City of Biddeford
Downtown Development Commission
May 15, 2023 5:30 PM City Hall
Council Chambers & Zoom
https://biddeford.zoom.us/j/97466715746?pwd=TVNSUUltbWF2TUJvQnhzUmxRS0Fxdz09
Webinar ID 974 6671 5746 Passcode #273091

Status: Downtown Development Commission, Monday May 15, 2023, 5:50 City Council Chambers & Zoom

1. **Roll Call**
2. **Approval of Minutes**
   2.1. Approval of Meeting Minutes from March 20, & April 21
   Downtown Development Commission 3-20-23.pdf
   Downtown Development Commission 4-21-23.pdf
3. **Old Business**
4. **New Business**
   4.1. Discussion on Attendance

   4.2. Ordinance Revisions
   a. Approved by Policy Committee with minor changes
   b. To Council May 16 for First Reading
   c. Second Reading June 6, 2023

   4.3. City Parks
   a. Update of Pearl Point Park
   b. Shevenell Park-new design

   4.4. Farmer's Market Advocacy
   a. HOB Music in the Park-Tabling event for local growers. Will enable growers to assess the market conditions and interest in Biddeford.
   b. Saco Bay Garden Club-Harvest Day?
   c. Other ideas?

   4.5. Other Business

5. **Adjourn**

Downtown Development Commission

Meeting Minutes March 20th, 2023

A meeting of the Downtown Development Commission was held in the Mayor's office 5:30 pm on Monday 20th, 2023.

1. Call to order: Roll Call; Present: Bob Cyr, Victoria Foley, Patrick Mourmouras and, Susan Swanton. Excused Absent; William Emhiser, Julian Schlaver. Absent; Ari Brandstein, Camille White, Steve Beaudette

City Staff: Brad Favreau

Old Business:

Biddeford Public Markets;

The DDC members reviewed the vendor outreach list assigned. Brad made notes and compiled a list to those willing, and not willing, or possibly a maybe in participating. The feedback from vendors reiterated and validated some our concerns from the previous meeting. Timeline….Farmers already committed to another venue. Not having fresh produce to sell until late June early July. Not having enough staff until after school ends. Some of the bigger farmers already have an onsite location to sell, and or are committed to supplying to larger retail grocery chains. Some midsize or smaller have pulled out lacking resources and have established a CSA base that fills their needs. Some vendors did not respond back to calls or emails. The consensus was to re vet out the list to those who haven't responded. Brad was to update the list and send out to the DDC. A concern from the members present was the ability to pull this off effectively if we can't get the DDC to fill a quorum at meetings.

The group discussed the possibility to alter the frequency and timeframe to coincide with other downtown activities at or on a smaller scale to those willing to participate. Possibly during the Art walk shows or HOB activities? Brad was to check with Engine and HOB to see what dates times those would be.

Discussed briefly alternate location and layouts, bathrooms, and trash considering the small group of vendor nearer to city square.

Graphic feedback that was presented was that it resembled a similar themed business profile. A suggestion was to define Biddeford's Market name at the top with a catchy veggie graphic. Brad will send out another graphic for sample taking in consideration from some of the DDC member's feedback.

Brad suggested having another interim meeting prior to our scheduled meeting on April 27th. He will be sending out a Doodle calendar request to the DDC members.

A motion to adjourn by Brad and seconded by Bob. All voted in favor.

Submitted by; Bob Cyr Secretary DDC

Upcoming DDC meeting dates:

Interim meeting TBA

April 27th, 2023 5:30 pm in Conference Room

May 15th, 2023 5:30 pm in the Chambers

June 29th, 2023 5:30 pm in the Chambers

Minutes from DDC Meeting 4/21/23

Attendees:

Robert Cyr, Patrick Mourmouras, Julian Schlaver, Brad Favreau

Not in attendance, made contact before meeting:

Victoria Foley, Sudan Swanton

Not in attendance, no contact:

William Emheiser, Camille White, Steven Beaudette, Ari Brandstein

Discussion of challenges getting quorum with current commission. Current policy is 3 unexcused absences results in removal of commissioner. Staff to review attendance as recorded in previous meeting minutes to determine if commissioners need to be replaced.

Update by Brad Favreau, Economic Development Coordinator, about Farmer's Market potential "Local Farmer Feature" in conjunction with HOB's Music in Park. Discussion of Fall Event. Aiming for 2024 implementation.

Financial / Budget discussion. $2,000 budget request to remain for Farmer's Market Implementation in 2024. DDC has $7922.71 in available operational budget (source: Assigned Fund Balance through 4-4-23 as presented to Budget Committee)

Main Street Walk Brainstorming for DDC Initiatives:

1. Restart Project Canopy
2. Planters / Trees on north side of main street by Reiliy's
3. Signage at Awesome Comic Shop
4. Rebrand / Signage (elm + main)
5. Sidewalks on Pearl Street
6. Wayfinding Signage at Pearl & Lincoln Street for Parking Lot & businesses on Pearl
7. Mural & Other Improvements / Shevenel Park
8. ADA Ramp deteriorated at Main & York
9. Review Sidewalk Plan for York & Laconia Streets