



CITY OF BIDDEFORD

205 Main Street
PO Box 586
Biddeford, ME 04005

Downtown Committee **Meeting Minutes** **October 26, 2018**

Chair, Councilor Belanger called the meeting to order at 8:00 a.m. and explained the purpose of the Downtown Committee to the public present.

Present: Chair Norman Belanger, Council President John McCurry, Mayor Alan Casavant, Councilor Michael Ready, Councilor Marc Lessard, City staff: Brian Phinney, Brad Favreau

Discussion/Approval:

1. Determine Type of Parking Garage Construction

Brian Phinney explained the advantages and disadvantages of precast concrete over cast-in-place concrete structures. He noted that the advantages of precast construction outweigh the disadvantages. Biddeford's garage consultant, Desman Associates is designing garage as precast structure.

Lessard questioned if there is opportunity for on-site modifications in order to improve the aesthetics of the garage. Brian responded that 30% design plans shows brick veneer and that aesthetic modifications are still possible.

2. Authorize Securing Parking Garage Permits

Brian explained that Council has not yet authorized construction of a garage, only the design of such a structure. Permit applications (e.g. to Maine Department of Environmental Protection) should be prepared concurrently with design phases. Council has approved the cost of permits. Not preparing permit applications now would lead to a 30-60 day delay; there is now disadvantage to preparing applications now.

Lessard questioned if this topic falls under the purview of this committee.

Ready responded that action by this committee could be informational to City Council.

Motion by Councilor Ready to proceed with permitting; seconded by Councilor McCurry.

Vote: unanimous.

Motion carried 5 – 0

3. Municipal Lot Allocations in Ordinance

The parking management Plan allocates 65% of parking in municipal lots to Monday thru Friday daytime monthly permits, 5% to 24/7 permits and the remainder to short-term parking and overnight permit parking. This allocation was used in the parking garage pro forma for financing purposes.

McCurry noted that the plan has not been initiated and that any adjustments should wait until the City has more information.

No action taken at this time.

4. Dedicated Courthouse Spaces

The Maine Court Facilities signed a Letter of Intent in 1994 that allows the District Court use of ten (10) parking spaces in the Franklin Street lot. The Court has requested that those spaces continue to be made available to court employees at no cost under the new Parking Management Plan until a new York County Consolidated Courthouse opens on Elm Street in Biddeford in 2020-21.

Motion by Councilor Lessard to allow the ten spaces to remain until the new courthouse opens; seconded by Councilor Ready.

Brian suggested that the signs be adjusted to allow the court to use the spaces “during court-house hours” and to allow resident parking overnight.

[Subsequently, Brad Favreau found the court hours are 7 a.m. to 5 p.m.]

Vote: unanimous
Motion carried 5 – 0

5. Sell Dedicated Spaces in Municipal Lots at a Premium.

Requests have been made to the City to sell dedicated spaces in some or all of the municipal lots as part of the Parking Management Plan.

Lessard suggested it is too early to entertain these requests.

McCurry questioned what percent of all spaces would be dedicated in any given lot.

Ready asked if it would be necessary to put the pay process on hold.

Belanger suggested it is too early in the plan and questioned whether the Committee has the authority to sell dedicated spaces.

Brian assured the committee that staff would track these requests.

No action taken at this time.

6. Provide Forum for Affected Parties to provide Feedback to Downtown Committee

This committee must put a plan in place to address issues raised by downtown residents and businesses. This is a rapid response team and want to hear comments.

McCurry suggested an evening forum would be best so most people would be able to attend.

Belanger agreed and a schedule will be arranged.

7. Provide a handicap space in the vicinity of 25 Alfred Street.

Brian suggested that the Police Department and/or Public Works could recommend a location.

Motion by Lessard to create a disability parking space on Alfred Street between Franklin/Bacon and Main streets.

Grady Sexton noted that a space at the end of a set of parking spaces would be easiest for disabled drivers to reach the sidewalk.

Motion seconded by Ready.

Vote: unanimous.

Motion carried 5 – 0.

8. Change parking on Water Street from Liberty Park to Sullivan Street to 2 hour Limited parking.

Brad Favreau will look at Ordinance to see if it needs to be changed, or if only the signs need to be updated.

Motion by Ready to change parking limit from 30 minute to 2-hour

Seconded by Casavant

Vote: unanimous.

Motion carried 4 – 0. [Lessard departed meeting.]

[Brad subsequently found the Ordinance states that parking is 30 minute in this location. Both an ordinance change and sign change will be needed.]

9. Schedule next meeting

McCurry noted that if changes to the parking management plan were needed, an evening meeting would be best. If vision/mission of the plan needs discussion, morning meeting would be right.

Motion to adjourn by McCurry at 9:45 a.m.

Seconded by Belanger.

Meeting adjourned.