

City of Biddeford
Citizens' Advisory Committee
June 8, 2022 5:30PM - ZOOM
Topic: Citizens' Advisory Committee

Present: Bates, Bey, Edwards, George, Schaffer, Turner

Staff: Smallwood, Wilkerson

1. OPEN CAC MEETING

- a. Cat Bates, Chair – 5:34p

2. AGENDA REVIEW

3. APPROVE MEETING MINUTES

- a. Move: Edwards, Second: Bey, Vote: Unanimous

4. DISCUSSION (10 min)

- a. Mapping / engagement (event report, survey rollout, meetings)
 - i. Edwards report on Pollinator Fest, successful outreach day
 - ii. Next Steps (Smallwood): Schedule Ward Meetings; promo survey roll out (in Beat, etc.); Table at summer events (La Kermesse, Chamber Fest, Family Fun Fest, River Jam, etc).
 - iii. Ward meetings: July and August (7 total); first session planned as more of a “listening session” (Smallwood will send out calendar coordinated with staff and council)
 - iv. Save the Date: September 28 – National Neighborhood Day – get it started this year, collaboration with existing groups like HoB for small effort

5. PROJECT/PROGRAM UPDATE (40 min)

- a. CDBG, CDBG-CV, and ADA Self-Evaluation and Transition Plan
 - i. Smallwood –
 - 1. CDBG update: Seeds of Hope contract signed and payment dispersed; Meals on Wheels in process this week; Apex conversation next week with HUD representative
 - 2. CDBG-CV: under review with HUD
 - ii. Wilkerson –
 - 1. 2-4 Unit Program – no new applications; 2 new units under contract; \$175,000 across 6 units committed (under budget per unit); 7 more units eligible this month
 - a. Review of submitted comments from tenant testimony from last meeting
 - b. HUD Requirements: 51% MUST meet LMI requirements (duplexes 1 unit), bring up to current code
 - c. Terms in CAC control: grant or loan; liquid asset requirements; tenancy, etc.

- d. Demographics of current program participant owners fall into generally three groups: LMI folks themselves with low/substandard credit; fixed income/cannot take on more debt; passed down property owners (no intent to leave)
 - e. Demographics of those who do not pursue the program: 30-somethings category with more future movement, etc.
 - f. Code Inspection Program – for multi-units of more than 3 units, per unit \$25/year, inspected every 5 years (end of 5 year cycle upcoming). Their rationale was code is updated every 3 years, so then it keeps owners on timeline. All properties in the 2-4 Unit Program are automatically enrolled in the property assessment to keep them accountable.
 - b. Discussion of CAC perspectives on modifications of 10-year timeline
 - i. Focus of values: community connection; keeping real affordability; avoiding absentee landlords; potential of helping people build equity
 - ii. Input from landlord/applicant Al Zullo – focus on property, not individual for mandates/accountability
 - iii. Next steps: Wilkerson solicits recommendations for program; Schaffer suggests amending how properties are coded to give us full vision of what exists in housing and what needs help (housing demographic data); Wilkerson/Smallwood will put together language for next meeting to vote on program amendment
 - c. Draft of upcoming Action Plan (budget review, programs review, 2- to 4-unit rehab review)
 - i. Abigail can build the 2-unit program amendment into AP – will check with HUD representative on allowability
- 6. OTHER BUSINESS (5 minutes)**
 - a. Zoom/Hybrid Discussion
 - i. Vote: CAC will remain Hybrid, with in person and online components (Abigail will follow up with details on procedure)
 - 1. Move: Edwards, Second: Turner, Vote: Unanimous
 - b. Clifford Park Subdivision
 - i. Edwards update on development; Schaffer questions around planning equity; Turner concerns on breaking precedent on protected lands
- 7. RELEVANT MEETING/CITY UPDATES (5 min)**
 - a. Comprehensive Plan – new planner starts Monday; will reset final timeline
 - b. Affordable Housing Task Force – Doris absent; fill out survey/promote
 - c. Homeless Task Force
- 8. ADJOURN**
 - a. Move: George, Second: Bey, Vote: Unanimous

Approved at August 24, 2022 CAC meeting


Cat Bates, Chair

Date

9/1/2022