

City of Biddeford, Maine
Policy Committee Meeting
Monday September 10, 2018

Minutes

1. **Roll Call** – Meeting called to order at 6:30 p.m. by Policy Committee Chair councilor Marc Lessard. Other Policy Committee members present were: Councilor Norman Belanger and Councilor Laura Seaver; members Renee O’Neil and Nathan Bean.
2. **Pledge of Allegiance** – The American flag was honored through the Pledge of Allegiance.
3. **Adjustments to the Agenda** – No adjustments.
4. **Acceptance of Minutes:** Chair accepted the minutes of the August 13, 2018 meeting, without objection.
5. **Discussion/Review**
 - 5.1 **Ch.42, Motor Vehicles and Traffic, Sec.42-90 – No Parking/add on Yale Street.**

The Committee considered the following language:

2018. IN BOARD OF CITY COUNCIL...

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 42-90 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Pool Street, both sides, from the intersection with Hills Beach Road, thence easterly to the Kennebunkport Town line.

NOTE: Chief Beaupre requested that this Order receive passage by the Council as an Emergency measure, for reasons of Public Safety.

Motion by SEAVER and seconded by BELANGER to approve this Oder as printed, and to forward the Order to the City Council with a recommendation for Adoption as Emergency due to Public Safety reasons. Vote: unanimous.

5.2 Ch.42, Motor Vehicles and Traffic, Sec.42-1 – LOADING ZONE.

2018. IN BOARD OF CITY COUNCIL...

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article I - IN GENERAL, **Section 42-1** Definitions, is amended by adding or ~~deleting~~ to read as follows:

LOADING ZONE A parking area reserved exclusively for use in the active loading or unloading of a vehicle that is displaying commercial, apportioned, or other commercial vehicle registration plates, or with a permit issued by the Chief of Police for that purpose.

Motion by BELANGER and seconded by ONEIL to approve this Oder as printed, and to forward the Order to the City Council with a recommendation for Adoption. Vote: unanimous.

5.3 Policy Review: Sewer Abatement Policy - Hardship

9-10-2018 Policy Committee Briefing Memo – Sewer Abatement Policy – Update
8-13-2018 Sewer Abatement Policy – Attachment 1 .docx
9-10-2018 Sewer Abatement Policy – Attachment 2 - Revised

Motion by SEAVER and seconded by BELANGER to approve this Oder.

DISCUSSION:

The Committee reviewed the update from the August Policy Committee Meeting as submitted by COO Brian Phinney regarding the above captioned Attachments, and more specifically, Abatements due to Hardship.

Mr. Phinney was queried as to the current process for Sewer Abatement, and his reply was that the current policy is silent on hardships therefore hardship, by default, is a basis for an appeal. The difficulty with this type of abatement is that it requires a review of confidential information and there is no process for the Wastewater Commission to conduct such an evaluation. Currently, unpaid fees go to sewer lien. This process will not change. Regarding abatements, Mr. Phinney presented three options for consideration: Option 1 is to do nothing; Option 2, use the existing G.A. (General Assistance) hardship review process; Option 3, Create a new system based on a modification of the Tax Abatement process. Mr. Phinney also advised the Committee that the Waste Water Fund is a separate fund, therefore money must be set aside in consideration of granting Sewer Abatements to cover the loss of revenue.

After the update, Councilor BELANGER expressed his concerns that there is a lack of written criteria as to how much the Abatement is, and how that determination is made by Staff or the Waste Water Commission. Following his statement and further discussion, BELANGER made a motion to AMEND the Order under bullet point “General Criteria”, Technical Review Section -

Commission Review, that the determination for the Abatement will be based on its own merits, and the fairness of this determination for Abatement. Motion was seconded by SEAYER. Vote unanimous.

Under further discussion, SEAYER voiced concern that large abatements could overwhelm the GA fund and asked for clarification on residential hardships vs. business PFAs. Mr. Phinney confirmed that businesses would follow the policy as adopted and only residential PFAs would have access to the GA hardship review process. The discussion then proceeded to adding the G.A. (General Assistance) Option to the policy. Moved by BEAN and seconded by SEAYER to add the G.A. option. Vote unanimous.

Under further discussion O'Neil asked for clarification on what happens if they do not qualify under the GA process. Mr. Phinney confirmed that anyone is eligible to set up a payment plan with the Finance Department. Also, the sewer lien process takes approximately 18 months so this would allow a reasonable amount of time for repayment.

Motion by BELANGER and seconded by SEAYER to accept the REVISED Order, as Amended, and to forward the Amended Order to the City Council with a recommendation for Adoption. (NOTE: Mr. Phinney is to write the amended language to the Order prior to it being sent to City Council for approval)

Indulgence request by Councilor Lessard.

Councilor Lessard asked for consideration by the Committee to deviate from the normal committee approval process and to forward the following Order addressing No Parking on Cathedral Oaks directly to the City Council for its consideration and approval.

2018. IN BOARD OF CITY COUNCIL...

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Cathedral Oaks Drive, odd-numbered side, beginning at the southeast corner of the intersection with Indian Ridge Drive, at the four way intersection of Cathedral Oaks Drive, Alexander Drive, and Indian Ridge Drive, thence southerly for a distance of ~~60~~ 75 feet.

Motion by SEAYER and seconded by BELANGER to grand approval this Oder, and to forward the Order to the City Council with a recommendation for Adoption. Vote: unanimous.

6. Adjourn – *Motion by SEAYER and seconded by BEAN to adjourn at 6:57 p.m. Vote unanimous.*