

City of Biddeford

City Council

October 20, 2020 6:00 PM Via ZOOM

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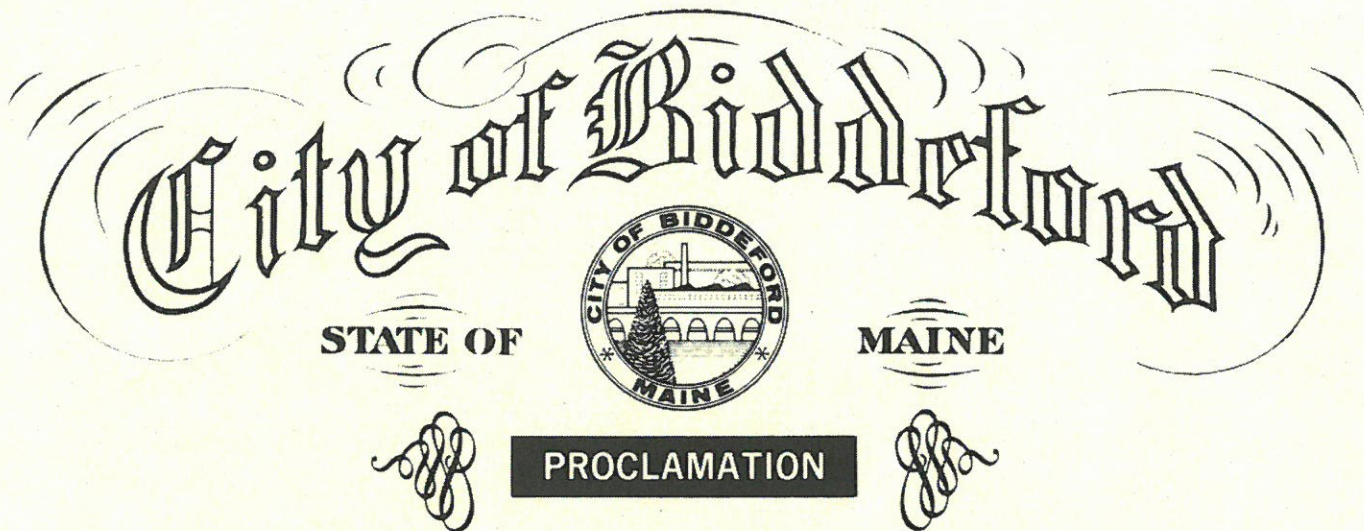
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- 1. Roll Call**
- 2. Adjustment(s) to Agenda**
- 3. Proclamation:**
 - 3.a. Extra Mile Day - November 1, 2020
[10-20-2020 Proc-Extra Mile Day-PDF.pdf](#)
- 4. Consideration of Minutes:**
 - 4.a. October 6, 2020 Council Meeting Minutes
Continuation of October 6, 2020 Council Meeting Minutes
[10-06-2020 Council Meeting Minutes.docx](#)
[10-06-2020 Continuation Council Meeting Minutes.docx](#)
 - 4.b. October 13, 2020 Special Council Meeting Minutes
[10-13-2020 Special Council Meeting Minutes.docx](#)
- 5. Second Reading:**
 - 5.a. 2020.83) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-95-Four-way Stop Intersections/Add Main Street, Lincoln & Adams Street
[10-06-2020 Four-Way Stop Intersection-Main-Lincoln-Adams Streets.doc](#)
- 6. Orders of the Day:**
 - 6.a. 2020.98) Authorization/Lease-Purchase of Ambulance/Sugarloaf Ambulance/Rescue Vehicles
[10-20-2020 Ambulance Lease - ORDER.docx](#)
[10-20-2020 Ambulance Lease - MEMO.docx](#)
[10-20-2020 Ambulance Lease-Sugarloaf Quote.pdf](#)
 - 6.b. 2020.99) Authorization/Term Sheet for Development of Joint Development Agreement with Port Property for Saco Lowell Building
[10-20-2020 Saco-Lowell Building Terms Agreement-ORDER.doc](#)

- [10-20-2020 Saco-Lowell Building Terms Agreement-MEMO.docx](#)
 - 6.c. 2020.100) Authorization/Clifford Park Land Conveyance
 - [10-20-2020 Clifford Park Land Conveyance-ORDER.docx](#)
 - [10-20-2020 Clifford Park Land Conveyance-MEMO.docx](#)
 - [10-20-2020 Clifford Park Land Conveyance-MAP.pdf](#)
 - 6.d. 2020.101) Postponement of November 3, 2020 Regularly Scheduled Council Meeting
 - [10-20-2020 Postpone Nov 3rd Council Meeting.docx](#)
- 7. **Appointments:**
 - 7.a. Christa St. Cyr...Downtown Development Commission
 - [10-20-2020 Appt-St Cyr-DDC.docx](#)
 - [10-20-2020 Comm App-St Cyr - DDC.docx](#)
 - 7.b. Julie Larry...Historic Preservation Commission
 - [10-20-2020 Appt-Larry-HPC.docx](#)
 - [10-20-2020 Comm App-Larry-HPC.pdf](#)
 - [10-20-2020 Comm App-Resume-Larry-HPC.pdf](#)
 - 7.c. Erin Ware...Historic Preservation Commission
 - [10-20-2020 Appt-Ware-HPC.docx](#)
 - [10-20-2020 Comm App-Ware-HPC.pdf](#)
- 8. **Public Addressing the Council..(5 minute limit per speaker; 30 minute total time limit)**
- 9. **City Manager Report**
- 10. **Other Business**
- 11. **Council President Addressing the Council**
- 12. **Mayor Addressing the Council**
- 13. **Executive Session**
 - 13.a. 1 MRSA 405(6)(C)...Real Estate Matter
- 14. **Adjourn**



Whereas Biddeford is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively "go the extra mile" in personal effort, volunteerism, and service; and

WHEREAS, Biddeford is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment and conviction to their individual ambitions, family, friends and community; and

WHEREAS, Biddeford is a community which chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

WHEREAS, Biddeford acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support "Extra Mile Day" on November 1, 2020.

NOW THEREFORE, I, Alan M. Casavant, Mayor of Biddeford do hereby proclaim November 1, 2020 to be Extra Mile Day. I urge each individual in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

In Witness Whereof, We, the undersigned, have herewith affixed our signatures this 20th day of October 2020

Carmen J. Man

City Clerk



Mayor

**COUNCIL MEETING
OCTOBER 6, 2020**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

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

Roll Call: William Emhiser, John McCurry, Jr., Stephen St. Cyr, Amy Clearwater, Norman Belanger, Michael Ready, Doris Ortiz, Marc Lessard

Robert Quattrone, Jr. was excused.

Adjustment to the Agenda:

- Add: Appointment of Victoria Foley to Zoning Board of Appeals

Presentation: Municipal Bond Referendums – November 3, 2020 Election

Communications Coordinator, Danica Lamontagne gave an overview of where voters can go to get information on the Bond Referendums that are included on the ballot for the November 3, 2020 Election. Voters may go to the City's website for information; and a direct mailing to Biddeford citizens is going out this week. An information video has been recorded and is available on the City's website and on Public Access. A road paving contest has been started, where folks can nominate their street/road to be paved, should Question II pass. Additionally, a few paid social media posts will be published.

Consideration of Minutes: September 15, 2020; September 22, 2020

Motion by Councilor McCurry, seconded by Councilor Belanger to accept the Council Meeting minutes of September 15th, 2020 as written.

Vote: Unanimous.

Motion by Councilor McCurry, seconded by Councilor Clearwater to accept the Special Council Meeting minutes of September 22nd, 2020 as written.

Vote: Unanimous.

Orders of the Day:

2020.83 IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-95 Four-way Stop Intersections**, be amended by adding or deleting to read as follows:

Main Street, Lincoln & Adams Street

NOTE: The Policy Committee considered this item and voted unanimously to recommend passage by the City Council.

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

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

Councilors Emhiser, Clearwater, Belanger, Ready and Ortiz in favor.

Motion carries.

2020.84 IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 2, Administration, Article IV BOARDS, COMMITTEES, COMMISSIONS, DIVISION 12 POLICE ADVISORY COMMITTEE Sections 2-230 et seq.** be amended by adding or deleting to read as follows:

Sec. 2-320 Establishment.

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

citizens, taking into consideration the person's expertise, background and other relevant experiences. The BPAC is established under the authority of the Biddeford City Council and shall serve under the directive of the City Council.

Sec. 2-321 Purpose; responsibilities.

(a) The purpose of the Committee is to provide an organized forum for two-way communication between the Biddeford Police Department and the community.

(b) Responsibilities shall include:

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

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

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

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

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

Sec. 2-322 Membership.

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

Sec. 2-323 Organization of Committee.

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

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

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

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

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

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

(g) The BPAC may adopt and amend from time to time rules to govern the conduct of its administrative business, consistent with the provisions of this division.

Sec. 2-324 Meetings.

(a) Meetings of the Biddeford Police Advisory Committee shall be at the call of the Chair, and established by the BPAC. Meetings shall be held at the Biddeford City Hall or at a suitable municipal public location.

Prior notice of any change in meeting date, time or place shall be provided to all members, the public, and the administrative staff 48 hours in advance of said meeting.

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

NOTE: The Policy Committee considered this item and voted unanimously to recommend passage by the City Council.

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

Motion by Councilor McCurry, seconded by Councilor Lessard to table this item and send back to the Policy Committee for further review and to allow for public input.
Vote: Unanimous.

2020.85 **IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020**
BE IT ORDERED, by the City Council of the City of Biddeford that the Biddeford Department of Public Works is hereby authorized to install, or have installed a Speed Table on Maplewood Avenue, at or near the entrance to Steve White Gym.

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

2020.86 **IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020**
BE IT ORDERED, by the City Council of the City of Biddeford that the City Manager is hereby authorized to enter into an agreement with SPURWICK to provide and assign a Community Engagement Specialist to work in collaboration with the Biddeford Police Department as part of their Community Oriented Policing and Engagement program at a negotiated and shared cost. The City's funding will come from the Police Miscellaneous Revenue account in the amount of \$32,480.

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

2020.87 **IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020**
BE IT ORDERED, by the City Council of the City of Biddeford does hereby authorize a portion of the funding for Microbial Source Tracking for Biddeford Pool in the amount of \$12,820.00, with funds coming from the Shellfish Conservation Account – 31142-40238. The Microbial Source Tracking Analysis will be done by the University of New Hampshire.

NOTE: The University of New England has committed \$5,000.00 towards the project; and student time will be covered by a work-study program.

Motion by Councilor Ready, seconded by Councilor Lessard to grant the order.
Vote: Unanimous.

2020.82 **IN BOARD OF CITY COUNCIL..SEPTEMBER 15, 2020**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize a one year extension of the period into which to enter into a lease/purchase agreement of the former Hills Beach Fire Station to the Hills Beach Association.

NOTE: This lease/purchase agreement was first approved by the City Council on October 15, 2019. The Order is attached.

Motion by Councilor Ready, seconded by Councilor Clearwater to remove this item from the table.

Vote: 6/2; Councilors McCurry and Lessard opposed.

Councilors Emhiser, St. Cyr, Clearwater, Belanger, Ready and Ortiz in favor.

Motion to remove from table carries.

Motion by Councilor Belanger, seconded by Councilor Clearwater to amend the order language to read: "...one year extension of the period into which to enter into a lease purchase agreement."

Vote: 6/2; Councilors McCurry and St. Cyr opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Motion to amend carries.

Vote on order, as amended: 5/3; Councilors McCurry, St. Cyr and Lessard opposed.
Councilors Emhiser, Clearwater, Belanger, Ready and Ortiz in favor.
Motion carries.

2020.88 **IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020**
BE IT ORDERED, by the City Council of the City of Biddeford does hereby approve the purchase of an EMS Powered Ambulance Stretcher in the amount of \$21,564.52; an EMS Stair Chair in the amount of \$3,944.40; and an EMS Cardiac Monitor in the amount of \$38,357.56 from Stryker of Redmond, WA. The total equipment cost is **\$63,866.48** and will be paid from the FY21 CIP Fund.

NOTE: The Finance Committee will review this item at their October 6, 2020 meeting.

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

2020.89 **IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby approve the purchase of a two-way radio simulcast trunked system, as the City Wide Radio System Upgrade outlined in the bid specifications submitted by Motorola Solutions in the amount of \$4,200,405, through financing or leasing options that is approved by the Finance Committee.

BE IT FURTHER ORDERED, that the City Council of the City of Biddeford does hereby approve the expenditure of \$276,500 and payable to Dirigo Wireless Inc., to provide the Fire Department with the ability of communicate with Mutual Aid partners, who still operate with analog technology, and to also provide Biddeford Public Safety with the capability to access radio resources using mobile devices. Financing options as determined by the Finance Committee and the City Council.

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

Motion by Councilor Belanger, seconded by Councilor Lessard to amend the order by adding to the last sentence, "and the City Council."
Vote on amendment: Unanimous.

Vote on order, as amended: 7/1; Councilor St. Cyr opposed.
Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Motion carries.

2020.90 **IN BOARD OF CITY COUNCIL. OCTOBER 6, 2020**
BE IT ORDERED that the City Council does hereby request the Planning Board to conduct a Public Hearing and make recommendations to the City Council regarding proposed amendments to the Zoning Ordinance as outlined below.

Amending the Zoning Ordinance to clarify definitions related to marijuana and their consistency with state statute;
Amending the Zoning Ordinance to permit Adult Use Cultivation and Manufacturing in the I1 and I2 zones (in addition to medical marijuana in the same zones); and,
Amending the Zoning Ordinance to permit Adult Use and Medical marijuana Cultivation and Manufacturing in the I3 zone (where only dispensaries are permitted).

Motion by Councilor Belanger, seconded by Councilor Ready to grant the order.

Motion by Councilor McCurry, seconded by Councilor Clearwater to amend the order to add a stipulation that the MSRD 3 Zone also be included in the approved zones for Adult Use Marijuana Cultivation and Manufacturing.
Vote: 2/6; Councilors McCurry and Clearwater in favor.
Councilors Emhiser, St. Cyr, Belanger, Ready, Ortiz and Lessard opposed.
Motion to amend fails.

Motion by Councilor McCurry, seconded by Councilor Lessard to amend the order to remove the I3 Zone as consideration by the Planning Board.

Vote: 3/5; Councilors McCurry, Belanger and Lessard in favor.

Councilors Emhiser, St. Cyr, Clearwater, Ready and Ortiz opposed.

Motion to amend fails.

Vote on order, as originally written: 6/2; Councilors McCurry and Lessard opposed.

Councilors Emhiser, St. Cyr, Clearwater, Belanger, Ready and Ortiz in favor.

Motion carries.

The Chair took a 5-minute recess.

2020.91

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

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 2021.

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 McCurry, seconded by Councilor Clearwater to grant the order.

Vote: Unanimous.

2020.92

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager to take the necessary steps to dispose of a portion of Acorn.

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

Motion by Councilor St. Cyr, seconded by Councilor Lessard to direct the City Manager to put the property in question up for sale.

Vote: Unanimous.

2020.93

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager to enter into an agreement with Sportsfield Specialties in the amount of [specify amount] associated with the Option [I, II, or III] for foul ball containment at St. Louis Field II.

Funding for this project shall be through account number 22002-60912, St Louis Field Improvements.

Motion by Councilor McCurry, seconded by Councilor Lessard to approve Option 2 – a 40-foot pole system with canopy, in the amount of \$105,260.00.

Vote: Unanimous.

2020.94

IN BOARD OF CITY COUNCIL,, OCTOBER 6, 2020

BE IT ORDERED, that the City council of Biddeford does hereby authorize the City Manager to sign an agreement with Wright-Pierce to move forward with the Collection System Evaluation Agreement for the sum of \$340,200, to paid from CSO Account, Fund 417.

NOTE: The Finance Committee will consider this item at their October 6, 2020 meeting and vote a recommendation to the Council.

Motion by Councilor Ready, seconded by Councilor Clearwater to grant the order.

Vote: Unanimous.

2020.95

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby adopt the following:

- 1) That there is irrefutable and overwhelming scientific evidence that our planet is warming due to greenhouse gas emissions.
- 2) That the Gulf of Maine temperature is warming at a rate 99% faster than the temperature of the global oceans.
- 3) That the coastal zones within the city shall be threatened by an increasing sea level rise of 8 inches to 6.6 feet by the end of this century² and these estimates could be significantly greater.
- 4) That the probability of increasing frequency and severity of coastal storms is high due to rising sea level and temperatures.
- 5) That economic costs due to the local effects of climate change have been projected to be very significant and include:
 - Damage and replacement of infrastructure such as roads, bridges, public buildings, water and sewage facilities.
 - Relocation of private residences in coastal zones.
 - Loss of commercial properties in coastal zones.
 - Negative health effects due to longer, warmer seasons (Lyme Disease, Asthma, etc.)
 - Reduced fisheries including lobster, shrimp, clams, oysters, scallops, and groundfish due to warming waters, ocean acidification, and invasive species such as the Green Crab.
 - Loss of tourism
 - Loss of tax-based municipal revenue due to property lost to inundation from sea level rise.
 -
- 6) That the effects of climate change will be irreversible within a short window of 7 – 15 years and that these effects will continue to worsen.

It is therefore recommended that the City of Biddeford should develop a plan that will:

- 1) Account for and publicly report our current climate risk and greenhouse gas footprint using a standardized methodology and reporting system.
- 2) Address development of new construction in shoreland zones where such construction is in high risk areas.
- 3) Develop an adaptation (infrastructure and policy changes to accommodate changes we are already experiencing) and mitigation (reduce emissions) strategy.
- 4) The development of a timeline to move towards carbon neutrality in public buildings and public transportation.
- 5) Collaborate with the state of Maine and surrounding towns to contribute to an efficient and effective regional plan that makes the best use of our collective resources. This may include a Sustainment Coordinator as a shared resource with other coastal communities.
- 6) Work with educational institutions such as UNE to coordinate community educational outreach and engage other communities, schools, and non-profit organizations willing to participate.

References:

- 1) National Oceanic and Atmospheric Administration; <https://noaa.gov>
- 2) National Resource Council of Maine; “Global Warming and Climate Change”, <https://nrcm.org>
- 3) Maine Climate Threats, States at Risk; <https://statesatrisk.org>
- 4) Union of Concerned Scientists; “Confronting Climate Change in the U.S. Northeast: Science, Impacts and Solutions”, 2007 Report
- 5) Watery Heatwave Cooks the Gulf of Maine; <https://climate.nasa.gov/news/2798/watery-heatwave-cooks-the-gulf-of-maine>
- 6) Effects of Sea Level Rise in Maine; <https://www.nrcm.org/programs/climate/global-warming-air-pollution/sea-level-rise-Maine>

Motion by Councilor Belanger, seconded by Councilor Emhiser to grant the Resolution.

Motion by Councilor Lessard to amend the Resolution, in the second section #3 to stop at the word ‘strategy;’ and to strike the rest of the sentence. Further, to amend the second section #4 to remove the word ‘provide.’

Vote on amendments: 6/2; Councilors Clearwater and Ready opposed.

Councilors Emhiser, McCurry, St. Cyr, Belanger, Ortiz and Lessard in favor.

Motion to amend carries.

Vote on Resolution, as amended: 7/1; Councilor McCurry opposed.

Councilors Emhiser, St. Cyr, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Motion carries.

{Councilor St. Cyr left the meeting at 9:22 p.m.}

2020.96

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

BE IT ORDERED, notwithstanding current rules and procedures, the City Council adopts a pilot program to increase citizen engagement and participation in public hearings. Staff is directed to implement the program in time for the next public hearing. Said pilot program shall expire in nine months.

Motion by Councilor Belanger, seconded by Councilor Lessard to grant the order.
Vote: Unanimous.

2020.97

IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020

BE IT ORDERED, that, the City Manager be and hereby is authorized to execute and deliver a tax-exempt lease purchase agreement with U.S. Bank in the name and on behalf of the City of Biddeford (the "Issuer"), for the purpose of financing a lease purchase of printer and photocopier equipment, service agreements specifically financed in connection with equipment, PaperCut software, year 1 licensing for Treeno software, and related costs of issuance, including financing with an aggregate purchase price not exceeding **One Hundred Seventy-Nine Thousand Seven Hundred Twenty Dollars and Zero Cents (\$179,720.00)**, through **July 2025**, with the first payment due in July of 2021 and otherwise in such form as the City Manager may approve; and that the appropriate officials of the Issuer be and hereby are authorized to execute and deliver on behalf of the Issuer such other documents and certificates as may be required in connection with such tax-exempt lease purchase agreement; and that no part of the proceeds of said tax-exempt lease purchase agreement shall be used, directly or indirectly, to acquire any securities or obligations, the acquisition of which would cause the tax-exempt lease purchase agreement to be a "private activity bond" or an "arbitrage bond" within the meaning of Sections 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the tax-exempt lease purchase agreement issued pursuant hereto be designated as a qualified tax-exempt obligation within the meaning of Section 265(b)(3)(B) of said Code; and that the City Manager be and hereby is authorized to covenant on behalf of the Issuer to file any information report and pay any rebate due to the United States in connection with the issuance of said tax-exempt lease purchase agreement, and to take all other lawful actions necessary to insure that the interest portion of the payments under and pursuant to the tax-exempt lease purchase agreement will be excluded from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof.

BE IT FURTHER ORDERED, that, the City Council authorizes the City Manager to sign the attached Purchase Agreement to execute the lease purchase and a Maintenance Agreement, at the rates specified for service and maintenance exclusive of paper and staples, with Business Equipment Unlimited relating to acquisition and servicing of printer and photocopying equipment for the Issuer as per this authorizing vote.

Note: In year two of the lease the Treeno document management license renewal will be required and will be addressed through the budget review process.

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

Appointments:

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

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

**Victoria Foley
168 Hill Street
Ward 4**

to the *Downtown Development Commission*, for a term to expire in December 2023.

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

IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020

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

**Frederick Olson
5 Haley Circle
Ward 1**

to the *Police Advisory Committee*, for a term to expire in December 2025.

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

IN BOARD OF CITY COUNCIL..OCTOBER 6, 2020

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

**Victoria Foley
168 Hill Street
Ward 4**

to the *Zoning Board Appeals*, for a term to expire in December 2023.

Motion by Councilor Clearwater, seconded by Councilor Belanger to confirm the appointment.
Vote: Unanimous.

Public Addressing the Council...(5 minute limit per speaker; 30 minute total time limit):
One citizen addressed his comments to the Council.

City Manager, James Bennett had no report.

Other Business:

Councilor McCurry: would like to receive a map of the easements that are in place for the RiverWalk Project.

He asked for an update on the following items:

- Issue with the Ice Arena Association
- Possible change in hours at the Recycling Center
- Cable T.V. Contract

Executive Session:

- **1 MRSA 405(6)(D)...Labor Contract Negotiations**
- **1 MRSA 405(6)(C)...Real Estate Matter**
- **1 MRSA 405(6)(C)...Economic Development Matter**

Motion by Councilor Emhiser, seconded by Councilor Ready to move into Executive Session.

Vote: 3/4; Councilors Emhiser, Belanger and Ready in favor.

Councilors McCurry, Clearwater, Ortiz and Lessard opposed.

Motion to move into Executive Session fails.

Motion by Councilor McCurry, seconded by Councilor Lessard to recess this meeting until tomorrow, Oct. 7th at 6:00 p.m.

Vote: 6/1; Councilor Ready opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ortiz and Lessard in favor.

Motion to recess the meeting carries.

Meeting recessed at 9:45 p.m.

**CONTINUATION OF COUNCIL MEETING
OCTOBER 6, 2020**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

Mayor Casavant called the meeting back to order on October 7, 2020 at 6:01 p.m.

Roll Call: William Emhiser, John McCurry, Jr., Stephen St. Cyr, Amy Clearwater, Norman Belanger, Michael Ready, Doris Ortiz, Marc Lessard (arrived at 6:10 p.m.)

Robert Quattrone, Jr. was excused.

Executive Session:

- **1 MRSA 405(6)(D)...Labor Contract Negotiations**
- **1 MRSA 405(6)(C)...Real Estate Matter**
- **1 MRSA 405(6)(C)...Economic Development Matter**

Motion by Councilor Belanger, seconded by Councilor Ortiz to move into Executive Session.
Vote: Unanimous. Time: 6:02 p.m.

Motion by Councilor Clearwater, seconded by Councilor McCurry to move out of Executive Session.
Vote: Unanimous. Time: 8:02 p.m.

Attest by: _____
Carmen J. Morris, City Clerk

**SPECIAL COUNCIL MEETING
OCTOBER 13, 2020**

Mayor Casavant called the meeting to order at 6:01 p.m.

Roll Call: William Emhiser, Stephen St. Cyr, Robert Quattrone, Jr. (arrived at 6:05 p.m.), Amy Clearwater, Norman Belanger, Doris Ortiz, Marc Lessard (arrived at 6:25 p.m.)

John McCurry, Jr. and Michael Ready were excused.

Executive Session: 1 MRSA 405(6)(C)...Economic Development

Motion by Councilor Clearwater, seconded by Councilor Emhiser to move into Executive Session.

Vote: Unanimous.

Time: 7:37 p.m.

Motion by Councilor Clearwater, seconded by Councilor Lessard to move out of Executive Session.

Vote: Unanimous.

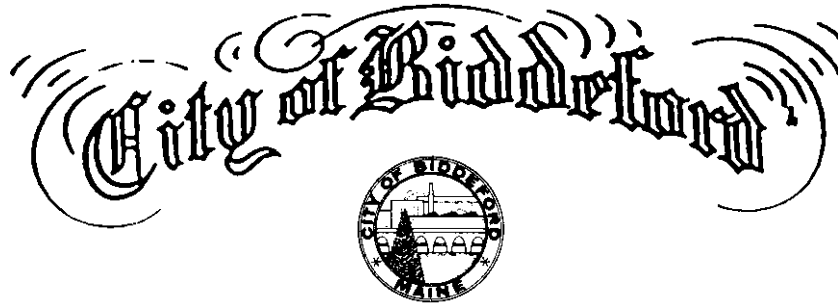
Time: 8:22 p.m.

Motion by Councilor Clearwater, seconded by Councilor Emhiser to adjourn.

Vote: Unanimous.

Time: 8:22 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2020.83 IN BOARD OF CITY COUNCIL...OCTOBER 6, 2020

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-95 Four-way Stop Intersections**, be amended by adding or deleting to read as follows:

Main Street, Lincoln & Adams Street

NOTE: The Policy Committee considered this item and voted unanimously to recommend passage by the City Council.

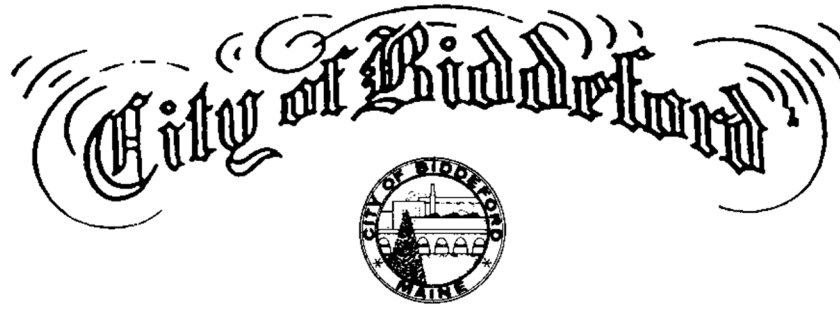
October 6, 2020

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

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

Councilors Emhiser, Clearwater, Belanger, Ready and Ortiz in favor.

Motion carries.



2020.98

IN BOARD OF CITY COUNCIL.....OCTOBER 20, 2020

BE IT ORDERED, that the City Manager be authorized to purchase one (1) 2021 Dodge 5500 ambulance as per bid of October 9, 2020 (the "Equipment") from Sugarloaf Ambulance/Rescue Vehicles (the "Vendor") and may pay the Vendor an amount not to exceed \$282,832.00 (before discounts valued at \$11,000.00) for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$282,832.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$282,832.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee will review this item on October 20, 2020 and vote to recommend it to the City Council for approval. The purchase of this Ambulance is included in the FY/21 budget line 21204-60603 as a lease



City Council

Meeting Date: October 20, 2020

Meeting Time: 6:00pm

Agenda Item No: 2020.98

Item Description: Purchase of a new Ambulance

Submitted by: Carl Marcotte Assistant Director

Supporting Information/Documentation:

Bid tab and copy of the bid.

Executive Summary:

Approval to trade in EMS 314 and purchase a new ambulance

Detailed Review:

We are seeking approval to trade in a 2013 International Terrastar ambulance with 140,000 miles and purchase with a new ambulance, we advertised for 3 weeks and received one bid. In 2016 a decision was made to downsize the rescues and go to a 6 year replacement in order to save money on the purchase, keep maintenance cost down, and assure reliability. We currently have 2 ambulances from this company and everything has been good, we get good service and parts availability. We are recommending the bid from Sugarloaf Ambulance/ Rescue Vehicles in the amount of \$271,832.00 with trade and prepayment of the chassis.

Funding Source:

This Ambulance was budgeted as a lease in line 21204-60603.

Staff Recommendation:

Staff is recommending the bid from Sugarloaf Ambulance/Rescue Vehicles with trade in the amount of \$271,832 with trade and prepayment of the chassis.



October 9, 2020

Biddeford Fire Department
152 Alfred Street
Biddeford Maine 04005

Dear Members,

Allow me to present to you, the **P L Custom "Classic" Series**, Type I, 2021 Ram D 5550 ambulance, as specified.

In consideration of the payment described below, Sugarloaf Ambulance / Rescue Vehicles will deliver a 2021 Ram D5500, P L Custom Emergency Vehicle as described in the enclosed specifications, with the options specified. This proposal also includes a STRYKER power load system.

The Price of the vehicle delivered is \$282,832

We also offer an optional prepayment of chassis which allows for \$1000 off the final invoice.

This makes the price delivered price to

\$281,832

With the trade in allowance for the 2013 Horton of \$10,000

The final price delivered to Biddeford Fire Department is:

\$271,832

In reviewing your proposal, take notice of our Warranty section (4). The **P L Custom Structural warranty**, on the body, is "Lifetime", the **Electrical warranty** is "Lifetime" or 100,000 miles, The **Paint Warranty is Now Ten Years** including a "New" 100% Crevis Corrosion warranty for Three Years! We have a "New" 36 month / 36,000 mile **Conversion warranty** on almost everything we install in our body.

The delivery time of the vehicle will be 245 calendar days from time of signing of purchase and sales agreement. You will find conceptual drawings within the following proposal.

We certify that this vehicle meets or exceeds Federal KKK-1822 F standards with allowed exceptions & Ford "Quality Vehicle Modifier" specifications. This is the standard that Ford Motor Company requires of manufacturers to build on their chassis and we use it on all ambulances.

We look forward to serving you!

Keith Stuart

***Celebrating 30 Years of Delivering Only Quality
P L CUSTOM EMERGENCY VEHICLES***



**CITY OF BIDDEFORD
FIRE DEPARTMENT**

152 Alfred Street
Biddeford, Maine 04005
Tel: 207-282-6632
Fax: 207-283-8243

Chief Scott R. Gagne
Assistant Chief Paul R. LaBrecque
Deputy Chief Kevin D. Duross

October 9, 2020

RE: 2020 Ambulance Bid Opening

On Friday, October 9, 2020 at 1112, ambulance bids were opened. One (1) bid received and one (1) bid opened.

Present:

Carl Marcotte
Kevin Duross

Bidder:

Sugarloaf Ambulance / Rescue Vehicles

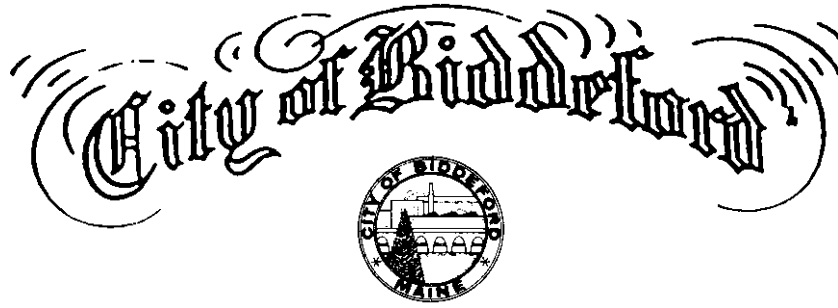
Price of the vehicle delivered - \$282,832

Pre-payment of Chassis - -\$1,000

Price delivered - \$281,832

Trade of 2013 Horton - -\$10,000

Final price delivered - \$271,832



2020.99

IN BOARD OF CITY COUNCIL..OCTOBER 20, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby direct the City Manager to enter into a Terms of Development Agreement for the redevelopment of the Saco-Lowell Building (59 Elm Street), with Port Properties Management.



Biddeford City Council

Meeting Date: October 20 2020

Meeting Time: 6:00pm

Agenda Item No:

Item Description: Credit Enhancement: Terms of Agreement-Port Properties Management

Submitted by: Mathew Eddy, Planning and Development Director

Supporting Information/Documentation:

- Terms of Agreement
- Supporting Map
- Route 111/Mill Redevelopment TIF, Amendment 9:
<https://d3n9y02raazwpg.cloudfront.net/biddeford/0c69ef1c-bd8c-11e6-8893-00219ba2f017-7da928e4-31b6-4ad8-adb8-4e0359e8f9ab-1508243037.pdf>

Key Terms:

- Route 111/Mill Redevelopment Tax Increment Financing (TIF) District: TIF district serving the Downtown and Mill area.
- Credit Enhancement: TIF agreement to return new tax dollars created through the redevelopment of a property. The credit enhancement is used to support the financing and redevelopment costs of a chosen property.
- Captured Assessed Value: the amount of new value created through development and sheltered from state and county assessments.

Executive Summary:

The City Council is being asked to approve a “terms of agreement” in support of the redevelopment of the Saco Lowell Building at 59 Elm Street. The agreement will set in motion the process for entering into a Credit Enhancement Agreement with Port Properties Management for rehabilitation of the large structure at the corner of Elm and Gooch Streets. The redevelopment will include four floors of housing with 100 units of market rental units. The lower 2 floors, which are limited in height, will be converted into self-storage facilities (in their history, they were the storage areas for manufactured equipment and materials).

Detailed Review:

The City shall enter into a 20 year Credit Enhancement Agreement subject to the following schedule:

1. Years 1-5: 85% to the Developer, 15% to the City
2. Years 6-10: 75% to the Developer, 25% to the City
3. Years 11-20: 50% to each

The Developer shall agree to:

1. Redevelop the Saco Lowell Building into 100 market rate rental units in the top four floors, while creating self-storage space in the first two floors;
2. Reserve easements and construct pathways that connect the Biddeford Riverwalk between the Railroad Underpass (connecting to Pearl Street Point) and Elm Street (see attached concept Plan);
3. Reserve the future ability to connect the second Phase of this project (presently proposed parking, see attached concept plan) to the Parking Garage located on Pearl Street and provide space sufficient to serve as an a multimode public station; and,
4. Continue to work with and pledge to the City to meet other mutual development goals, including but not limited to, housing and commercial development within the Mill District area, for any future projects.

The project is not setting aside the preservation of any workforce housing. The general discussion on this topic is this structure, because of the physical issues associated in redevelopment, is not appropriate for preserving affordable units. This enabled the Developer to recalculate their proforma and lower the credit enhancement necessary in the first five years from 100% to 85%; to 75% in the second five years. The remaining new funds would go to the community.

Funding Source:

Route 111/Downtown TIF via the new value created by the Redevelopment of the Saco Lowell Building.

Staff Recommendation:

Staff recommends approval to proceed in the Credit Enhancement agreement process.

Recommended Order: BE IT ORDERED that the City Council does hereby direct the City Manager to enter into a Terms of Agreement for the redevelopment of the Saco Lowell Building (59 Elm Street) with Port Properties Management.

TERMS OF AGREEMENT

Topic of Agreement

This Terms of Agreement (the Agreement) shall establish the basis for a Joint Development and Credit Enhancement Agreement between the City of Biddeford (the City) and Port Properties Management (the Developer) of Portland Maine. The purpose of the agreement shall be to utilize Tax Increment Financing in the redevelopment of 59 Elm Street, commonly known as the Saco-Lowell Building. This agreement signals the intent of both properties to further the development of the 59 Elm Street property.

Conditions of Agreement

The City shall enter into a 20 year Credit Enhancement Agreement subject to the following schedule:

4. Years 1-5: 85% to the Developer, 15% to the City
5. Years 6-10: 75% to the Developer, 25% to the City
6. Years 11-20: 50% to each

The Developer shall agree to:

5. Redevelop the Saco Lowell Building into 100 market rate rental units in the top four floors, while creating self-storage space in the first two floors;
6. Reserve easements and construct pathways that connect the Biddeford Riverwalk between the Railroad Underpass (connecting to Pearl Street Point) and Elm Street (see attached concept Plan);
7. Reserve the future ability to connect the second Phase of this project (presently proposed parking, see attached concept plan) to the Parking Garage located on Pearl Street and provide space sufficient to serve as an a multimode public station; and,
8. Continue to work with and pledge to the City to meet other mutual development goals, including but not limited to, housing and commercial development within the Mill District area, for any future projects.

This agreement shall be subject to a formal vote by Biddeford City Council authorizing city Manager James Bennet to enter into Joint Development Agreement that further stipulates the terms of the final Credit Enhancement Agreement with Port Properties Management on or before November 17.

Force Majeure

Neither party shall be considered in default or breach of the Formal Agreement, when such failure or delay to perform should be triggered by any act or force of nature beyond either party's control. Such acts or force of nature would include, but are not limited to, acts of god (tornado, hurricane, lightning strike, flood, etc.), hostilities, pandemics, or government restrictions. Should such performance become interrupted by any such act as mentioned above, every reasonable effort shall be made to resume full performance as promptly as possible. Both parties agree that any notice provided in connection with the Formal Agreement, shall be made in writing by registered or certified mail, with return receipt requested.

Prevailing Law

This agreement shall be governed in accordance with the prevailing laws of the State of Maine. Every aspect and provision of this agreement shall be construed in such a manner that shall render this an effective and valid legal instrument under current applicable law. Should any part of this agreement be deemed ineffective or unenforceable, only that specific provision shall be invalid and unenforceable, without affecting or invalidating any of the remaining provisions contained with this agreement.

Legal Remedies

Should either party seek legal remedy or enforce any of the provision contained in this agreement, the prevailing party shall be entitled to reasonable attorney fees, in conjunction with any other relief deemed appropriate by the court to which the party may be entitled.

Both parties acknowledge that the terms set forth in this letter accurately reflect the terms being agreed to by the parties:

James Bennett

Biddeford City Manager

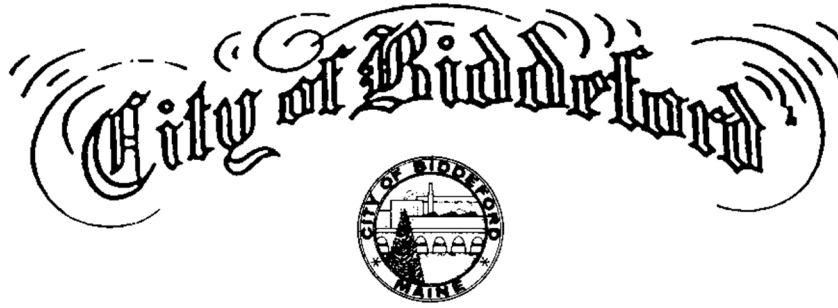
Date: _____

Thomas Watson

Owner, Port Properties Management

Date: _____





2020.100

IN BOARD OF CITY COUNCIL..OCTOBER 20, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager to execute a land conveyance agreement with E & R Development Corporation (or official designee) where, in exchange for the City's conveyance of approximately 4.2+- acres, E & R Development will convey to the City 60+- acres in accordance with the attached plan titled, "Proposed Land Conveyances".

BE IT FURTHER ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager to execute and accept a land conveyance agreement with Mr. Gervais Dube (or official designee) where, Mr. Dube shall convey to the City 42.7+- acres in accordance with the attached plan titled, "Proposed Land Conveyances" in exchange for the cost of a property appraisal.

Funding for this project (property appraisal) shall be 22002-60463 Park Improvements.

NOTE: This item will be considered at the October 20, 2020 Finance Committee meeting.



City Council

Meeting Date: 10-20-2020

Meeting Time: 6:00 PM

Agenda Item No: 2020.100

Item Description: Clifford Park Land Conveyance

Submitted by: Carl Walsh, Recreation Director

Supporting Information/Documentation:

Please see attached map

Key Terms:

N/A

Executive Summary:

For many years now the Recreation Commission has had great interest in an exchange of property from Mr. Mike Eon adjacent to Clifford Park that includes the falls. This is often a destination for the public however, it is private property. This beautiful feature added to the trail system would give members of the public the opportunity to enjoy this natural resource.

Detailed Review:

Over the years there have been on again off again discussions regarding this piece of property which has focused on a land swap. The current plan would provide the public access to the falls. This would provide Mr. Eon a piece of land approximately 5 acres reduced from approximately 12 acres discussed over the past year. In this transaction with Mr. Eon the public would be receiving approximately 60 acres. Also during recent discussions Mr. Gervais Dube has come to the table with Mr. Eon and has offered to convey approximately 42 acres off of West Street. He would do this in exchange for the city paying for a private appraisal. In total this would add approximately 100 acres to Clifford Park. The park currently has 140+ acres.

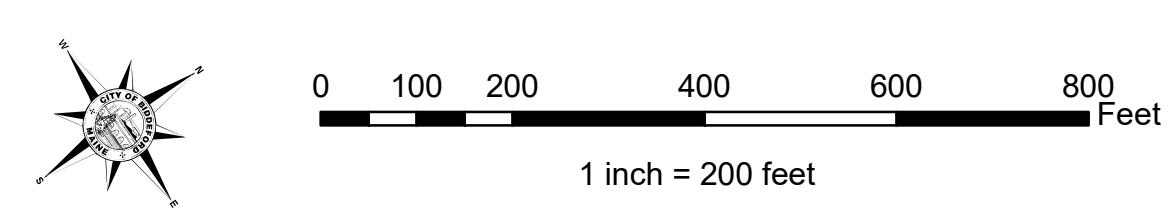
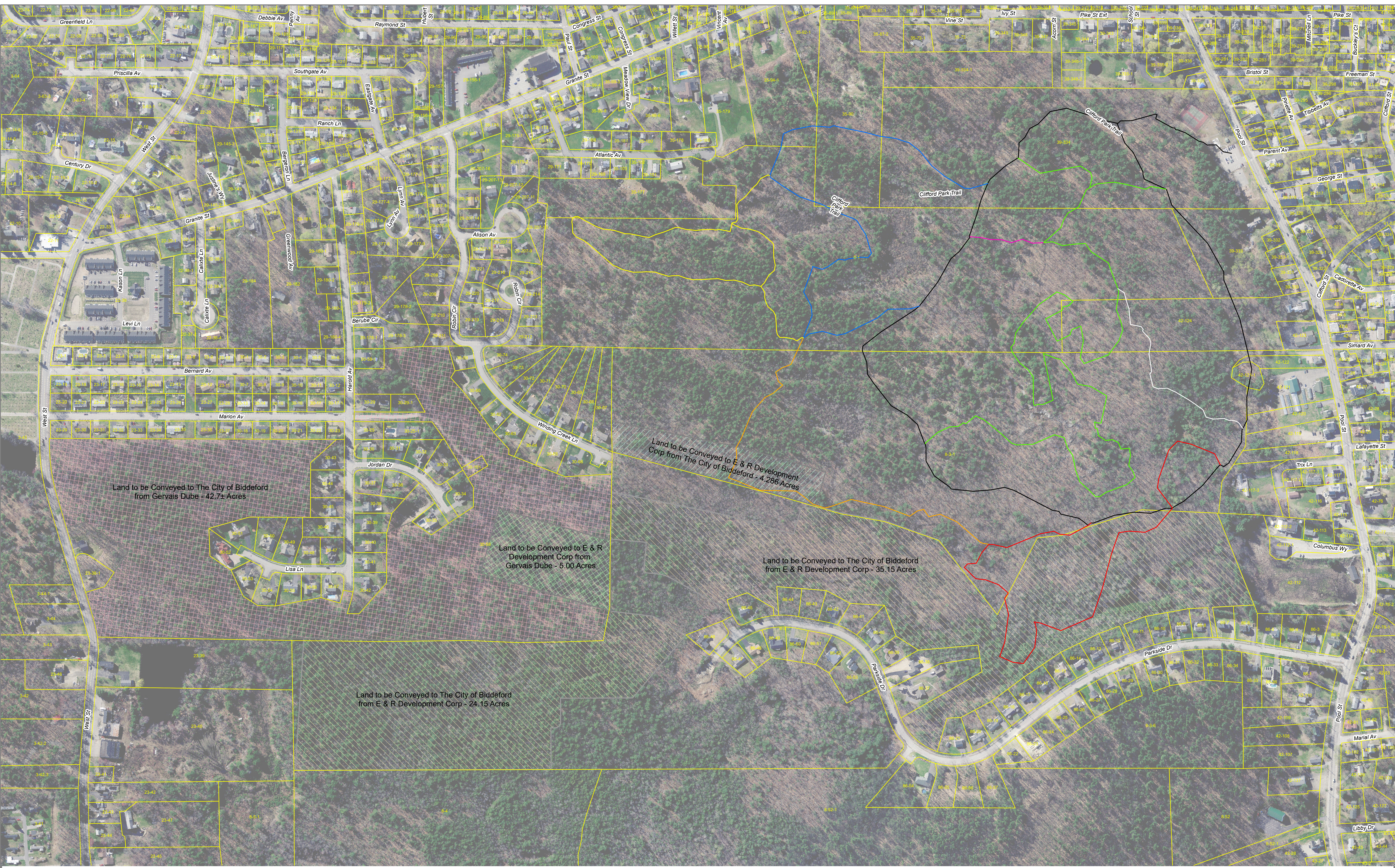
Funding Source:

Cost for the appraisal would come from account 22002-60463 Park Improvements should a final plan be accepted in the future.

Staff Recommendation:

Staff is looking for the support of council to continue discussions with the property owners and submit a final plan to council for approval.

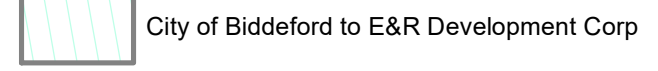
The Recreation Commission supports the addition of these properties to Clifford Park.



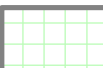
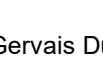
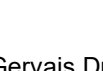
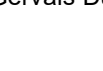
Proposed Land Conveyances

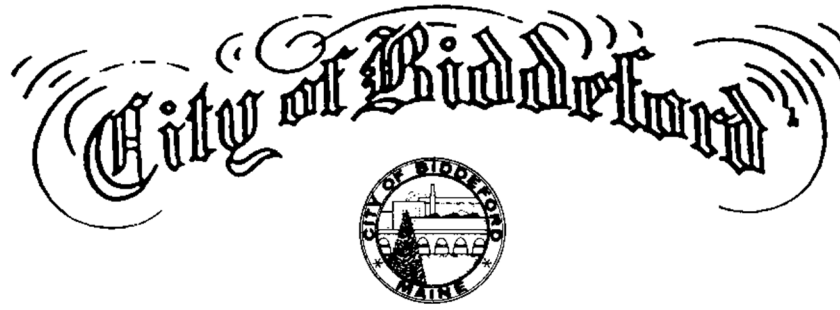
Legend

Proposed Parcels to be Transferred

-  Gervais Dube to E&R Development Corp
-  City of Biddeford to E&R Development Corp
-  Gervais Dube to The City of Biddeford
-  E&R Development Corp to the City of Biddeford

Clifford Park Trails

-  Blue Trail
-  Green Trail
-  Black Trail
-  Pink Trail
-  Red Trail
-  Orange Trail
-  White Trail
-  Yellow Trail

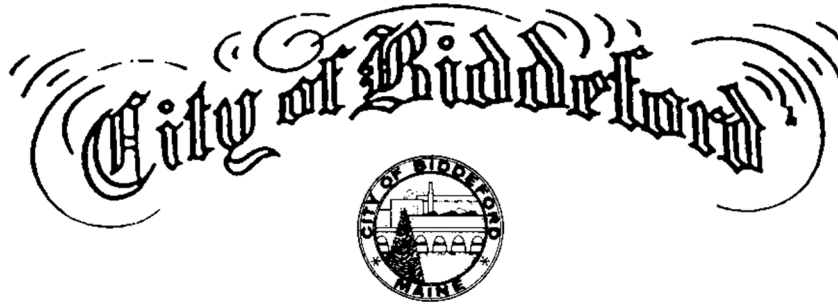


2020.101

IN BOARD OF CITY COUNCIL..OCTOBER 20, 2020

BE IT ORDERED, that the regularly scheduled Council Meeting of November 3, 2020 be postponed to Tuesday, November 17, 2020 due to the State General and Municipal Referendum Election on November 3, 2020.

NOTE: If approved, there would be one Council Meeting in November. A Special Council Meeting may be called if necessary.



IN BOARD OF CITY COUNCIL...OCTOBER 20, 2020
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

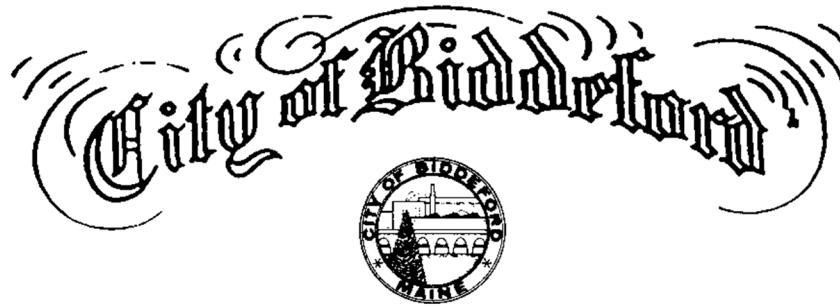
Christa St. Cyr
116 Main Street, Suite 201
Ward 5

to the *Downtown Development Commission*, replacing Jon Phillips, for a term to expire in
December 2021.

Committee, Board, and Commission Application Form

Name	Christa St. Cyr
Street Address	116 Main Street, Suite 201, Biddeford, ME 04005
Mailing Address (If Different)	<i>Field not completed.</i>
Phone Number(s)	617-953-9206
Email Address	christa.stcyr@gmail.com
(Section Break)	
Which City Committee, Board or Commission do you request to be appointed to?	Downtown Development Commission
Why are you interested in serving the City of Biddeford?	As a new resident in downtown Biddeford on Main Street, I would like to be actively involved in the city's continued growth, contribute ideas, and have input into the matters directly impacting my neighborhood.
Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve.	Business development and people development are two defining themes across my career as an HR professional, consultant, and small business owner. I work with business leaders to bring their strategies to life by aligning culture, people, capabilities, and ways of operating. Recent key focus areas include agile ways of working, innovation, equity and inclusion, and reskilling to align with increasing digitization and the rapid pace of change in the market and in talent expectations. I have lived and worked in multiple cities, most recently in Silicon Valley (before Biddeford), and I have traveled extensively within the U.S. and internationally and can bring forth ideas based on my experiences with various workforces, communities, and thriving downtowns.
Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates).	Partnered pro bono with nonprofit boards on people/ HR initiatives, for example: 1) Epic Theatre Ensemble in New York City- developed new board and committee structure to align with changing priorities and provided board recruitment strategies and recommendations. 2) Youth Uprising in Oakland, CA- HR capacity assessment and planning for short

and long term priorities, including delivering "quick fix" solutions to address key issues.



IN BOARD OF CITY COUNCIL...OCTOBER 20, 2020
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Julie Larry
25 Dartmouth Street
Ward 7

to the *Historic Preservation Commission*, replacing Steven Burr, for a term to expire in
December 2020.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 13 October 2020

Name: Julie Ann Larry

Street Address: 25 Dartmouth Street, Apt. C, Biddeford ME 04005

**Mailing Address:
(if different)**

Phone Number(s): 207.710.2012

Email Address: jlarry@portlandlandamrks.org

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

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

CITY OF BIDDEFORD
Committee Application

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

Town of Hollis Maine Planning Board (2005-2008)

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

Greater Portland Landmarks Board of Directors (1998-2003) and (2011-2015); I currently serve as their Director of Advocacy, reviewing and commenting on policies and projects in historic districts that appear before Portland's Historic Preservation Board, Planning Board and City Council.

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

I have lived in Biddeford since 2009. I was very involved in the Timber Point application to the National Register of Historic Places and worked with the friends group advocating for the preservation of the Timber Point buildings to offer walking tours of downtown Biddeford. I have volunteered for non- profit organizations when I lived in Portland and Hollis, as well as serving on the Hollis Planning Board. My work schedule did not previously permit me to volunteer for any city boards in Biddford, but now that it does, I would like to volunteer!

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



JULIE ANN LARRY

AREAS OF EXPERIENCE

Twenty years experience with the preservation of historic buildings, building assessments, Section 106 Review, and historic preservation planning.

Meets the professional qualification standards for Architectural Historian (36CFR 61, Appendix A).

EDUCATIONAL BACKGROUND

B. Arch. Tulane University School of Architecture
M. Arch. Tulane University School of Architecture

University College, Dublin, Ireland
Junior Year Abroad Program

EXPERIENCE

Director of Advocacy 2015-present
Greater Portland Landmarks, Portland, Maine

Principal 1998-2015
ttl-architects, Portland, Maine

Principal-in-Charge of historic building rehabilitations, assessments, cultural resource inventories, and impact studies on structures throughout the Eastern United States.

- ♦ Section 106 Review of telecommunications and utility projects in ME, PA, and MD.
- ♦ Cultural resource inventories in 19 municipalities.
- ♦ Preparation of National Register nominations and local landmarks and district designations.
- ♦ Preparation of Historic Tax Credit applications.
- ♦ Lead preservation professional on the assessment, stabilization, and rehabilitation of various National Register designated or eligible wood, timber, and masonry buildings in ME and MA.

Intern Architect 1995-1997
Barba Architects, Portland, Maine

CIVIC ENGAGEMENT

Greater Portland Landmarks
Board of Directors,
1998-2003, 2011-2015
President, 2001-03
Secretary, 1998-2001
Chair of Public Issues,
2003, 2014-15

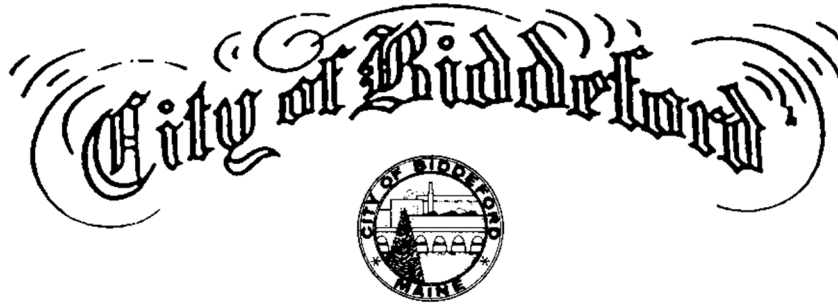
Planning Board, Town of Hollis, ME, 2005-08

Hollis Historic Survey Coordinator, 2006-11

Timber Point Center, 2014

SKILLS

Microsoft Office AutoCad
Photography InDesign
Adobe Photoshop



IN BOARD OF CITY COUNCIL..OCTOBER 20, 2020
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Erin Ware
24 W. Myrtle Street, Apt. B
Ward 5

to the *Historic Preservation Commission*, for a term to expire in December 2023.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 9/29/2020

Name: Erin Ware

Street Address: 24 W. Myrtle St, Apt B

**Mailing Address:
(if different)**

Phone Number(s): 207-210-8288

Email Address: erin.ware10@gmail.com

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

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

CITY OF BIDDEFORD
Committee Application

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

Town of Hollis Maine Planning Board (2005-2008)

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 masters degree in Historic Preservation and I work as an Architectural Historian for an engineering firm. I have also been on the Heart of Biddeford's Design Committee for over 3 years.

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

Biddeford's historic buildings are some of its greatest assets. The historic downtown is one of the things that attracted me to the city. The recent increase in development is very positive for the city but it is important to make sure the existing fabric is treated appropriately. Rehabilitating old buildings requires a careful balance between meeting modern needs and retaining the historic integrity of the structure. I am interested in helping building owners find solutions that respect the historic character of their buildings while meeting their needs.

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