 Dice 1 Wheel _____ Pot of Gold (Daily/Weekly Pool) 1

Queen of Hearts _____ Three Card Challenge _____ Other (Indicate Name of Game) _____

Raffle _____ Internet Raffle (Attach a Copy of the Internet Raffle Operator Contract) _____

Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

2. Organization Name: _____

Organization Number: 2205 Federal Tax ID # (EIN): 01-0342874

Business Address: _____

Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

City: _____ State: _____ Zip Code _____

Mailing Address: _____ Phone: _____

Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

City: _____ State: _____ Zip Code: _____

3. Current Officers:

FINANCE
JAMES THIBODEAU 400 ALFRED ST. BIDDEFORD 04005 590-0020 APR. 2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
2nd VICE

LIONEL LAMONTAGNE 12 FIELDCREST DR. BIDDEFORD 04005 282-4966 APR. 2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES
ADJUTANT

JOSEPH FOSTER 439 MOUNTAIN RD. ARUNDEL 04046 282-1099 APR. 2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

4. Location where Game of Chance is to be conducted:

Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

BUILDING ADDRESS CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

JAMES THIBODEAU
NAME

207-590-0020
DAYTIME PHONE & EVENING PHONE

E-Mail Address: jimtibi1@yahoo.com

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon Tue Wed Thu Fri Sat Sun

7. What time do the doors open? 12:00 PM What time does the game start? 12:00 PM

8. Dates – Please specify either weeks (Monday through Sunday), full calendar months or calendar year (Jan to Dec). If more space is needed attach a sheet of paper to this application listing the information. Please write your organization name and number on the sheet.

JAN. 2023

MAY 2023

SEPT. 2023

FEB. 2023

JUN. 2023

OCT. 2023

MAR. 2023

JULY 2023

NOV. 2023

APR. 2023

AUG. 2023

DEC. 2023

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes ☐ No ☒

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the registered activity. **Please write your organization name and number on the list.**

13. **Raffles Only:**

Specify the charitable purpose(s) that the proceeds of the raffle will benefit:

List the prize(s) and the value of the prize(s) to be awarded: If more space is needed attach a sheet of paper to this application listing the information. Please write your organization name and number on the sheet.

14. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: 

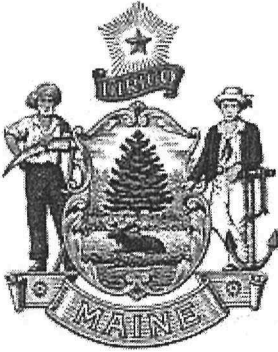
Print Name: JAMES R. THIBODEAU Title: FINANCE OFFICER

Date: 11-7-2022 Age 18 or older: Yes ☒ No ☐

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to License Games of Chance

MGCU - 5300

****The application (to include the rules for the game(s)) and license fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested****

Games of Chance (I.E. Poker, Blackjack): \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year

Video Poker: \$15 Calendar Week (Monday through Sunday) or \$60 Calendar Month

Cards (Cribbage): \$30 Calendar Year or Portion Thereof

Super Cribbage Tournament Game: \$75.00 Per Tournament

Tournament Game (up to 50 players) (I.E. Texas Hold'em): \$40.00 Per Tournament; \$100.00 Calendar Month (Two Tournaments Per Month); \$750.00 Calendar Year (Two Tournaments Per Month)

Tournament Game (51 to 100 players) (I.E. Texas Hold'em): \$75.00 Per Tournament; \$200.00 Calendar Month (Two Tournaments Per Month); \$1,500 Calendar Year (Two Tournaments Per Month)

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

**Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. For what game(s) are you licensing (please indicate number adjacent name and attach rules for the game(s)):

Tournament (Up to 50 Players) _____

Tournament (51 to 100 Players) _____

Video Poker _____ Cards (Cribbage) 1 Poker _____ Super Cribbage Tournament _____

Other _____ (Specify Name of Game) _____

2. Organization Name: Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

Organization Number: 2105 Federal Tax ID # (EIN): ~~01~~ 01-0342874

Business Address: Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

City: _____ State: _____ Zip Code _____

Mailing Address: Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

City: _____ State: _____ Zip Code: _____

3. Current Officers:

FINANCE

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>JAMES THIBODEAU</u> <u>2nd VICE</u>	<u>400 ALFRED ST.</u>	<u>BIDDEFORD 04005</u>	<u>590-0020</u>	<u>APRIL 2023</u>

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>LIONEL LAMONTAGNE</u> <u>ADJUTANT</u>	<u>12 FIELDCREST DR.</u>	<u>BIDDEFORD 04005</u>	<u>282-4466</u>	<u>APRIL 2023</u>

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
<u>JOSEPH FOSTER</u>	<u>439 MOUNTAIN RD.</u>	<u>ARUNDEL 04046</u>	<u>282-1099</u>	<u>APRIL 2023</u>

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
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Amvets Post 1
147 Alfred Street
Biddeford, ME 04005

4. Location where Game of Chance is to be conducted:

BUILDING

ADDRESS

CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

JAMES THIBODEAU

NAME

207-590-0020

DAYTIME PHONE & EVENING PHONE

E-Mail Address: Jimtib1@yahoo.com

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon

Tue

Wed

Thu

Fri

Sat

Sun

7. What time do the doors open? 12:00 PM What time does the game start? 12:00 PM

8. Dates – Please specify weeks (Monday through Sunday), full calendar months or calendar year.

JAN. 2023

MAY 2023

SEP. 2023

FEB. 2023

JUNE 2023

OCT. 2023

MAR. 2023

JULY 2023

NOV. 2023

APR. 2023

AUG. 2023

DEC. 2023

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes ☐ No ☒

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. **Tournament Game Only:** Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

☒ Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

Municipal Consent to License

The undersigned being municipal officers of the City/Town of Biddeford hereby certify that we consent to the application for licensure by Amvets Post 1 to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: K. Lynn

Date: 12/6/2022 Title: City Clerk

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: James R. Thibodeau

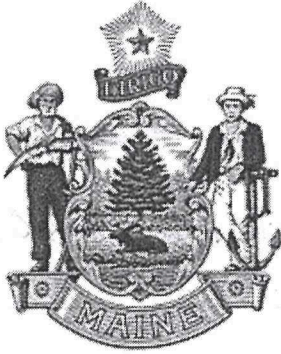
Print Name: JAMES R. THIBODEAU Title: FINANCE OFFICER

Date: 11-7-2022 Age 18 or older: Yes ☒ No ☐

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to Register Games of Chance

MGCU - 5400

****The application (to include the organization's rules for the game(s)) and the registration fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested****

Games of Chance (Includes Raffles): \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year (January to December)

Make check payable to Treasurer, State of Maine

Return the completed and signed application to:

Department of Public Safety
Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax

1. For what game(s) are you registering (please indicate number of games adjacent the name of the game and attach the organization's rules for the game(s) requested to the application):

Sealed Ticket 4 Dice 1 Wheel _____ Pot of Gold (Daily/Weekly Pool) 1

Queen of Hearts 1 Three Card Challenge _____ Other (Indicate Name of Game) _____

Raffle _____ Internet Raffle (Attach a Copy of the Internet Raffle Operator Contract) _____

2. Organization Name: Biddeford Eagles 804

Organization Number: 1322 Federal Tax ID # (EIN): 001-0063057

Business Address: 57 Birch Street

City: Biddeford State: ME Zip Code 04005

Mailing Address: SAMP Phone: _____

City: _____ State: _____ Zip Code: _____

3. Current Officers:

George Worthley President 20 Euanthia Drive Biddeford ME 04005 6-2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

Denise Lamontagne Secretary 6 Fieldcrest Dr. Biddeford 04005 207-602-8060 6-2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

Amber Sylva President 245 State ST Biddeford ME 207-749-0559 6-2024
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

Sharon Reilly President 66 Maple St. Saco ME 207-468-4758 6-2023
NAME & TITLE ADDRESS CITY/ZIP PHONE DATE TERM EXPIRES

4. Location where Game of Chance is to be conducted:

804 Eagles 57 Birch ST Biddeford - 04005
BUILDING ADDRESS CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

George Worthley
NAME

207-590-1228
DAYTIME PHONE & EVENING PHONE

E-Mail Address: _____

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon Tue Wed Thu Fri Sat Sun

7. What time do the doors open? 12:00 PM What time does the game start? 12:00 PM

8. Dates – Please specify either weeks (Monday through Sunday), full calendar months or calendar year (Jan to Dec). If more space is needed attach a sheet of paper to this application listing the information. Please write your organization name and number on the sheet.

1-1-2023 - 12-31-2023

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes ☐ No ☒

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the registered activity. **Please write your organization name and number on the list.**

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List the prize(s) and the value of the prize(s) to be awarded: If more space is needed attach a sheet of paper to this application listing the information. Please write your organization name and number on the sheet.

14. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Age 18 or older: _____

Yes ☒

No ☐

FOR OFFICE USE ONLY

Check # _____

Amount \$ _____



Application to License Games of Chance

MGCU - 5300

****The application (to include the rules for the game(s)) and license fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested****

Games of Chance (I.E. Poker, Blackjack): \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year

Video Poker: \$15 Calendar Week (Monday through Sunday) or \$60 Calendar Month

Cards (Cribbage): \$30 Calendar Year or Portion Thereof

Super Cribbage Tournament Game: \$75.00 Per Tournament

Tournament Game (up to 50 players) (I.E. Texas Hold'em): \$40.00 Per Tournament; \$100.00 Calendar Month (Two Tournaments Per Month); \$750.00 Calendar Year (Two Tournaments Per Month)

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Gambling Control Unit
Central Maine Commerce Center
87 State House Station
45 Commerce Drive, Suite 3
Augusta, Maine 04333-0087
(207) 626-3900 – Office
(207) 287-4356 – Fax**

1. For what game(s) are you licensing (please indicate number adjacent name and attach rules for the game(s)):

Tournament (Up to 50 Players) _____

Tournament (51 to 100 Players) _____

Video Poker _____ Cards (Cribbage) 1 Poker 1 Super Cribbage Tournament _____

Other _____ (Specify Name of Game) _____

2. Organization Name: Biddeford Eagles 804

Organization Number: 1322 Federal Tax ID # (EIN): 01-0063057

Business Address: 57 Birch Street

City: Biddeford State: ME Zip Code 04005

Mailing Address: SAME Phone: 207-282-4026

City: _____ State: _____ Zip Code: _____

3. Current Officers:

<u>George Worthy/Trustee</u>	<u>20 EVANTIA DR</u>	<u>BID. 04005</u>	<u>590-1228</u>	<u>6-2023</u>
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

<u>Denise LAMONTAGNE/sect</u>	<u>6 Fieldcrest Dr</u>	<u>Bidde 04005</u>	<u>602-8060</u>	<u>6-2023</u>
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

<u>Amber SILVA/Trustee</u>	<u>245 STATESREET</u>	<u>BIDDE 04005</u>	<u>749-0559</u>	<u>6-2024</u>
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

<u>Shawn Rielly/Trustee</u>	<u>66 MAPLE ST</u>	<u>SACO</u>	<u>468-4758</u>	<u>6-2023</u>
NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES

4. Location where Game of Chance is to be conducted:

Biddeford Eagles 57 Birch St Biddeford 04005
BUILDING ADDRESS CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

Bob Beuthout 207-569-5540
NAME DAYTIME PHONE & EVENING PHONE

E-Mail Address: biddeford Eagles 804@gmail.com

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon Tue Wed Thu Fri Sat Sun

7. What time do the doors open? 12 AM What time does the game start? 12 AM

8. Dates – Please specify weeks (Monday through Sunday), full calendar months or calendar year.

1-1-2023 - 12-31-2023

9. Does the organization own all the equipment used in operating the Game of Chance? Yes ☒ No ☐

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes ☐ No ☒

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

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12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. **Tournament Game Only:** Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

☒ Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

Municipal Consent to License

The undersigned being municipal officers of the City/Town of Biddeford hereby certify that we consent to the application for licensure by Biddeford Eagles to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: [Signature]

Date: 12/6/2022 Title: City Clerk

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

Name: _____

Date: _____ Title: _____

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: Denise Lamontagne

Print Name: Denise Lamontagne Title: Secretary

Date: 11/4/22 Age 18 or older: Yes ☒ No ☐

CITY OF BIDDEFORD
LEGAL NOTICE

Notice is hereby given that the Municipal Officers of the City of Biddeford, at their next meeting on December 6, 2022, will consider the following liquor license:

Maggie Murphy Restaurants, LLC / DBA Three Sister's Family Restaurant:
641 Elm Street, Biddeford, ME
Restaurant: Malt; Wine

ATTEST BY: _____
Kristy Cyr, City Clerk

PC. \$100.
11-07-22

For New Businesses and Businesses with Liquor Licenses: Please be sure to contact the Code Enforcement Office to schedule an inspection (207) 284-9236

CODES
11-07-22

City of Biddeford
BUSINESS LICENSE APPLICATION

BUSINESS NAME: Maggie Murphy's Restaurants LLC
DBA Three Sisters Family Restaurant

Business Address: 641 Elm St Biddeford Map Lot

Mailing Address: " "

Business Telephone Number: 207-391-2814 or 207-216-3897
maggie Kelli (manager)

Email Address: jaxhaven144@gmail.com

OWNER/OPERATOR: Maggie Murphy

Home Physical Address: 32 Little Falls Rd Hollis, ME 04042

Home Mailing Address: 32 Little Falls Rd, Hollis, ME 04042

Home Telephone Number: 207-391-2814

Applicant(s) Date of Birth: 09/05/1983

Maggie Murphy
Applicant's Signature

11/7/22
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 | |

\$150.00 (annual)

- | | |
|--|--|
| ☐ Indoor Skating Rink | ☐ Public Firing Range |
| ☐ Bowling Lanes | ☐ Bottle Club |
| ☐ Theater/Movie House | |
| (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 | |

For New Businesses and Businesses with Liquor Licenses: Please be sure to contact the Code Enforcement Office to schedule an inspection (207) 284-9236

PAWNBROKER:	\$200.00
VENDOR ON A PUBLIC PLACE:	\$50.00
ICE CREAM TRUCK VENDOR (need to show proof of at least \$500,000 liability insurance)	\$75.00
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 State Cert. Required	\$150.00
☐ Taxicab, motorbus, public automobile (plus \$20.00 per vehicle)	\$50.00
☐ 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)

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



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES: maineliquor@maine.gov

Thank you for your interest in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- ☐ Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- ☐ Your application is signed and dated by a duly authorized person.
- ☐ The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- ☐ The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - ☐ The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - ☐ If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- ☐ For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- ☐ A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- ☐ If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- ☐ Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor license must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
19 Union Street, Suite 301-B
Augusta, ME 04330

The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services www.maine.gov/revenue	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services www.maine.gov/dhhs	(207) 287-5671	286 Water St, 3 rd floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses www.maine.gov/dmr	(207) 624-6550	• 32 Blossom Lane, Augusta • 194 McKown Point Rd, West Boothbay Harbor • Lamoine State Park, Lamoine • 650 State St, Bangor • 317 Whitneyville Rd, Jonesboro
	Dance or Entertainment License	Fire Marshall's Office www.maine.gov/dps/fmo	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	www.irs.gov	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions www.maine.gov/sos/cec	(207) 624-7752	111 Sewall St, 3 rd Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers	(877) 882-3277	



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes ☐ No ☐	

Section I: Licensee/Applicant(s) Information;
Type of License and Status

Legal Business Entity Applicant Name (corporation, LLC): Maggie Murphys Restaurants LLC	Business Name (D/B/A): Three Sisters Family Restaurant
Individual or Sole Proprietor Applicant Name(s): Maggie Murphy	Physical Location: 641 Elm St. Biddford, ME 04005
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address: 32 Little Falls Rd Hollis, ME 04042	Email Address: jaxhaven144@gmail.com
Telephone # Fax #: 207-391-2814	Business Telephone # Fax #: 207-494-7356
Federal Tax Identification Number: 88-2506543	Maine Seller Certificate # or Sales Tax #: 1232382
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license? ☒ New Expected Start date: 11/30/22
☐ Renewal Expiration Date: _____

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: 300,000 Beer, Wine or Spirits: 30,000 Guest Rooms: 1

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☐ Spirits

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| ☒ Restaurant
(Class I, II, III, IV) | ☐ Class A 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) |
| ☐ Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | ☐ Auxiliary | ☐ Mobile Cart |
| ☐ Tavern
(Class IV) | ☐ Other: _____ | |
| ☐ Qualified Caterer | ☐ Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

641 Elm St Biddeford, ME 04005

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

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

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Maggie Murphy	09/05/83	Biddeford, ME
Kelli Murphy	07/10/80	Newburyport, MA
XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX

Residence address on all the above for previous 5 years

Name	Address:
Maggie Murphy	32 Little Falls Rd Hollis, ME 04042
Name	Address:
Kelli Murphy	750 Sanford Rd Unit 7 Sanford, ME
Name	Address:
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

the back dining room will be used for dine in service,
the front dining room where the bar is located will be
used as the take out "lounge"

20. 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?

Name: Biddeford Primary School

Distance: 1.4 miles

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 11/06/22

Maggie Murphy
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Maggie Murphy
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§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.

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.

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 effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

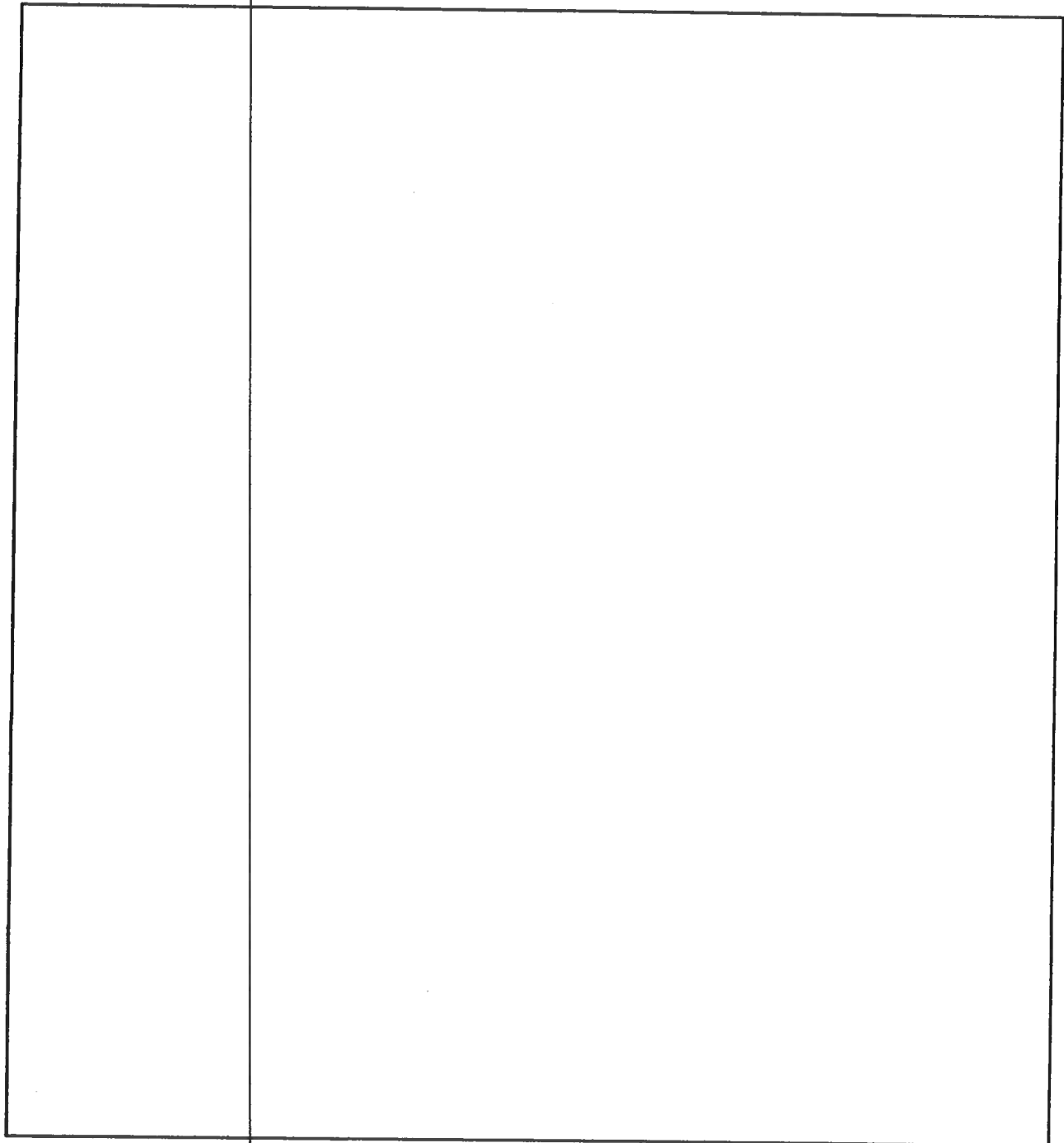
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

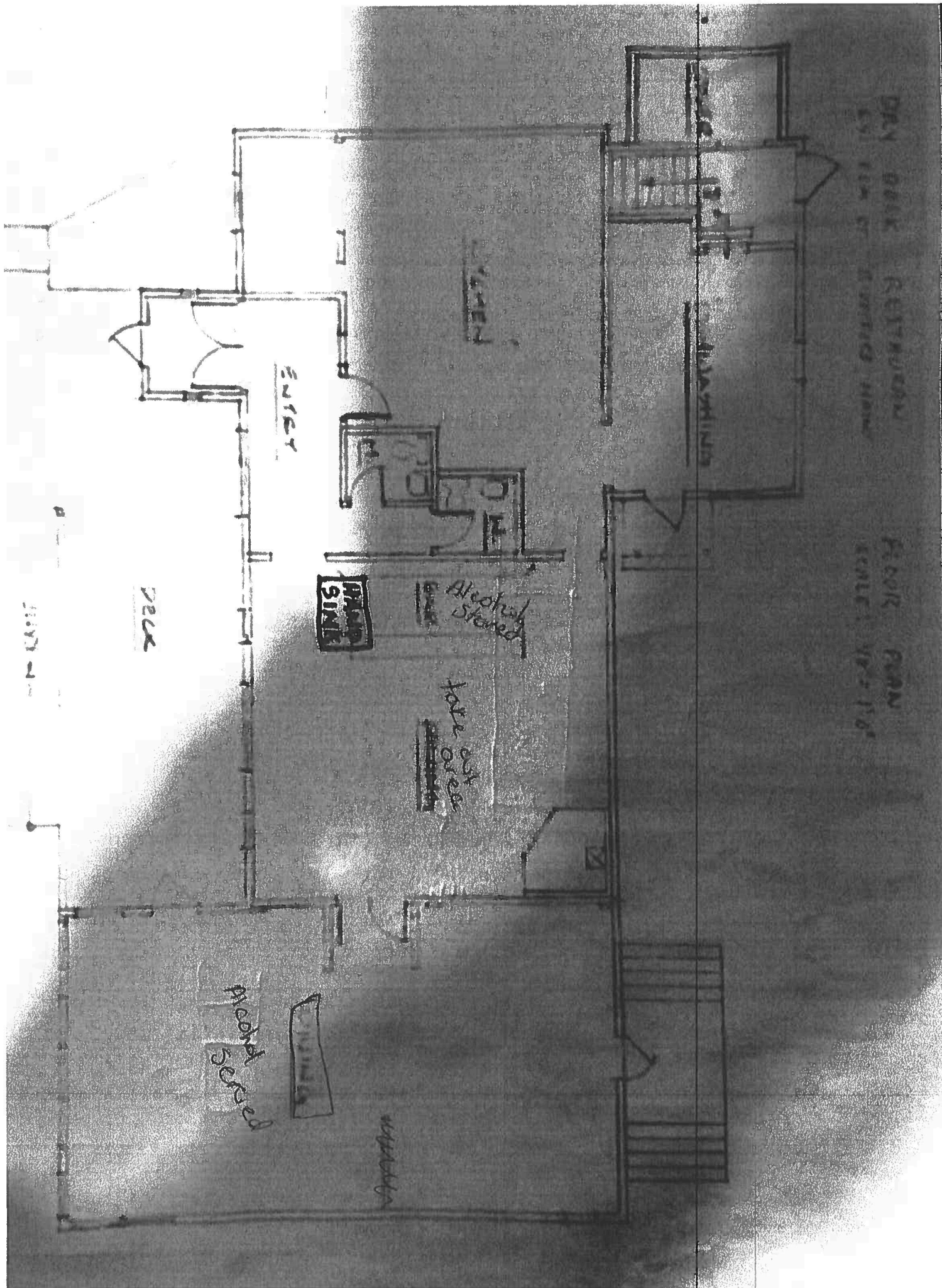
Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.





Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Maggie Murphys Restaurants LLC
2. Doing Business As, if any: Three Sisters Family Restaurant & The Pizza Garage
3. Date of filing with Secretary of State: 11/09/21 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, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Maggie Murphy	32 Little Falls Rd Hollis, ME 04042	09/05/83	owner	100%

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

COUNCIL MEETING

November 15, 2022

{The meeting was held in a hybrid model – in person and via Zoom}

Mayor Casavant called the meeting to order at: 6:05 p.m.

Roll Call: William Emhiser, Scott Whiting, Martin Grohman, Bobby Mills, Norman Belanger, Liam LaFountain, Marc Lessard. Amy Clearwater attended the meeting via zoom. Doris Ortiz was excused.

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

There were no adjustments to the Agenda.

Mayor Casavant read the following Proclamation;

The government of Biddeford, Maine celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are 32.5 million small businesses in the United States, they represent 99.7% of firms with paid employees, and they are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

WHEREAS, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently-owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

WHEREAS, 58% of shoppers reported they shopped online with a small business and 54% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2021; and

WHEREAS, Biddeford supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, Alan Casavant, Mayor of the City of Biddeford, do hereby proclaim, November 26, 2022, as: *SMALL BUSINESS SATURDAY* and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

*Presentation: **Abigail Smallwood Summary Report of Ward Meetings***

Abigail Smallwood, Community Development Coordinator gave the presentation, referencing the Memo, Survey Results and Ward Reports that were provided to the Council, which can be found on the City's website.

*Presentation: **Jeremy Ray School Program Building Expansion***

Jeremy Ray, Superintendent of Schools gave the presentation, referencing the Power Point presentation provided to the Council, which can be found on the City's website.

Public Addressing the Council: There were no comments from the public.

*Consideration of Minutes: **November 2, 2022 Meeting Minutes***

Motion by Councilor Belanger, seconded by Councilor Mills to accept the minutes as printed.

Vote: Unanimous

*Public Hearing: **FY23 General Assistance Maximums***

The Public Hearing was opened at 7:16

There were no public comments

The Chair closed the Public Hearing at 7:16

Orders of the Day:

2022.95) Acceptance/General Assistance Maximums

Motion by Councilor Lessard, seconded by Councilor Whiting to accept General Assistance Maximums.

Vote: Unanimous

2022.96) Approval/Municipal Airport Consultant Agreement with Gale Associates Inc.

2022.96 IN BOARD OF CITY COUNCIL..NOVEMBER 15, 2022 BE IT ORDERED, that the City Manager be authorized to sign a contract with Gale Associates, Inc. for airport planning and engineering services for the Biddeford Municipal Airport for a 5-year term. The consultants would focus on projects that are eligible for Federal and State grants covering 95% of the cost. The project costs that are eligible for grants also include the consultant's fees. NOTE: At their September 29, 2022 meeting, the Airport Commission reviewed the RFQ's for an Airport Consulting Firm and unanimously recommended Gale Associates, Inc.

Motion by Councilor Belanger, seconded by Councilor Emhiser to Approve the Municipal Airport Agreement with Gale Associates Inc.

Vote: Unanimous

2022.97) Approval/City Council Blanket Letter of Approval – Gaming License

2022. 97 IN BOARD OF CITY COUNCIL..NOVEMBER 15, 2022 BE IT ORDERED, that the City Council of the City of Biddeford does hereby approve a “blanket letter of approval” for the renewals of State Beano/Bingo applications and State Game of Chance applications for all applicable local organizations, to cover the calendar year of 2023. NOTE: This Blanket Letter of Approval eliminates the need to obtain Councilors’ signatures each time an application is filed with the City Clerk. However, the City Council still needs to consider and approve each application.

Motion by Councilor Belanger, seconded by Councilor Emhiser to Approve a “blanket letter of approval” for the renewal of Game of Chance applications.

Vote: Unanimous

2022.98) Amendment/Ch. 30, Public Safety, Article III Fire Prevention Bureau, Section 30-147, Fire Lanes

2022.98 IN BOARD OF CITY COUNCIL...November 15, 2022 BE IT OREDER, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 30, Public Safety, Article III FIRE PREVENTION BUREAU, Section 30-147 Fire Lanes, be amended by adding or ~~deleting~~ text to read as follows:

Sec. 30-147 Fire lanes.

(a) Purpose. Fire lanes are established for the purpose of promoting the public health, safety and welfare by recognizing that there exist, and will in the future exist, buildings and other areas within the City within which and to which the public will be invited, served or housed. These buildings or other areas must be provided prompt, adequate emergency services, including access by fire fighters and firefighting equipment and other emergency personnel and equipment, in order to accomplish such purposes and effect the saving of life and property in emergency situations.

(b) Applicability.

The provisions of this article shall, in order to accomplish the stated purpose, be applicable to all proposed developments, subdivisions, buildings and other premises as defined by the Planning Board; or, in any other areas within the City that the Fire Chief deems access to public land is necessary in order to accomplish its mission.

(c) Establishment of fire lanes.

(1) Each application for residential or nonresidential subdivision approval and each application for site plan review submitted to the Planning Board shall be reviewed by the Chief of the Fire Department and/or the State Fire Marshal within which such development or building is located. The Fire Chief and/or Fire Marshal shall review each

such application to determine the location of such fire lanes as are necessary and report his finding, recommendations and suggested designation of fire lanes to the Planning Board, in writing, which findings, recommendations and suggested designations of fire lanes shall be made a part of the record of proceedings before the Planning Board on each such subdivision site plan review application. In such cases, the decision of the Planning Board shall govern the requirement and designation of such fire lanes.

(2) Within existing developments and premises to which this article is applicable, the Fire Chief shall designate fire lanes by written order and shall notify in writing both the Planning Board and the owner, owners or agents of such development or premises by certified mail of such designation and of any specific requirements for compliance with this article, and shall publish notice of such establishment of such fire lanes once in a newspaper having general circulation within the City. The Fire Chief shall file one copy of any order of designation of any such fire lanes with the City Clerk. Any person aggrieved by such order may file with the Clerk within 30 days after the date of the receipt of such order written notice of appeal, setting forth therein reasons for aggrievement. A public hearing shall be held by the Planning Board, after which the board must affirm, modify or rescind such order within 30 days of the public hearing. The Board shall notify the Fire Chief, as may be applicable, by written communication, any and all action taken relative to the establishment of a fire lane.

(3) Excepting any fire lane ordered by the Planning Board, a person aggrieved by the creation of a fire lane otherwise designated within this section may file a written appeal. Said appeal shall be consistent with section 30-147(c)(2) above, excepting that the appeal shall be filed with the City Manager or their official designee.

(4) Fire department access roads require 20 feet of unobstructed width, 13.5 feet of unobstructed vertical clearance and an appropriate radius for turns in the roads and dead ends for the vehicles apparatus to turn around.

(d) Compliance. Notice of establishment of fire lanes shall prescribe a reasonable time for compliance, such compliance time being 30 days from time of notification by certified mail. If compliance is not obtained within such time, then the owner, owners or agents receiving such notice shall be subject to a fine in accordance with Section 1-12. Each day following such specified time for compliance shall constitute a new and separate violation.

(e) Parking prohibited; notice of violation; towing of vehicles.

(1) No person shall park or permit to stand unattended a motor vehicle in any fire lane established in accordance with this article, except when actually picking up or discharging passengers or actively engaged in loading or unloading a motor vehicle.

(2) Whenever any vehicle ~~shall be~~ is found parked in violation of this section, any police officer or parking enforcement official shall attach to such vehicle a notice to the owner or operator thereof that such vehicle has been parked in violation of these regulations. Any motor vehicle found parked or standing in a fire lane that has been established in

accordance with this article, in addition to the foregoing, may be towed upon the direction of a police officer or parking enforcement official to any public or private parking facility or area; and all expense of such towing and any subsequent storage shall be borne by the registered owner or operator of such vehicle.

Motion by Councilor Belanger, seconded by Councilor Whiting to grant the first reading of the ordinance amendment

Vote: Unanimous

Appointments:

Kristy Cyr; Confirmation of Mayor's nomination for City Clerk

Motion made by Councilor Belanger, seconded by Councilor Whiting to appoint Kristy Cyr as City Clerk.

Vote: Unanimous

Julian Schlaver; Downtown Development Commission

Motion made by Councilor Belanger, seconded by Councilor Mills to appoint Julian Schlaver to the Downtown Development Commission.

Vote: Unanimous

Community Members; SMPDC General Assembly

Motion made by Councilor Belanger, seconded by Councilor Emhiser to appoint Councilor Grohman to SMPDC General Assembly.

Vote: Unanimous

Public Addressing the Council: There were no comments from the public.

City Manager report:

Chief Operating Officer Brian Phinney announced that City Hall received a visit from the Blast after School Learning Works Organization. Rebecca Cote brought about ten students by to take a tour of City Hall. They visited the Council Chambers and was able to sit at the dais. The talked about how the City is set up as far as the form of government and the various roles. From City Hall they went over to the Library. Brain mentioned that it was a fun tour and that Tim Boston did most of the tour.

Brian also went over a quick update on the distribution undesignated ARPA Funds. He mention that they are continuing that review and that he anticipates they should be ready by the 1st of December to start distributing the allocations.

Brian also wanted to follow up on the October 18th meeting and the first discussion about Climate Action Plan – Race to Zero. There was a comment made that there are some difficulties dealing with Biddeford in regards to solar panels. Brian wanted to clarify that the City's Code Enforcement Office and Fire Department rely on recommendations through NFPA and building codes and it requires that there needs to be proper ventilation on roofs for safety purposes. Though there has been some limitations on the installation of solar panels both Codes and the

Fire Department works with anyone that brings forward an application and they look at those individually and they make accommodations when they can but the root cause of any limitations are based on NFPA requirements and Fire Fighter safety.

Other Business:

Councilor Lessard mentioned that it would be great to have a 2023 calendar of Sundays that would be open at Recycling.

Councilor Mills mentioned that the dredge was passed by the County Commissioner so the dredge is in the process of being purchased.

Councilor Mills also mentioned that one of the things that came up at the Ward 4 meeting was a large item pick up and he had mentioned it to Jim but it was a budgetary item. He would like that during the review of budget process if they could consider once or twice a year doing a large item pick up throughout the City.

Councilor Grohman spoke about his curiosity with the Silver Bus Line and asked his fellow Councilors if anyone would be interested in riding the Silver Line with him. Because of the low usage of the Silver Line, he's curious as to where it goes and maybe encourage some usage for it and make a little event out of it.

Councilor Lessard spoke about when he was on the Zoning Board of Appeals. He spoke that when he was on the Board they had a meeting with the State of Maine to give counsel to the members of the Zoning Board of Appeals and direction of what the rolls are and how you should be doing things on the Zoning Board of Appeals. He mentioned that the training they received from the State was fantastic and really helped to understand and put into perspective what should pass and what shouldn't pass. Councilor Lessard said when he had the training it really opened his eyes to how he should perform his task on that Board.

Councilor Mills just wanted to add to Councilor Lessard's comments on the State of Maine training for the Zoning Board of Appeals. Councilor Mills mentions that he's confident that MMA has some sort of training for the Commission that Councilor Lessard was talking about and that MMA may offer it at a lower cost.

Council President Addressing the Council:

Council President Norman Belanger welcomes Kristy Cyr aboard. He also mentions that we are soon approaching our winter season which means snow removal. Public Work trucks will be out and about and that people need to be on the lookout for them and encourages everyone to be careful. He also goes on to thank the Public Works Department for their hard work and overtime they put in during the winter months.

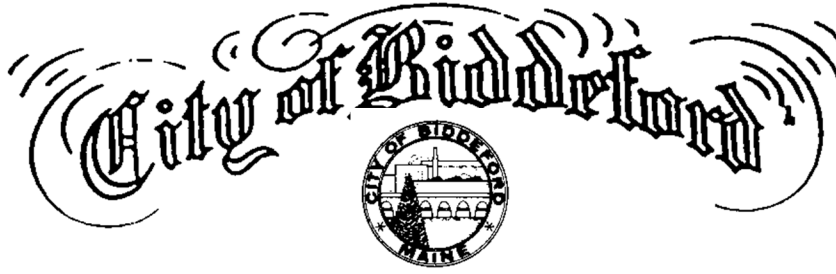
Mayor Addressing the Council:

Mayor Alan Casavant in recognition of Veterans Day just passing wanted to mention that the Historical Society put on a real cool event at the Meeting House on Saturday and Mayor Casavant was asked to speak. One of the things he spoke about was Armistice Day and how WWI was an Industrial War and how soldiers didn't know what they were getting into. Someone at the event pointed out to him that he should watch "All Quiet on the Western Front," which is a new film on Netflix. He said that he watched it and it really nailed to him the concept of young kids, 17, 18, and 19yr olds going into combat and what they saw and the psychological trauma of what they were seeing and what they were doing. He encourages anyone looking for something to do to check it out.

Motion made by Councilor Belanger and seconded by Councilor Emhiser to Adjourn.

Vote: Unanimous

Time: 7:34 p.m.



2022.98 **IN BOARD OF CITY COUNCIL...November 15, 2022**
BE IT ORDERED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 30, Public Safety, Article III FIRE PREVENTION BUREAU, **Section 30-147 Fire Lanes**, be amended by adding or ~~deleting~~ text to read as follows:

Sec. 30-147 Fire lanes.

(a) Purpose. Fire lanes are established for the purpose of promoting the public health, safety and welfare by recognizing that there exist, and will in the future exist, buildings and other areas within the City within which and to which the public will be invited, served or housed. These buildings or other areas must be provided prompt, adequate emergency services, including access by fire fighters and firefighting equipment and other emergency personnel and equipment, in order to accomplish such purposes and effect the saving of life and property in emergency situations.

(b) Applicability.

The provisions of this article shall, in order to accomplish the stated purpose, be applicable to all proposed developments, subdivisions, buildings and other premises as defined by the Planning Board; or, in any other areas within the City that the Fire Chief deems access to public land is necessary in order to accomplish its mission.

(c) Establishment of fire lanes.

(1) Each application for residential or nonresidential subdivision approval and each application for site plan review submitted to the Planning Board shall be reviewed by the Chief of the Fire Department and/or the State Fire Marshal within which such development or building is located. The Fire Chief and/or Fire Marshal shall review each such application to determine the location of such fire lanes as are necessary and report his finding, recommendations and suggested designation of fire lanes to the Planning Board, in writing, which findings, recommendations and suggested designations of fire lanes shall be made a part of the record of proceedings before the Planning Board on each such subdivision site plan review application. In such cases, the decision of the Planning Board shall govern the requirement and designation of such fire lanes.

- (2) Within existing developments and premises to which this article is applicable, the Fire Chief shall designate fire lanes by written order and shall notify in writing both the Planning Board and the owner, owners or agents of such development or premises by certified mail of such designation and of any specific requirements for compliance with this article, and shall publish notice of such establishment of such fire lanes once in a newspaper having general circulation within the City. The Fire Chief shall file one copy of any order of designation of any such fire lanes with the City Clerk. Any person aggrieved by such order may file with the Clerk within 30 days after the date of the receipt of such order written notice of appeal, setting forth therein reasons for aggrievement. A public hearing shall be held by the Planning Board, after which the board must affirm, modify or rescind such order within 30 days of the public hearing. The Board shall notify the Fire Chief, as may be applicable, by written communication, any and all action taken relative to the establishment of a fire lane.
- (3) Excepting any fire lane ordered by the Planning Board, a person aggrieved by the creation of a fire lane otherwise designated within this section may file a written appeal. Said appeal shall be consistent with section 30-147(c)(2) above, excepting that the appeal shall be filed with the City Manager or their official designee.
- (4) Fire department access roads require 20 feet of unobstructed width, 13.5 feet of unobstructed vertical clearance and an appropriate radius for turns in the roads and dead ends for the vehicles apparatus to turn around.
- (d) Compliance. Notice of establishment of fire lanes shall prescribe a reasonable time for compliance, such compliance time being 30 days from time of notification by certified mail. If compliance is not obtained within such time, then the owner, owners or agents receiving such notice shall be subject to a fine in accordance with Section **1-12**. Each day following such specified time for compliance shall constitute a new and separate violation.
- (e) Parking prohibited; notice of violation; towing of vehicles.
- (1) No person shall park or permit to stand unattended a motor vehicle in any fire lane established in accordance with this article, except when actually picking up or discharging passengers or actively engaged in loading or unloading a motor vehicle.

- (2) Whenever any vehicle ~~shall be~~ is found parked in violation of this section, any police officer or parking enforcement official shall attach to such vehicle a notice to the owner or operator thereof that such vehicle has been parked in violation of these regulations. Any motor vehicle found parked or standing in a fire lane that has been established in accordance with this article, in addition to the foregoing, may be towed upon the direction of a police officer or parking enforcement official to any public or private parking facility or area; and all expense of such towing and any subsequent storage shall be borne by the registered owner or operator of such vehicle.



City Council

Meeting Date: November 15, 2022

Meeting Time: 6:00 pm

Agenda Item No: 9.d.

Item Description: 2022.98) Amendment/CH. 30, Public Safety, Article III FIRE PREVENTION BUREAU, Section 30-147, Fire Lanes

Submitted by: Brian S. Phinney, COO

Supporting Information/Documentation:

N/A

Key Terms:

N/A

Executive Summary:

An amendment to *Sec. 30-147 – Fire Lanes* establishing authority to designate and keep fire lanes clear, establishing an appeals process for designation of fire lanes not reviewed under the authority of the Planning Board, establishing minimum physical design requirements to accommodate emergency vehicles, and extending authority for parking enforcement to “parking enforcement official”

Detailed Review:

While existing Ordinance language allows the Fire Chief to establish Fire Lanes, that authority is only applicable to, “proposed developments, subdivisions, buildings...” This restrictive language does not permit the Fire Chief to designate Fire Lanes in other areas of the City where access by emergency vehicles may be required and potentially blocked by parked vehicles. One example of this is near the intersection of Pike and Acorn Streets, where access to trails within Clifford Park is hampered by motor vehicles parked in such a way that blocks access. Adopting the attached Ordinance language will allow the Fire Chief to designate Fire Lanes as s/he deems vital for access by emergency responders. The amended language also includes an appeal process in which appeals outside of Planning Board authority shall be directed to the City Manager.

The amendment adds minimum width, height, and turning radius requirements for emergency vehicles. Additionally, the current ordinance specified “any police officer” may prepare a written violation for parking in violation of the section. The amendment adds “parking enforcement official” to the parking enforcement section since parking enforcement does not require status as a police officer.

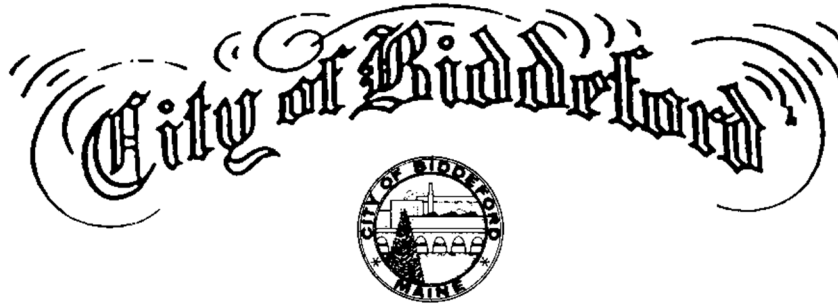
The Chief of Police brought this amendment to the Policy Committee on October 25, 2022. The amendment was moved to the City Council by unanimous vote with the notation that an appeal process would be added to the original proposal.

Funding Source:

Signs needed to post fire lanes and parking restrictions. Expenses covered under the DPW sign budget, 21162-60507 Street Sign Expense.

Staff Recommendation:

Adopt revised language as proposed.



BE IT FURTHER RESOLVED that the Biddeford City Council shall adopt a Climate Action Plan containing specific policies and implementation actions aimed to achieve the interim 62.6% emission reduction by 2030 and align with the net-zero 2050 goal.

October 18, 2022

Motion:

Vote:

Attest by: _____



City Council

Meeting Date: October 18, 2022

Meeting Time: 6:00 p.m.

Agenda Item No: 9.c.

Item Description: 2022.88) Acceptance/Race to Zero Carbon Emission Reduction Pledge-RESOLUTION

Submitted by: Meaghan Daly, Biddeford Climate Task Force (BCTF)

Supporting Information/Documentation:

Power Point Presentation

Key Terms:

ICLEI – (formerly International Council for Local Environmental Initiatives) An international non-profit organization that promotes sustainable development through technical support of local governments.

Race to Zero – ICLEI’s global campaign to secure a future warming that exceeds no more than 1.5 degrees Celsius. Race to Zero assists cities achieve 2030 carbon reduction targets then net zero carbon emissions by 2050.

Net Zero – Negating the amount to greenhouse gases produced by human activity, by reducing emissions and/or implementing methods of absorbing carbon dioxide from the atmosphere.

Science-Based Target – Science-based targets are climate goals in line with the latest climate science. They represent your community’s fair share of the ambition necessary to meet the Paris Agreement commitment of keeping warming below 1.5°C.

High Impact Actions – Changes to “business as usual” the City can make in specific areas of energy use that will have great effect on reducing overall emissions. These areas include, but are not limited to, Grid De-carbonization, Reduction in Vehicles Miles Traveled, and Building Efficiency.

Executive Summary:

With ICLEI’s technical oversight, the Climate Task Force conducted Biddeford’s first ever Greenhouse Gas Emission Inventory in 2020. Based on the findings made during this inventory, ICLEI has suggested actions the City can take to reduce emissions by a targeted amount by 2030, and then become carbon-neutral by 2050. All member cities are encouraged to formally adopt these targets in a quest to limit overall warming to 1.5 degrees Celsius. This is their Race to Zero campaign.

Detailed Review:

About the ICLEI Race to Zero Challenge

ICLEI – Local Governments for Sustainability is an international non-profit organization that promotes sustainable development through technical support to local governments. ICLEI's Race to Zero challenge is a global campaign established during the UN climate negotiations in Fall of 2020.

The Race to Zero aims to ramp up local level climate action in line with the 2015 Paris Agreement target of limiting global warming to 1.5°C (2.7°F) – a threshold that scientists have identified as an upper limit for avoiding the worst impacts of climate change. To keep warming below 1.5°C, the science shows that societies around the globe must achieve net-zero greenhouse gas emissions by 2050 at the latest.

The Race to Zero initiative helps cities to scale up ambition and action to achieve net-zero emissions by 2050. This includes setting an interim 2030 target that reflects maximum effort toward reducing a fair share of CO₂ reductions, while also accounting for varied local and national capacities to implement emissions reduction strategies. Additionally, ICLEI helps municipalities identify the most impactful strategies toward achieving the 2030 and 2050 targets based on each municipality's current greenhouse gas emissions and sources. These are called 'high impact actions.'

What would joining the Race to Zero mean for Biddeford?

Based on ICLEI's analysis, **Biddeford should aim to reduce their greenhouse gas emissions by 62.6% by 2030** as an intermediate step toward **0% net emissions by 2050**, as set out in the UN Paris Agreement.

Additionally, ICLEI has modeled Biddeford's future emissions under a 'business-as-usual' scenario, which also accounts for anticipated population growth. Based on these findings, ICLEI has identified key high impact actions for Biddeford. Essentially, high impact actions are broad areas where Biddeford could achieve the most 'bang for its buck' to meet its 2030 and 2050 targets. In sum, high impact actions help municipalities identify a pathway for achieving emissions reduction targets at a high-level 'birds eye view.'

Based on ICLEI's projections of Biddeford's emissions, in 2030 the **three largest sources of greenhouse gases from our city will be:** on-road transportation (46%), residential fuels (22%), and commercial fuels (12%). This analysis helps to identify broad policies for achieving the 2030 and 2050 targets. These include: 1) **grid decarbonization** through enhanced production of renewable energy, 2) **reducing transportation sector emissions** through electric vehicle adoption and reducing vehicle miles traveled, 3) **enhanced energy efficiency** for commercial and residential buildings, and 4) **electrification** of commercial and residential buildings.

While these targets and high impact actions provide a general pathway for Biddeford to act in line with limiting warming to 1.5°C, **specific strategies and policies that are suited to our local context will be selected as part of the already ongoing process to create a tailored Climate Action Plan for our city.** This planning process will center public outreach, engagement, and buy-in at every step of the way. In this way, the ICLEI Race to Zero high impact actions will create a broad road map for action in Biddeford, while the detailed Climate Action Plan is forthcoming (anticipated completion in Fall 2023).

Importantly, signing on to the Race to Zero pledge would ensure that Biddeford’s climate goals meet the scale of the challenge based on sound science. Additionally, **Biddeford would set itself apart as a climate leader within the state of Maine**, while also joining a critical mass of 48 other municipalities across the U.S. who have already signed on.

For more detailed information about Race to Zero: [ICLEI150-Explainer \(biddefordmaine.org\)](https://biddefordmaine.org/ICLEI150-Explainer)

What would Biddeford City Council be signing on to do?

To comply with the Race to Zero pledge, the City of Biddeford would be required to:

- **Formally endorse a goal of net-zero emissions by 2050**, with an intermediate goal of 62.6% emission reductions by 2030
- **Create a climate action plan toward achieving the 2030 and 2050 targets**, within 12 months of endorsing the pledge
- **Undertake at least one high-impact action** toward achieving the 2030 target during 2023
- **Report to ICLEI on high-impact action** taken toward achieving emissions targets by end of 2023

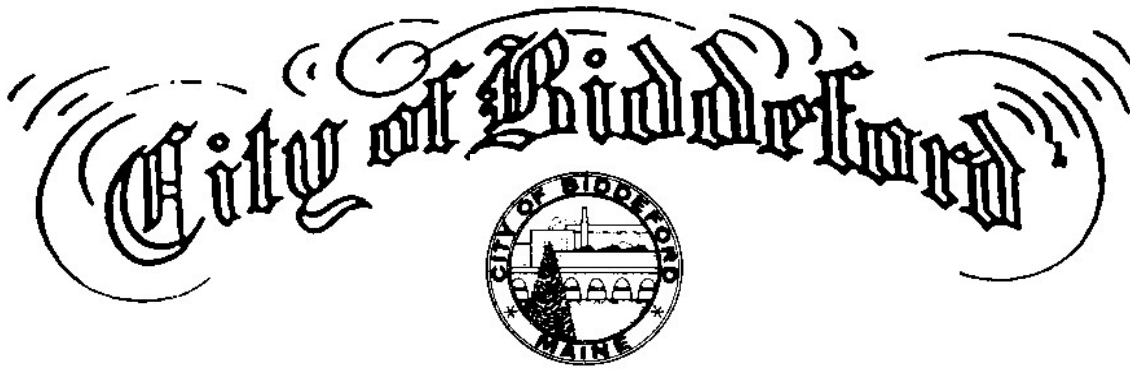
The members of the Biddeford Climate Task Force respectfully ask the City Council to endorse the ICLEI Race to Zero pledge through a formal resolution, which will acknowledge the 2030 and 2050 emissions reductions goals

Funding Source:

N/A

Staff Recommendation:

As part of the City’s work on climate action, staff recommends this Council action.



2022.99

IN BOARD OF CITY COUNCIL..December 6, 2022

BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford by [adding](#) or [deleting](#) as follows:

Part III (Land Development Regulations), Article XIV (Shoreland Zoning Ordinance:

Section 9. Overlay Districts and Zoning Map.

A. Official Zoning Map.

The areas to which this Ordinance is applicable are hereby divided into the following overlays as shown on the Official Zoning Map which is made a part of this Ordinance:

- A. Resource Protection (RP)
- B. Resource Protection-1 (RP-1)
- C. Limited Residential (LR)
- D. Limited Commercial (LC)
- E. General Development 1 (GD-1)
- F. General Development 2 (GD-2)
- G. Commercial Fisheries/Maritime Activities (CFMA)
- H. Stream Protection (SP)
- I. [Waterfront Renaissance \(WR\)](#)

Section 13. Establishment of Overlay Districts

[I. Waterfront Renaissance \(WR\) District. The Waterfront Renaissance District includes targeted areas of Biddeford's former industrialized waterfront located along the Saco River and immediately adjacent to the City's urban core. Intensive redevelopment here is critical to the ongoing revitalization of downtown, with this district supporting a mixture of new commercial, residential and open space development. The Waterfront Renaissance District shall include areas within 250 feet of the Saco River, horizontally measured from the normal high water line.](#)

Table 1. Land Uses in the Shoreland Zone

LAND USES	OVERLAY DISTRICT								WR
	SP	RP	GD-1	GD-2	RP-1	LR	LC	CFMA	
1. Non-intensive recreational uses not requiring structures such as hunting, fishing and hiking	yes	yes	yes	yes	yes	yes	yes	yes	yes
2. Motorized vehicular traffic on existing roads and trails	yes	yes	yes	yes	yes	yes	yes	yes	yes
3. Forest management activities except for timber harvesting & land management roads	yes	yes	yes	yes	yes	yes	yes	yes	yes
4. Timber harvesting	yes	CEO1	yes	yes	CEO1	yes	yes	yes	yes
5. Clearing or removal of vegetation for activities other than timber harvesting	CEO	CEO1	yes	yes	CEO1	yes	yes	yes	yes
6. Fire prevention activities	yes	yes	yes	yes	yes	yes	yes	yes	yes
7. Wildlife management practices	yes	yes	yes	yes	yes	yes	yes	yes	yes
8. Soil and Water conservation practices	yes	yes	yes	yes	yes	yes	yes	yes	yes
9. Mineral exploration	no	yes2	yes2	yes2	yes2	yes2	yes2	yes2	yes2
10. Mineral extraction including sand and gravel extraction	no	PB3	PB	PB	PB3	PB	PB	PB	PB
11. Surveying and resource analysis	yes	yes	yes	yes	yes	yes	yes	yes	yes
12. Emergency Operations	yes	yes	yes	yes	yes	yes	yes	yes	yes
13. Agriculture	yes	PB	yes	yes	yes	yes	yes	yes	yes
14. Aquaculture	PB	PB	yes	yes	PB13	PB	yes	yes	yes
15. Principal structures and uses									
A. One and two-family residential, including driveways	PB4	no	CEO	CEO	no	CEO	CEO	no	CEO
B. Multi-unit residential	no	no	PB	PB	no	PB	PB	no	PB

C. Commercial	no	no10	PB	PB	no	no10	PB	PB5	PB
D. Industrial	no	no	PB	PB	no	no	no	PB5	PB
E. Governmental and Institutional	no	no	PB	PB	no	PB	PB	PB5	PB
F. Small nonresidential facilities for educational, scientific, or nature interpretation purposes	PB4	PB	PB	PB	PB	CEO	CEO	PB5	PB
16. Structures accessory to allowed uses	PB4	PB	yes	yes	PB	CEO	CEO	yes	yes
17. Pier docks, wharfs, bridges and other structures and uses extending over or below the normal high-water line or within a wetland									
A. Temporary	CEO11	CEO11	CEO11	CEO11	CEO11	CEO11	CEO11	CEO11	CEO11
B. Permanent	PB	PB	PB5	PB5	PB	PB	PB	PB5	PB5
18. Conversions of seasonal residences to year-round residences	LPI	LPI	no	no	no	LPI	LPI	no	no
19. Home occupations	PB	PB	yes	yes	no	PB	CEO	yes	yes
20. Private sewage disposal systems for allowed uses	LPI	LPI	LPI	LPI	LPI	LPI	LPI	LPI	LPI
21. Essential services									
A. Roadside distribution lines (34.5kV and lower)	CEO6	CEO6	yes12	yes12	CEO6	yes12	yes12	yes12	yes12
B. Non-roadside or cross-country distribution lines involving ten poles or less in the shoreland zone	PB6	PB6	CEO	CEO	PB6	CEO	CEO	CEO	CEO
C. Non-roadside or cross-country distribution lines involving eleven or more poles in the shoreland zone	PB6	PB6	PB	PB	PB6	PB	PB	PB	PB

D. Other Essential Services	PB6	PB6	PB	PB	PB6	PB	PB	PB	PB
22. Service drops, as defined, to allowed uses	yes	yes	yes	yes	yes	yes	yes	yes	yes
23. Public and private recreational areas involving minimal structural development	PB	PB	CEO	CEO	PB	PB	CEO	CEO5	CEO
24. Individual, private campsites	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO
25. Campgrounds	no	no7	no	no	no	PB	PB	no	no
26. Road & driveway construction	PB	no8	PB	PB	no8	PB	PB	PB5	PB
27. Land management roads	yes	PB	yes	yes	PB	yes	yes	yes	yes
28. Parking facilities	no	no7	PB	PB	no	PB	PB	PB5	PB
29. Marinas	PB	no	PB	PB	no	PB	PB	PB	PB
30. Filling and earth moving of less than 10 cubic yards	CEO	CEO	yes	yes	CEO	yes	yes	yes	yes
31. Filling and earth moving of greater than 10 cubic yards	PB	PB	CEO	CEO	PB	CEO	CEO	CEO	CEO
32. Signs	yes	yes	yes	yes	yes	yes	yes	yes	yes
33. Uses similar to allowed uses	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO
34. Uses similar to uses requiring a CEO permit	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO
35. Uses similar to uses requiring a PB permit	PB	PB	PB	PB	PB	PB	PB	PB	PB
36. Recreational Trails									
A. Primitive Trails	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO	CEO
B. Category 2 Multiple Use Non-Motorized Trails	CEO14	CEO14	CEO14	CEO14	CEO14	CEO14	CEO14	CEO14	CEO14
C. Category 1 Multiple Use Non-Motorized Trails	PB	PB	PB	PB	PB	PB	PB	PB	PB
D. Category 2 Multiple Use Trails, Including Motorized Uses	PB	PB	PB	PB	PB	PB	PB	PB	PB

E. Category 1 Multiple Use

Trails, Including Motorized Uses PB PB PB PB PB PB PB PB [PB](#)

Section 15. Land Use Standards.

All land use activities within the shoreland zone shall conform with the following provisions, if applicable.

A. Minimum Lot Standards.

	Minimum Lot Area (Sq. Ft.)	Minimum Shore Frontage (ft.)
Residential Per Dwelling Unit		
A. Within the Shoreland Zone Adjacent to Tidal Areas	30,000	150
B. Within the Shoreland Zone Adjacent to Non-Tidal Areas	40,000	200
C. Within the General Development 1 District (within existing structures only)	None	None
D. Within the Waterfront Renaissance District	425	None

Governmental, Institutional, Commercial or Industrial Per Principal Structure

A. Within the Shoreland Zone Adjacent to Tidal Areas, Exclusive of Those Areas Zoned for Commercial Fisheries and Maritime Activities	40,000	200
B. Within the Shoreland Zone adjacent to Tidal Areas Zoned for Commercial Fisheries and Maritime Activities	None	None
C. Within the Shoreland Zone Adjacent to Non-Tidal Areas	60,000	300
D. Within the General Development 1 District (within existing structures only)	None	None
E. Within the Waterfront Renaissance District	5,000	100

Public and Private Recreational Facilities

A. Within the Shoreland Zone Adjacent to Tidal and Non-Tidal areas	40,000	200
B. Within the General Development 1 District	None	None
C. Within the Waterfront Renaissance District	None	None

B. Principal and Accessory Structures

1. All new principal and accessory structures shall be set back at least one-hundred (100) feet, horizontal distance from the normal high-water line of great ponds classified GPA and rivers that flow to great ponds classified GPA, and one-hundred (100) feet, horizontal distance, from the normal high-water line of other water bodies, tributary streams, or the upland edge of a wetland, [except that in the Waterfront Renaissance excluding areas west of Elm Street](#) and General Development 1 and 2 Districts the setback from the normal high water line of the wetland shall be at least 25 feet, horizontal distance, and in the Commercial Fisheries/Maritime Activities District there shall be no minimum setback. In the Resource Protection District and Resource Protection-1 District the setback requirement shall be 250 feet, horizontal distance, except for structures, roads, parking spaces or other regulated objects specifically allowed in that district in which case the setback requirement specified above shall apply.
4. With the exception of [the Waterfront Renaissance](#) and General Development Districts located adjacent to coastal wetlands and rivers that do not flow to great ponds, and Commercial Fisheries/Maritime Activities Districts, non-vegetated surfaces shall not exceed a total of twenty (20) percent of the portion of the lot located within the shoreland zone. This limitation does not apply to public boat launching facilities regardless of the district in which the facility is located.

In a [Waterfront Renaissance](#) or General Development District located adjacent to coastal wetlands, or rivers that do not flow to great ponds, or in a Commercial Fisheries/Maritime Activities District, non-vegetated surfaces shall not exceed a total of seventy (70) percent of the portion of the lot located within the shoreland zone. [In the Waterfront Renaissance District west of Route 1/Elm Street, non-vegetated surfaces shall not exceed fifty-five \(55\) percent of the portion of the lot within the shoreland zone.](#)

For the purposes of calculating lot coverage, non-vegetated surfaces include, but are not limited to the following: structures, driveways, parking areas, and other areas from which vegetation has been removed. Naturally occurring ledge and rock outcroppings are not counted as nonvegetated surfaces when calculating lot coverage for lots of record on March 24, 1990 and in continuous existence since that date.

When calculating lot coverage for lots of record on March 24, 1990 and in continuous existence since that date, the area of naturally occurring ledge and rock outcroppings not to be counted as non-vegetated surfaces in a shoreland zone shall be deducted from the total lot area before calculating the allowable lot coverage. For example, a 40,000 square foot lot located entirely in a Limited Residential district with 10,000 square feet of ledge reduces the applicable lot area to 30,000 square feet to which the twenty (20) percent maximum non-vegetated surface would be applied being 30,000 square feet times 20% equaling 6,000 square feet.

P. Clearing or Removal of Vegetation for Activities Other Than Timber Harvesting

3. At distances greater than one hundred (100) feet, horizontal distance, from a great pond classified GPA or a river flowing to a great pond classified GPA, and seventy five (75) feet, horizontal distance, from the normal high-water line of any other water body, tributary stream, or the upland edge of a wetland, there shall be allowed on any lot, in any ten (10) year period, selective cutting of not more than forty (40) percent of the volume of trees four (4) inches or more in diameter, measured four and one-half (4

½) feet above ground level. Tree removal in conjunction with the development of permitted uses shall be included in the forty (40) percent calculation. For the purposes of these standards volume may be considered to be equivalent to basal area.

In no event shall cleared openings for any purpose, including but not limited to, principal and accessory structures, driveways, lawns and sewage disposal areas, exceed in the aggregate, twenty-five (25) percent of the lot area or ten thousand (10,000) square feet, whichever is greater, including land previously cleared. This provision applies to the portion of a lot within the shoreland zone, including the buffer area, but shall not apply to the [Waterfront Renaissance](#), General Development or Commercial Fisheries/Maritime Activities Districts.

R. Exemptions to Clearing and Vegetation Removal Requirements

5. The removal of vegetation associated with brownfields or voluntary response action program (VRAP) projects provided that the removal of vegetation is necessary for remediation activities to clean-up contamination on a site in a [Waterfront Renaissance](#), General Development , Commercial Fisheries and Maritime Activities district or other equivalent zoning district approved by the Commissioner that is part of a state or federal brownfields program or a voluntary response action program pursuant 38 M.R.S.A section 343-E, and that is located along:
 - a. A coastal wetland; or
 - b. A river that does not flow to a great pond classified as GPA pursuant to 38 M.R.S.A section 465-A.



City Council

Meeting Date: December 6, 2022

Meeting Time: 6:00 P.M.

Agenda Item No: 9a

Item Description: 2022.99) Approval-Shoreland Zoning Amendment – Article XIV Shoreland Zone

Submitted by: Greg Mitchell, Director of Planning & Development

Supporting Information/Documentation:

Proposed Map Boundary of the Waterfront Renaissance District (Attached).

Key Terms:

Shoreland Zone: Locally adopted zoning overlay ordinance, mandated by the State which governs development activity within 250 feet of an identified water course or water body.

Waterfront Renaissance District: City proposed sub-district of the City's shoreland zone encompassing the area between Pearl Street and the Springfield Terminal Bridge aimed at facilitating new development to revitalize prominent former industrial properties in downtown Biddeford along the Saco River.

Executive Summary:

The City of Biddeford is proposing to establish a new 'special local condition' shoreland zoning sub-district, encompassing the area of the shoreland zone between Pearl Street and the Springfield Terminal Railroad bridge to facilitate new, mixed-use commercial and residential development in an area of Biddeford formerly developed for intensive industrial use.

Detailed Review:

The City of Biddeford is proposing to establish a new 'special local condition' shoreland zoning district within downtown Biddeford, encompassing areas currently zoned as either General Development 1 (GD-1) or General Development 2 (GD-2), in order to facilitate new mixed-use development on property along the Saco River within the City's urban core. The GD-1 and GD-2 are currently restricted to either very low intensity new development, or redevelopment. Biddeford's Mill District is, and has historically, been intensively developed with both commercial and industrial uses. Today, former mill facilities have been successfully converted for both residential and commercial use, which has helped to breathe new life into downtown Biddeford. At the northern end of the City's Mill District, is an area of either underutilized or vacant property along Pearl Street (former home of the MERC site), Gooch Street (Upper Falls Road), and Diamond Street (former Diamond Match Complex). All three sites were at one point fully developed, although the Diamond Match property has since

become revegetated. Amendments to Biddeford's shoreland zone are essential to facilitating new, higher-intensity mixed-use development, consistent with Biddeford's vision for downtown, and complementary of Biddeford's historic mill district.

Understanding that the GD-1 and GD-2 districts exist state-wide, and that alterations to either district could set new unwanted precedent for changes in other communities, the City of Biddeford is proposing to develop a new, stand-alone district unique to the City of Biddeford, proposed as the 'Waterfront Renaissance' (WR) District, in accordance with Title 38, Chapter 3, Subchapter 1, Article 2-B, §438-A.2, which states the following:

"When a municipality determines that special local conditions within portions of the shoreland zone require a different set of standards from those in the minimum guidelines, the municipality shall document the special conditions and submit them, together with its proposed ordinance provisions, to the commissioner for review and approval."

City staff have coordinated closely with the DEP regarding the establishment of this district, and participated in a site walk of the Diamond Match property on to better understand the geography and local conditions, and discuss the proposed amendments to the dimensional standards. In this meeting, the DEP indicated that they were supportive of staff's recommended changes, and supportive of the special local condition designation.

Overview of Proposed Amendment

As a note, *italicized* text below represents excerpts from the proposed draft amendment, with redline text, representing text being newly introduced into the City's Shoreland Zoning ordinance.

Purpose Statement

The Waterfront Renaissance District includes targeted areas of Biddeford's former industrialized waterfront located along the Saco River and immediately adjacent to the City's urban core. Intensive redevelopment here is critical to the ongoing revitalization of downtown, with this district supporting a mixture of new commercial, residential and open space development. The Waterfront Renaissance District shall include areas within 250 feet of the Saco River, horizontally measured from the normal high water line.

Land Uses:

In terms of use, the proposal would mirror the GD-1 district, in terms of allowed uses and use permissions, the City's least restrictive shoreland zoning sub-district. This can be seen in redline form in Table 1 of the attached draft.

Dimensional Requirements

With respect to new development, one of the existing limiting factors is a density requirement, which heavily restricts new residential and commercial development unless that development is occurring within an existing structure. In order to facilitate new development comparable to what exists currently in the rest of downtown Biddeford, the City offers the following recommendations:

	<i>Minimum Lot Area (Sq. Ft.)</i>	<i>Minimum Shore Frontage (ft.)</i>
<i>Residential Per Dwelling Unit</i>		
<i>A. Within the Shoreland Zone Adjacent to Tidal Areas</i>	30,000	150
<i>B. Within the Shoreland Zone Adjacent to Non-Tidal Areas</i>	40,000	200
<i>C. Within the General Development 1 District (within existing structures only)</i>	None	None
<i><u>D. Within the Waterfront Renaissance District</u></i>	<u>425</u>	<u>None</u>

Governmental, Institutional, Commercial or Industrial Per Principal Structure

<i>A. Within the Shoreland Zone Adjacent to Tidal Areas, Exclusive of Those Areas Zoned for Commercial Fisheries and Maritime Activities</i>	40,000	200
<i>B. Within the Shoreland Zone adjacent to Tidal Areas Zoned for Commercial Fisheries and Maritime Activities</i>	None	None
<i>C. Within the Shoreland Zone Adjacent to Non-Tidal Areas</i>	60,000	300

<i>D. Within the General Development 1 District (within existing structures only)</i>	<i>None</i>	<i>None</i>
<i><u>E. Within the Waterfront Renaissance District</u></i>	<i><u>5,000</u></i>	<i><u>100</u></i>

Public and Private Recreational Facilities

<i>A. Within the Shoreland Zone Adjacent to Tidal and Non-Tidal areas</i>	<i>40,000</i>	<i>200</i>
<i>B. Within the General Development 1 District</i>	<i>None</i>	<i>None</i>
<i><u>C. Within the Waterfront Renaissance District</u></i>	<i><u>None</u></i>	<i><u>None</u></i>

The proposed density limits are based upon the latest proposed program of uses for the three developments anticipated to occur within this new subdistrict; the mixed-use development proposed by Fathom Company on Pearl Street (2022.02), the mixed-use development at 10, 20, and 30 Gooch Street by Tom Watson & Co (2022.11), and the residential development proposed at the former Diamond Match property by Lord & Harrington LLC (2021.51). These proposed densities were considered acceptable by the DEP.

Lot Coverage and Setbacks

As with land uses, the City's proposal with respect to lot coverage and setback requirements is to mirror the requirements of the GD-1, with a maximum proposed lot coverage of up to 70% and a minimum setback requirement from the normal high water line of 25 feet.

In discussions with DEP, it was generally acknowledged that the area east of Elm Street/Route 1 were, at present, nearly 100% impervious surface. Noting this, it was acknowledged that new development here, compliant with the City's and State's requirements for new development, would actually significantly improve the environmental quality of these sites and reduce impervious surface. However, the area west of Elm Street/Route 1, the former Diamond Match property, has largely become revegetated. Noting this, the DEP wished to see more stringent dimensional restrictions in this location.

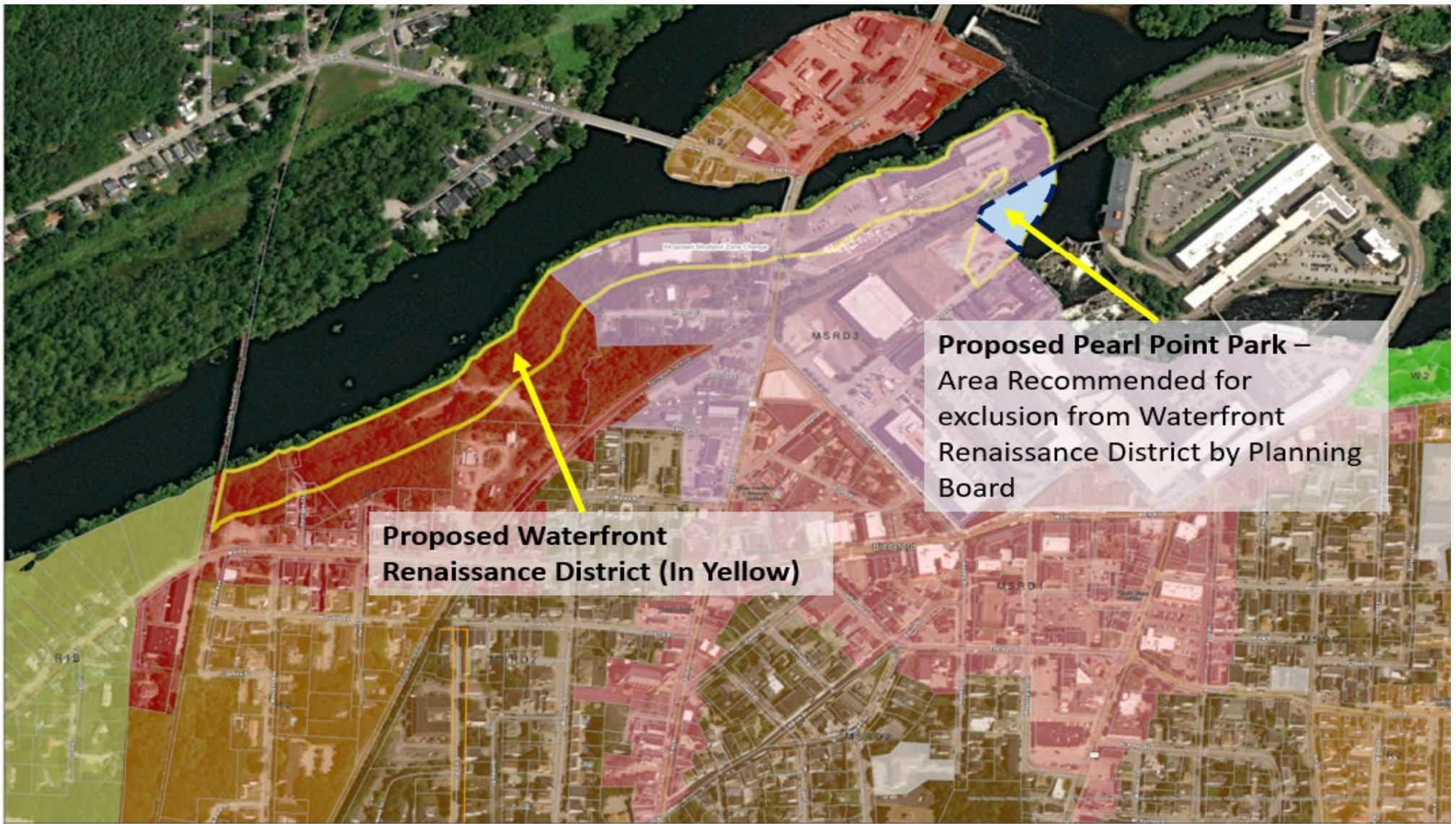
In response to DEP's concerns, staff recommended that there be a minimum setback of 100 feet for all portions of the Waterfront Renaissance District west of Route 1/Elm Street, and that lot coverage be reduced to no more than 55% of the lot. Maine DEP has indicated their support for this approach, which allows the City to proceed with adoption of these proposed amendments.

Funding Source:

N/A

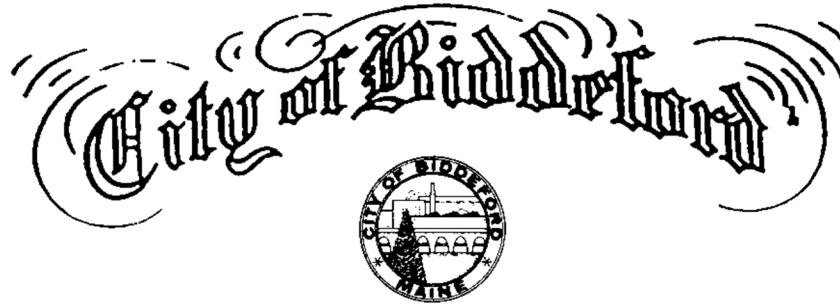
Planning Board Recommendation:

The Planning voted 5-0 (Patoine and Deschambeault absent) to recommend the proposed zoning text and map amendment to the Biddeford City Council. As part of the recommendation, the Planning Board recommended that the site of the proposed Pearl Point Park, proposed Lot 4 of a new 4-lot subdivision of the Tax Map 71, Lot 2 parcel. Staff would note that the existing shoreland zoning district GD-1, does not impede the development of the park and are supportive of the Planning Board's recommendation.



**Proposed Waterfront
Renaissance District (In Yellow)**

**Proposed Pearl Point Park –
Area Recommended for
exclusion from Waterfront
Renaissance District by Planning
Board**



2022.100

IN BOARD OF CITY COUNCIL..DECEMBER 6, 2022

BE IT ORDERED, that the City Manager is authorized to sign a contract with KRT Appraisal in the amount not to exceed \$50,000 for commercial revaluation services with completion of services on or before July 14, 2023.



Council Meeting

Meeting Date: December 6, 2022

Meeting Time: 6:00 pm

Agenda Item No: 9b

Item Description: 2022.100) Approval/Commercial Revaluation Award-KRT Appraisal

Submitted by: Nicholas Desjardins, City Assessor

Supporting Information/Documentation:

20221115 – “KRT Appraisal Proposal” and 20221206 – “Vision Government Solutions Proposal”

Key Terms:

N/A

Executive Summary:

The Assessing Department is requesting approval for a qualified firm to review approximately 800 Commercial/Industrial parcels of real estate across the City to derive a fair and equitable value using mass appraisal principles while abiding by Maine Property tax laws.

Detailed Review:

The purpose of the firm is to assist the Assessing Department in creating a fair and equitable tax apportionment by collecting and analyzing all relevant data for all commercial, Industrial, 5+ unit apartments and mixed use properties in the City. The process upon approval would begin with a start-up meeting in mid-December and the final product would be delivered to the Assessing Department no later than July 14, 2023. It is crucial for the Council to approve so we can start this process in Mid-December to be able to complete timely on July 14, 2023. The RFP was published on the City website on October 27, 2022 with responses due no later than November 11, 2022. We received two timely responses KRT Appraisal and Vision Government Solutions.

Funding Source:

22001-92111-12101 Reserve, Assessing Consultant

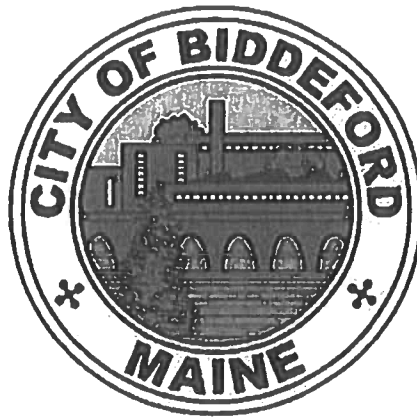
Staff Recommendation:

Staff recommends the Council to grant this RFP award to KRT Appraisal as their first choice. The price proposal is \$50,000.



ORIGINAL

City of Biddeford, Maine



Proposal for Commercial Revaluation

KRT Appraisal

191 Merrimack St, Suite 701
Haverhill, MA 01830
Tel: (877) 337-5574
Fax: (978) 914-7201

November 3, 2022

November 3, 2022

Nicholas Desjardins
City Assessor
City of Biddeford
205 Main Street, Suite 207
Biddeford, ME 04005

Letter of Transmittal

Dear Mr. Desjardins:

The following report is submitted in response to your Request for Proposals, for the City of Biddeford, Maine. This proposal will remain in effect for ninety days from the proposal due date. KRT has read the RFP and fully understands the scope of services requested.

This proposal will serve to provide the city with our qualifications and experience in providing similar services in the past. KRT has the capability to perform the services requested in the RFP while meeting all established deadlines and quality expectations in an effective and efficient manner.

As a small company, KRT's upper management will be solely responsible for all aspects of the valuation process. Our experience, education, familiarity with the Vision CAMA system and proven track record make KRT an excellent candidate to provide all of the services requested.

KRT is pleased to provide this proposal and we look forward to the opportunity to discuss it with you. Please do not hesitate to call if there are any questions or if more information is necessary.

Sincerely,



Robert A. Tozier, CMA
Vice President
KRT Appraisal
Office: (877) 337-5574
Fax: (978) 914-7201
rob_tozier@krtappraisal.com
www.krtappraisal.com

November 3, 2022

Nicholas Desjardins
City Assessor
City of Biddeford
205 Main Street, Suite 207
Biddeford, ME 04005

Price Proposal

Dear Mr. Desjardins:

KRT (KRT) is pleased to submit a proposal in response to your Request for Proposals (RFP), for a Revaluation of all Commercial properties for the City of Biddeford, Maine. KRT will provide all services outlined in the RFP while conforming to all Maine State Laws.

Based on the approximate current Commercial parcel count, approximately 800, the total cost for a Commercial Revaluation is Fifty Thousand Dollars (\$50,000). This includes all of the services requested in the RFP and described in KRT's Statement of Services with all products delivered by July 14, 2023.

From the RFP: "The submission of this signed submittal indicates acceptance by the consultant/firm/group of the stipulations contained in the Request for Proposal and the term and conditions mentioned herein unless specifically identified in the "Exception" section. The City shall determine, at its sole discretion, if any exceptions are acceptable. If deemed unacceptable the submittal may be rejected."

We look forward to the opportunity to discuss this proposal with you. If you have any questions or need more information, please do not hesitate to call.

Sincerely,



Robert A. Tozier, CMA
Vice President
KRT Appraisal
Office: (877) 337-5574
Fax: (978) 914-7201
rob_tozier@krtappraisal.com
www.krtappraisal.com

4.1: It is recognized that the plan for operation may require alteration from time to time and the City shall not unreasonably require strict adherence to the plan, however, any change in starting date or completion date must be requested in writing by KRT and must be approved by the City.

4.2: The City may grant an extension of the completion date not to exceed thirty (30) days to conclude any additional work required under the terms herein specified with respect to alterations, additions, subdivisions, where circumstances beyond KRT's control, and not due to its own acts or omissions, tend to delay completion of the project. Such extension shall only be made after submission of a written request by KRT stating the reasons for an extension request.

4.3: KRT shall provide monthly status reports during each phase of this project. Each report will provide percent complete by task to ensure that the project is being completed at a pace satisfactory to the City. Below is the proposed Full Revaluation timeline:

<u>Task</u>	<u>Start Date</u>	<u>Completion Date</u>
Start-Up Meeting	12/12/22	12/16/22
Public Relations	On-going	
Field Review Sales	01/02/23	04/06/23
Update CAMA Tables	01/09/23	04/21/23
Review/Analyze I&E Info	01/09/23	04/21/23
Field Review	04/24/23	05/05/23
Final Valuations	05/08/23	05/26/23
City Review	05/29/23	06/09/23
Impact Notices	06/12/23	06/16/23
Informal Hearings	06/19/23	06/30/23
Hearing Review	07/03/23	07/07/23
Final Products Delivered	07/10/23	07/14/23
Project Completion		07/14/23

5) EQUIPMENT AND SUPPLIES

5.1: The City will provide KRT with the following equipment and supplies available for the duration of the project:

- a) Adequate office space with furniture and chairs
- b) Access to a computer and printer
- c) Access to a telephone for local calls
- d) One (1) set of current tax maps as well as the most current zoning map

5.2: The City shall cooperate with KRT by providing the following from current records if requested:



RESPONSE TO THE REQUEST FOR PROPOSALS FOR:

Biddeford, Maine

Commercial Revaluation Fiscal Year 2024

Due: November 11, 2022, by 5:00 pm

Prepared by:

Patrick Donovan of Vision Government Solutions, Inc.

1 Cabot Rd, Hudson, MA 01749

Phone: 800.628.1013 ext. 3644 | Fax: 508.351.3798

Email: pdonovan@vgsi.com | www.vgsi.com



November 11, 2022

City of Biddeford
Attn: City Assessor
205 Main Street, Suite 207
Biddeford, ME 04005

Dear City Assessor:

Vision Government Solutions is pleased to propose Revaluation services for Commercial Real Property to the Town of Biddeford in response to your RFP. We have been in the Revaluation and Municipal software business for over 35 years and have both the personnel and financial resources to complete your project. Our proposal is compliant with Maine certification and IAAO Standards requirements.

In summary, it is our perspective that there is no firm better suited for the delivery of accurate and equitable values, positive taxpayer relations, and service level efficiency and quality than Vision. Here are three specific reasons why:

1. **Experience and Reputation:** There is no firm with more New England revaluation experience than Vision, with more than 200 projects completed in the past 5 years.

So many communities choose Vision because of our service quality, robust training programs, appraisal expertise, and Public Relations campaigns. The best evidence of that is the simple fact that more than 50 percent of our clients have been with Vision for more than 20 years. Firms with less diverse experience introduce the risk of inaccurate values, project timeline delays, and significant database errors that are costly to fix.

2. **Contractor revaluation experience with *Appraisal Vision®* CAMA software system**

Vision's Appraisal Teams exclusively use our *Appraisal Vision®* CAMA software to conduct every valuation project. There is no other vendor with the level of experience on *Appraisal Vision®* utilized by the town, than the Vision Appraisal Team. This is critical to the success of the project, as incorrect changes to CAMA tables and mass updates can lead to massive data quality errors, causing project timeline delay, costly re-work, and significant public relations issues. In fact, there are many recent examples of communities using non-Vision mass appraisal vendors, who have incurred tremendous cost fixing data quality errors on the back-end of the project.

1 Cabot Road, Suite 100 Hudson, MA 01749 800-628-1013 www.vgsi.com

Equal Opportunity Employer



3. **Staffing and Reliability:** Unlike smaller firms with only a few staff members, Vision maintains an appraisal team of over 65 full-time individuals. Specifically, we are proposing Mike Tarello as your Project Director and Steve Whalen as the Project Supervisor. Mike and Steve combined bring over 60 years of revaluation experience to the project.

We look forward to the opportunity to discuss this project in further detail. We welcome you to contact or visit with the references that we have supplied to you in this proposal and thank you in advance for your consideration.

If we can be of any further assistance, please feel free to call. The Primary Contact for this Proposal is:

Patrick Donovan
Director of Appraisal Sales
T. 800-628-1013 ext. 3644
F. 508-351-3798

This proposal is good until December 31, 2022.

Sincerely,

A handwritten signature in black ink that reads 'D Basile'.

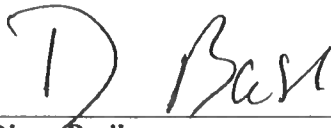
Diane Basile
Chief Financial Officer

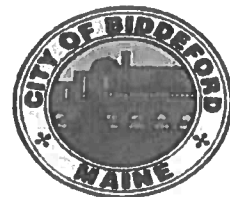
**PROJECT COST
CITY OF BIDDEFORD, MAINE
COMMERCIAL REVALUATION FISCAL YEAR 2024**

2023 Project Total \$ 66,000

Sixty-Six Thousand dollars

Company: Vision Government Solutions, Inc.
Address: 1 Cabot Road, Hudson, MA 01749

Signature: 
Name: Diane Basile
Title: Chief Financial Officer



REQUEST FOR PROPOSAL (RFP): COMMERCIAL REVALUATION

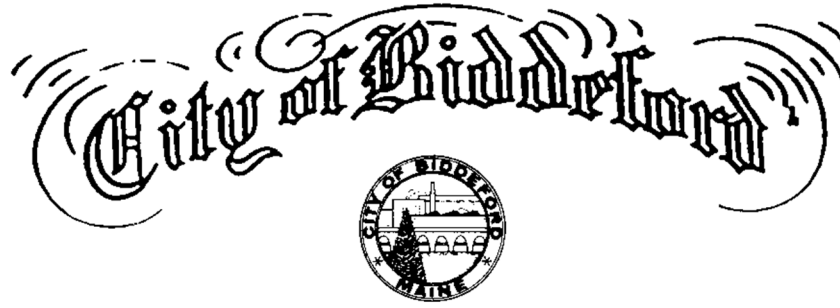
The City of Biddeford (CITY) is interested in procuring a qualified firm to review approximately 800 real estate parcels to derive a fair and equitable value using mass appraisal principles while abiding by Maine Property tax laws.

This process involves collecting and analyzing all property data relevant to value while considering all three approaches to value (Cost, Sales Comparison and Income)

SCOPE OF SERVICES

The CITY is requesting bids from a qualified consultant of firms to undertake this commercial revaluation. Estimated time table for entire scope of services is December-July.

- Begin project start-up meeting with the City
- Analyze all of the Commercial and Industrial qualified sales for a period of at least (2) years prior to the assessment date of April 1, 2023
- Mail I & E questionnaires to all applicable income producing property
- Complete a thorough analysis of all returned Income and Expense (I&E) questionnaires and input data to create market rents, expenses and vacancy rates
- Update all applicable land, building and depreciation tables as dictated by sales analysis, I & E's and Marshall & Swift cost manual
- Generate cap rates using the latest publication of investor's Survey and extracted directly from the market when possible
- Whenever possible, reconcile cost and income values to within 10% of each other
- Field Review all properties in the field
- Submit all final values to the City for review
- Mail impact notices to all property owners
- Schedule informal hearings for those wishing to dispute their assessment
- Mail final assessment notices to all those who had a hearing
- Submit to the City a full Uniform Standards of Professional Appraisal Practice (USPAP) compliant report detailing the methodology used and the results of the revaluation
- Work closely with the City at all stages of the Revaluation to ensure a successful project
- Submit to the City final revaluation documentation detailing the analysis used to derive property values on or before July 14th 2023.
- Properties to be revalued include 5+ Unit Apartments, Commercial, Industrial and Mixed Use



2022.101

IN BOARD OF CITY COUNCIL..DECEMBER 6, 2022

BE IT ORDERED, that in accordance with the provisions set forth under *Ch. 6, Amusements, Article V – Sales, Possession and Consumption of liquor at and during Special Events on City Public Property*, the City Council of the City of Biddeford does hereby grant approval for Biddeford Saco Chamber of Commerce to serve liquor at their Community Beach Party on May 27, 2023 at Gilbert Boucher Park in Biddeford Pool (Rain date: June 3, 2023), providing that the said Biddeford Saco Chamber of Commerce is and remains in compliance with the provisions set forth under *Ch. 6, Section 6-178 et seq.* Alcohol sales would be handled and managed by co-hosting partner and alcohol sales license holder, Blaze Brewing of Pearl Street Biddeford.

BE IT FURTHER ORDERED, that the City Council also approves the issuance of a Special Event Permit for the Biddeford & Saco Chamber of Commerce Community Beach Party on May 27, 2023 at Gilbert Boucher Park in Biddeford Pool. (Rain date: June 3, 2023)

APPLICATION NUMBER: 23-11-011

**INDEMNIFICATION AND RELEASE PROVISIONS
CITY OF BIDDEFORD SPECIAL EVENT PERMIT**

EFFECTIVE 7-6-2017 THE FOLLOWING

FEES WILL APPLY:

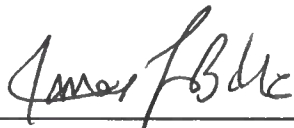
BO50	Administrative fee	\$25.00
BO51	Parade Permit fee	\$50.00
BO52	Block Party Permit fee	\$75.00
BO53	Mass Gathering fee	\$100.00

A. In consideration for being permitted to use the facilities and/or rights-of-way of the City of Biddeford, (hereinafter "City"), Biddeford Saco Chamber / Blaze Brewing (insert name of person/entity seeking permission to use facilities and/or right-of-way, hereinafter "Applicant") agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity on account of damage, loss, or injury, including without limitation claims arising from property loss, or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities and/or rights-of-way, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that in the event of damage, loss or injury to the facilities or to any property or equipment therein or to the City rights-of-way, the City may deduct from any damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will promptly reimburse the City for all costs associated therewith upon billing by the City.

C. In addition, in consideration for being permitted or allowed to use the facilities and/or right-of-way, Applicant on behalf of itself and its officers, employees, members, and participants, hereby expressly exempts and releases the City, its officers, employees, insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability claims and demands result from the act, omission, negligence, or other fault on the part of the City, its officer, or its employees, or from any other cause whatsoever.

D. In addition, Biddeford Saco Chamber / Blaze Brewing has furnished and attached two copies of certificates of insurance with the City of Biddeford named as an additional insured in the amount of \$400,000 unless a greater amount is warranted.


Signature of Applicant

10/31/22
Date

Jim LaBelle
Printed Name of Applicant

APPLICATION NUMBER: _____

CITY OF BIDDEFORD
SPECIAL EVENT APPLICATION

City of Biddeford
P.O. Box 586
Biddeford, ME 04005

Name of Event Biddeford Saco Chamber Beach Party Location of Event Gilbert R. Boucher Memorial Park
Date of Event: May 27, 2023 Start Time 2 PM Finish Time 8 PM
rain date June 3rd 2023

Detailed and specific description of Event (attached separate sheet if necessary)

Free community event with food, games, and music for all ages. Food truck & alcohol available for purchase.

Estimated # of Participants 50-100 Estimated Attendance 50-100

Type of Event:

☒ Festival/Fair With Alcohol: Yes: X ** No: _____

☐ Race/Walk/Bike Ride

☐ Concert

☐ Parade/March

☐ Other – Please Specify: _____

**** NOTE:** If alcohol is being sold, or otherwise available, permission must be obtained through application at City Clerk's Office, and must be approved by the City Council. If alcohol is sold, this requires applicable State of Maine Liquor license to sell alcohol. List contact name and address of licensee:

Blaze Brewing Company - Chris Paddis - 209-3858

APPLICATION NUMBER: _____

What impact will this have upon the surrounding neighborhood? (Noise, Traffic, etc.) Please explain:

Minimal parking impact.

Describe the means by which the neighborhood (residents and businesses) will be notified of this event and its public hearing:

Community to be notified by social media/ emails.

Organization (Applicant) Information

Name of Organization or Name of Applicant if NOT an Organization

Biddeford + Saco Chamber

Physical Address: 28 Water Street, Biddeford

Mailing Address: Same

Business Telephone 202-1567 Fax _____ E-mail _____

Income Tax Exempt: Yes: X No: _____ Tax Exempt Number: _____

Contact Person/Event Coordinator

Name & Address

Jim LaBelle

Telephone 202-1567 Cellular _____ E-Mail jm@BiddefordSaco

Relationship Organization: ED Chamber.org

General Service Questions

Department of Public Works

Is the use of barricades necessary/requested for this event? NO

If yes, number needed _____

Will it be necessary to cover street and/or parking signs for this event? NO If yes, please note on diagram.

What is your plan for cleanup and debris disposal for this event?

Chamber to take care of trash / may need pickup

APPLICATION NUMBER: _____

Is any other Public Works assistance anticipated?

no

Parks and Recreation Department

Will this event take place in a Public Right of Way, Public Way, City Park or athletic field? _____

If yes, where

Gilbert R. Boucher Memorial Park

Will tenting/staging be utilized for this event? no If yes, what is your plan to repair any damage caused by stakes, tie-downs, etc.?

Any Parks and Recreation assistance required?

yes - opening of bathrooms

Fire Department

Will the Fire Department have access to all sites in the event of an emergency?

yes

Will any fire hydrants be obstructed? no Will you have access to E 9-1-1?

yes

Will you have First Aid or medical staff present?

yes

***** If First aid or Medical Staff is needed, The Biddeford Fire Department can provide for a fee. Please Contact the Biddeford Fire Department at 207-282-6632 for details.*****

Police Department

Is traffic control necessary for this event? no If yes, who will provide it?

Is crowd control necessary for this event? no If yes, who will provide it?

APPLICATION NUMBER: _____

Other

All vendors *must* obtain proper licenses/permits from the City Clerk's office (284-9307).

Indemnification agreement/insurance certificate must be attached to this application at the time of submission. Site Plan Sketch may be accompanied by a separate map, if necessary.

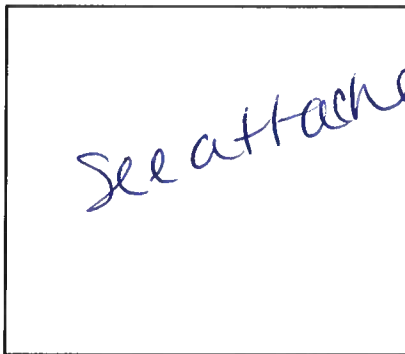
SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Rest Facilities

Vender Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

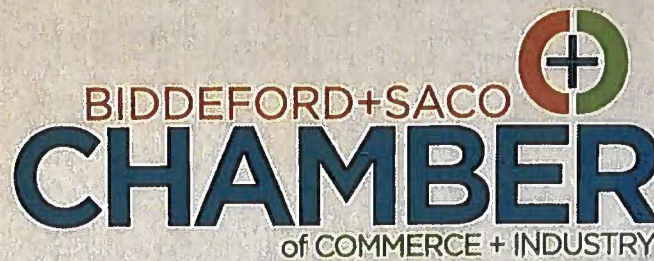


3/search/biddeford+pool+maine/@43.44216351,-70.35154993,3.57739441a,168.79094846d,35y,0h,0t,0r/data=CigUgokCXHDDaZTAkZAESd0oFCYtCIAGf8vCZ2snKEATYHbtsmRV3A

h... Biddelford Savings Constant Contact ... Facebook Home - Biddelford+ ... Instagram ChamberMaster Capital Access Fina...



Gilbert Boucher Park



Dear Biddeford City Council Members:

The Chamber of Commerce would like to host a free community beach party on Saturday, May 27, 2023, with a rain date of Saturday, June 3, 2023. We are envisioning the event to run from 2pm-8pm at Gilbert Boucher Park in Biddeford Pool. This event will be free to all ages and include music, games, food, etc.

As per City regulations, we are seeking permission from City Council for alcohol sale and consumption at the event. Sales would be handled and managed by our co-hosting partner and alcohol sales license holder for this event, Blaze Brewing of Pearl St., Biddeford, in a cordoned-off/roped off area on the beach.

No glass containers would be allowed as part of this event, and the Chamber and Blaze will be responsible for all management and clean-up for the event. We would hope to work with the Parks and Recreation department to have the onsite bathrooms open and available that day for event-goers along with the general public.

Please let us know if you have any questions, and thank you for your consideration of this event.

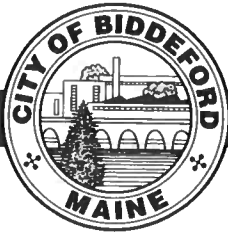
Sincerely,

Jim LaBelle, Executive Director

Jim@BiddefordSacoChamber.org

Biddeford + Saco Chamber of Commerce + Industry

28 Water Street, Suite 1 | Biddeford ME 04005 | 207-282-1567 | www.BiddefordSacoChamber.org



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: Nov. 6th 2022

Name: June Daly

Street Address: 170 Hills Beach Road
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 Citizens Advisory Committee | ☐ • Historic Preservation Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Planning Board |
| ☒ • Biddeford Housing Authority | ☐ • Policy Committee |
| ☐ • Biddeford Police Advisory Committee | ☐ • Project Canopy Committee |
| ☐ • Board of Assessment Review | ☐ • Recreation Commission |
| ☐ • Cable T.V. Committee | ☐ • Recycling & Solid Waste Management Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Wastewater Management Commission |
| ☐ • Diversity, Equity and Inclusion Committee | ☐ • Zoning Board of Appeals |
| ☐ • Downtown Development Commission | ☐ • Other: |
| ☐ • Economic Improvement Commission | |

CITY OF BIDDEFORD
Committee Application

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

on the Board of Eastern Residence for 7 years.
on the Board of the Maine Way-Housing for homeless
for past 20+ years.
on the Board of BHA since 2009 or 2010

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

I have a Master's in Education + a Counselor's
degree (LPC) both very helpful when dealing with
the population of homelessness.

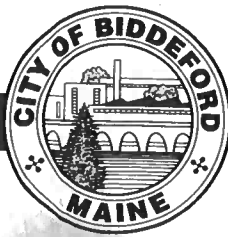
Please provide a brief statement describing your interest in serving the City of Biddeford.

I have been working for over 40 years with
folks who are homeless, mentally ill + people
with Alcoholism.

People who are low-income need all the help they
can get + I feel as a member of the BHA
board I have a say in helping them.

Thank you

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



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

11/12/2022

Name:

GERALD J. BERNIER

Street Address:

30 BEACON AVE

Mailing Address:
(if different)

Phone Number(s):

207-229-5608

Email Address:

G.BERNIER@MAINE.BR.COM

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

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

CITY OF BIDDEFORD
Committee Application

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

I HAVE BEEN ON THE AIRPORT COMMISSION
FOR THE PAST YEARS

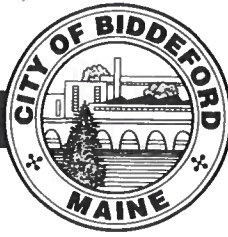
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I HAVE BEEN FLYING SINCE 1964 AND WAS
ISSUED A PILOT'S LICENSE 2009.

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

I LOVE FLYING AND ENJOY BEING PART OF THE
AVIATION COMMUNITY.
THE BIDDEFORD MUNICIPAL AIRPORT IS AN IMPORTANT PART
OF BIDDEFORD AND I WANT TO HELP MAKE IT BETTER.

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



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11/8/22

Name: Carolyn Southwick

Street Address: 16 Congress St.
Biddeford

Mailing Address:
(if different)

Phone Number(s): 284-5149 Cell: 229-3016

Email Address: Carolyn.Southwick@biddefordmaine.org

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

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

CITY OF BIDDEFORD
Committee Application

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

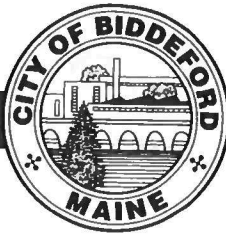
Currently chairperson of this committee

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 love Biddeford! My husband and I have lived here 41 years and have seen Biddeford in bad times and good. She's a good city with wonderful citizens.

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



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: NOVEMBER 3, 2022

Name: MICHAEL P. CANTARA

Street Address: 5 CHERRY LANE

Mailing Address:
(if different)

Phone Number(s): (207) 283-1525 (HOME) (207) 602-8966 (cell)

Email Address: MICHAELCANTARA2739GMAIL.COM

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

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

CITY OF BIDDEFORD
Committee Application

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

CURRENTLY SERVING ON THE PLANNING BOARD. TERM ENDS
DEC. 1, 2022. I AM SEEKING REAPPOINTMENT.

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

SERVED ON THE PLANNING BOARD, 1984-1987
SERVED AS MAYOR OF BIDDEFORD, 1987-1988
GRADUATED FROM U. MAINE SCHOOL OF LAW, 1981
MAINE DISTRICT COURT JUDGE, 2007-2019

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

AS A LIFE-LONG CITIZEN OF BIDDEFORD, I HAVE A DESIRE TO HELP
THE CITY AS MUCH AS POSSIBLE.

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

MICHAEL PAUL CANTARA

**5 CHERRY LANE
BIDDEFORD, MAINE 04005
TELE. 283-1525 (home)**

EDUCATION:

**BIDDEFORD HIGH SCHOOL
Biddeford, Maine
Graduated June, 1971**

**COLBY COLLEGE
Waterville, Maine 1971-1975
JUNIOR YEAR ABROAD-UNIVERSITÉ DE CAEN,
NORMANDIE, FRANCE 1973-1974
Bachelor of Arts, French/Biology, 1975.**

**MIDDLEBURY COLLEGE
Middlebury, Vermont 1976-1977
Enrolled at UNIVERSITÉ DE PARIS/NANTERRE and
L'INSTITUT DES SCIENCES POLITIQUES, PARIS
Masters Thesis: The Parisian Mayoral Race, 1977
Masters of Arts, French Literature/French Political
Science, 1977.**

**UNIVERSITY OF MICHIGAN
Ann Arbor, Michigan, 1977-1978
Program: Doctoral Studies, French Literature
Teaching Assistantship, Taught Freshmen and Sophomore
Courses, French Department, University of Michigan,
Ann Arbor.**

**UNIVERSITY OF MAINE SCHOOL OF LAW
Portland, Maine 1978-1981
Juris Doctor Degree, 1981
Activities: Canadian-American Moot Court Team
Moot Court Program Co-Chair
Student Government.
Clinic Internship (Defense and Prosecution)**

AWARDS/HONORS:

FULLBRIGHT TEACHING FELLOWSHIP

Teaching position at Lyceé Marcel Sembat, Sotteville-lès-Rouen, Normandie, France, 1975-1976. Joint sponsorship of Fullbright Committee and French Government. Taught American English, American History and Culture to French High School Students.

AMERICAN COUNCIL OF YOUNG POLITICAL LEADERS AWARDS

Nominated in 1988 by Rick Barton, of Portland, Maine, Chairman of the Maine Democratic Party, to be part of a Delegation of Bi-Partisan Young American Political Leaders to attend NATO Defense Conference in London, England.

PRESIDENT, MAINE PROSECUTORS' ASSOCIATION

Elected in 1993 by fellow prosecutors, District Attorneys, Assistant District Attorneys, Attorney General and Assistant Attorneys General, to head Maine Prosecutors' Association. Worked with Legislature, Attorney General Carpenter and Chief Deputy Vendean Vafiades on budget and legislative issues. Hosted Maine Prosecutors' Association Annual Conference in the Fall, 1993, in Kennebunkport, Maine (one year term). Re-elected President of Maine Prosecutors' Association in 1997- organized Maine Prosecutors' Association Annual Conference in October, 1998, in Bar Harbor, ME. Current Vice President of Maine Prosecutors' Association.

1994 AWARD FROM CARING UNLIMITED

York County's shelter organization for battered women and their families, awarded in appreciation of service for victims of domestic abuse. Recipient of second award from Caring Unlimited in 1998.

1998 Recipient of the Distinguished Elder Service Award, presented at the Maine Medial Center, Portland, by the Elder Abuse Community Education Project.

WORK EXPERIENCE:

PRIVATE SECTOR

***Boone and Cantara, Biddeford, Maine 1981-1984
Private Practice; general practice of law.***

***Returned to private practice in 1986, until 1990, in
Biddeford, concentrating on criminal defense,
personal injury cases, and family law.***

PUBLIC SECTOR

***Assistant District Attorney, York County, Maine,
1984-1986. Primarily responsible for District Court
prosecutions in Biddeford, Springvale and Kittery.
Litigated hundreds of motor vehicle violations;
operating under the influence of intoxicating liquor
cases; simple assaults, domestic violence and
sexual assaults; represented the State's interests at
bail hearings, juvenile matters and probation
revocation hearing. Tried numerous felony offenses
in Superior Court, gaining valuable jury trial experience.***

***Deputy District Attorney, Elevated to Deputy District
Attorney by D.A. Gene R. Libby in Fall, 1985
Represented the State of Maine in dozens of jury
trials in Superior Court. Participated in Attorney
General Jim Tierney's Task Force on Domestic Violence,
1985. Assumed office managerial duties.***

***District Attorney, York County. Elected to the office of York County District
Attorney in Fall, 1990. Re-elected for second term in November, 1994.
Responsible for the management of 10 trial prosecutors, 18 1/2 support staff;
County and State Prosecutorial budgets; offices in York, Springvale, and
Biddeford and Alfred; oversee second heaviest criminal docket in the State;
responsible for the prosecution of motor vehicle infractions, misdemeanors, all
felonies except homicide, appeals to the Maine Supreme Judicial Court.
Actively engaged in trials and hearing on both District Court and Superior
Court levels. Routinely sponsoring continuing legal education courses for York
County law enforcement agencies.***

OTHER EXPERIENCE:

***City of Biddeford Planning Board, 1984-1987
Served as Chairman for a period of time.***

***Mayor, City of Biddeford, 1987-1988
Elected to a 2 year term as Mayor in Fall, 1987.
Also served as Chairman of Biddeford School Board while
Mayor.***

***Member, Sanford Juvenile Task Force, Chaired by Chief
Gordon Paul, Sanford Police Department, 1994..***

***Member of Biddeford Juvenile Task Force. Chair of Resources Subcommittee,
Chaired by Supt. Dr. Roger A. Spugnardi, 1994..***

***Past Member of Board of Directors for Caring Unlimited of Sanford, Maine
which provides emergency services and shelter for battered women and their
children.***

***Founder, Co-chair/Facilitator of the York County Task Force to Combat
Domestic Violence.***

***Past Co-President of the Community Advisory Council, Franco-
American Center, University of Maine, Orono, Maine.
Instructor, University of Maine, Orono, Franco-Americans Of The Northeast
(1996).***

***Member of the Board of Directors of the Holocaust Human
Rights Center of Maine, Palermo, Maine, a non-profit
human rights center whose goal is to foster public education about the Nazi
Holocaust and issues of human rights, tolerance and diversity.***

***Past Member of the International Board of Directors of the Association
Canado-Américaine of Manchester, N.H.***



November 2022

Dear Michael Cantara:

Your term on the Planning Board expires on December 31, 2022. If you would like to be considered for re-appointment, please complete the enclosed Committee Application and return to my attention as soon as possible or by December 1, 2022. You may submit your application via fax – 207-571-0678; via email: Attn: Shelly.MacNeill@biddefordmaine.org ; or drop it off at the City Manager's Office, Room 107 in City Hall. Your application will be forwarded to Mayor Casavant who, by City Charter, recommends appointments to the City Council for approval.

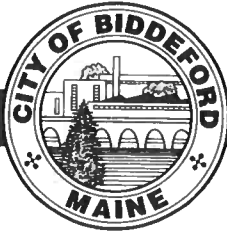
If you no longer wish to be considered for this position, please notify me so that someone else may be appointed (see contact information in above paragraph).

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

Respectfully,

Shelly MacNeill
Executive Assistant

205 Main Street * P.O. Box 586 * Biddeford, Maine 04005 * (207) 284-9307 * Fax: (207) 571-0678



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11/4/22

Name: PAUL B. LARIVIERE

Street Address: 517 POOL ROAD

BIDDEFORD MAINE 041005

Mailing Address:
(if different) _____

Phone Number(s): H 2824647 cell 4681865 work 2831099

Email Address: PAUL@SOUTHERNMAINEMARINE.COM

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

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

CITY OF BIDDEFORD
Committee Application

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

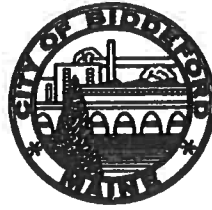
ASST

HARBOR MASTER Since 1979

| 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.



November 2022

Dear Paul Lariviere:

Your term on the Shellfish Conservation Commission expires on December 31, 2022. If you would like to be considered for re-appointment, please complete the enclosed Committee Application and return to my attention as soon as possible or by December 1, 2022. You may submit your application via fax –207-571-0678 ; via email: Attn: Shelly.MacNeill@biddefordmaine.org ; or drop it off at the City Manager's Office, Room 107 in City Hall. Your application will be forwarded to Mayor Casavant who, by City Charter, recommends appointments to the City Council for approval.

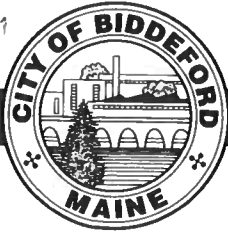
If you no longer wish to be considered for this position, please notify me so that someone else may be appointed (see contact information in above paragraph).

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

Respectfully,

Shelly MacNeill
Executive Assistant

205 Main Street * P.O. Box 586 * Biddeford, Maine 04005 * (207) 284-9307 * Fax: (207) 571-0678



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date:

NOVEMBER 17, 2022

Name:

ROGER HURTUBISE

Street Address:

9 VILLAGE LANE

BIDDEFORD, ME 04005

Mailing Address:
(if different)

Phone Number(s):

207-284-6480

Email Address:

ROGERSFRENCHHOUR@G-MAIL.COM

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

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

CITY OF BIDDEFORD
Committee Application

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

FORMER CITY COUNCILOR UNDER 2 DIFFERENT ADMINISTRATIONS
I ALSO SERVED ON THE JDC, PERSONEL COMMITTEE, 2012 CITY CHARTER REVIEW
COMMISSION, SOLID WASTE MANAGEMENT COMMISSION, CABLE TV COMMITTEE
GENERAL ASSISTANCE BOARD OF REVIEW, WASTE WATER MANAGEMENT
COMMISSION, Biddeford FIRE ADVISORY COMMITTEE

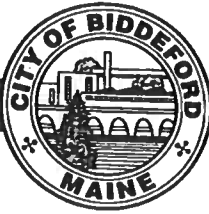
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I SERVED ON THE FORMER Biddeford FIRE COMMISSION FOR
NUMEROUS YEARS HOLDING DIFFERENT POSITIONS, INCLUDING CHAIRMAN
OF THE Biddeford FIRE COMMISSION

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

CURRENTLY I AM DOING COMMUNITY SERVICE IN THE CITY OF SANFORD
AS WELL AS SOUTHERN MAINE AND NEW HAMPSHIRE FOR THE FRANCO-
AMERICAN COMMUNITY. I WILL BE EIGHT YEARS ON JANUARY 2023
I BELIEVE COMMUNITY SERVICE IS A GREAT WAY OF PAYING BACK
TO OUR COMMUNITY IN WHICH I LIVE, ALSO I BELIEVE EVERYBODY
SHOULD DO THE SAME IN ONE WAY OR OTHER.

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



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: Nov 11 2022

Name: Julie Ann Larry

Street Address: 25 C Dartmouth Street

Mailing Address:
(if different)

Phone Number(s): (207) 710-2012

Email Address: jlarry04005@gmail.com

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

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

CITY OF BIDDEFORD
Committee Application

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

Biddeford HP Board 2020-2022
Hollis Planning Board 2002-2007

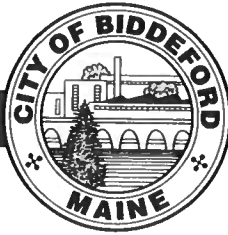
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

~~prof~~ Advocacy Director @ Greater Portland Landmarks
(2015-2021) TFL-architects (2000-2015), Senior
Architectural Historian @ Black Diamond Consultants
(2021-present)

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

I love living in Biddeford and would like to lend
my expertise in preservation to help as the city
redevelops its fantastic historic buildings.

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



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 11/25/2022

Name: Cat Bates

Street Address: 255 Elm st.
Biddeford ME, 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-286-4397

Email Address: cat@catbates.com

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

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

CITY OF BIDDEFORD
Committee Application

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

Citizens Advisory Committee - Late 2020/early 2021 to present Chair since start of 2022
Comprehensive Plan Public Engagement Process Advisory Committee (PEP-AC) - 2021-2022

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

Community organizing, advocating for access to affordable housing & progressive Affordable Housing policy, homeless support, and renter protections, through the Democratic Socialists of America.

The Metals Collective - Organizing member from 2016-2020 - worked on coordination of numerous group art shows, specifically responsible for advertising and promotion of events.

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

I grew up in the area, and am honored to have become a part of the community when i moved here in early 2020. I am interested in continuing to serve on this committee because its underlying purpose, community development, is important to me. I want Biddeford to not only be a cool place to visit, I want it to be a healthy place to live, with access to opportunity for both new community members such as myself, and folks that have lived here for generations.

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