

City of Biddeford
Downtown Development Commission
May 07, 2018 6:30 PM City Hall
Conference Room 2nd Floor

- 1. Roll Call**
- 2. Welcome Guests**
- 3. Approval of Minutes**
 - 3.1. April 2, 2018 Downtown Development Commission Meeting Minutes
[4-02-2018 DDC Meeting Minutes.doc](#)
- 4. Budget Report**
 - 4.1. FY17 Budget Encumbered Balance: \$4015.38
(WiFi electric work: approx. \$700)

FY19 - Submitted \$5000.00 request by DDC
City Manager recommends \$2500.00
May 8th - Budget Public Hearing and 1st Reading
- 5. Chairman Follow-ups/Updates**
 - 5.1. Downtown Construction Updates
Saco Island Development
Clean Team Funding
- 6. Old Business**
 - 6.1. WiFi - Brad Favreau
Parking Survey Online - DDC Advocacy Role/Input
Other
- 7. New Business**
 - 7.1. Sub-committee Task Volunteers
- 8. Next Meeting**
 - 8.1. June 4, 2018
- 9. Adjourn**



Commissioners Present: Clearwater, Droggitis, Durkin, Edwards, Foley, Nielson, Schlaver [QUORUM]

Commissioners Absent: Dubois, Swanton

City Representative: Eddy, Favreau

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I • Opening Remarks: Chair

II • Nielson stepping down

III • Vote to approve March 2018 Minutes

[Moved: Foley, Second: Clearwater, Vote: Unanimous]

IV • Reports

• Budget

\$4015.38 remaining from FY17

-\$700 for WiFi on 265 Main St.

FY19 – Submitted for \$5,000

City Manager – recommending \$2500

April 12 – Budget meeting for our Advocacy, Durkin will present

May 9 – public meetings for budget advocacy

Review Memo – minor edits to grammar, Edwards will send to All Council tomorrow, April 3

• Chairman's Follow-Ups

Downtown Construction – Lincoln Street ongoing

City Engineering willing to come to DDC to discuss (Tom Milligan)

Parking meetings – Send out link to online survey, and promo to networks; discussion re: parking management plan and that it should be communicated in tandem with economic development plans (also potential meeting with Al Shultz, re: transportation plan; bus stop signage, workforce flow needs, etc.); DDC commissioners who can attend listening sessions will send minutes/observations to DDC via email

Potential research of other methods of communication with constituents that DDC could recommend to council.



Claudette Lessard – honorary plaque for former DDC member

FY19 Summer Plantings bid went out; posted online

Meeting protocols – no discussion via email; only notices

V • Old Business and City Business

- **WiFi**

Favreau update: 265 Main Street (electrician installed cable; GWI will send assitant to evaluate; Mark Ouellete will follow up)

- **Eddy, Riverwalk update**

Plan to review; met with all mill owners and making adjustments and working on easements; will bring to DDC, public meeting, and staff for feedback on initial plans

- **Eddy, Façade improvement**

Evolving into grant program via CDBG; TIF money also can be included
Working on transition with Will Armitage; Biddeford Saco Economic Development Corporation

- **Potential subcommittees**

Business Retention;
Parking and Transportation;
Cleaning and Beautification;
Gateways and Signage;
Façade Improvement (funded by Economic Dev/HUD CDBG);
Riverwalk/Public Spaces/Parks;
Downtown Zoning and Housing;

Potential: Economic Diversity/outreach/host public discussions/zoning; ad hoc committees as needed; perhaps each commissioner take responsibility for each project area (one to one)

VI • Meeting Adjourned (7:43p)

[Moved: Edwards, Second: Foley, Vote: Unanimous]