

City of Biddeford
City Council
April 16, 2019 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Consideration of Minutes:**
 - 4.a. April 2, 2019 Council Meeting Minutes
[4-02-2019 Council Meeting Minutes.docx](#)
- 5. Second Reading:**
 - 5.a. 2019.27) Amendment/Ch. 10, Animals/Art. I - In General and Art. II - Dogs/Various Amendments
[4-02-2019 Ch. 10-Dogs-various amendments.doc](#)
 - 5.b. 2019.28) Amendment/Ch. 46, Parks and Recreation/Sec. 46-13 - Park operating policy/Add Use for Horses
[4-02-2019 Parks and Recreation-Horses on the beach.docx](#)
 - 5.c. 2019.29) Amendment/Ch. 58, Solid Waste/Add New Article IV - Single Use Carry-Out Bags
[4-02-2019 Ch 58-Single Use Carry-Out Bags.doc](#)
[4-02-2019 Letter to Stores-Use of Plastic Bags.pdf](#)
[4-02-2019 Single Use Carry-Out Bags - additional info.pdf](#)
 - 5.d. 2019.30) Amendment/Ch. 2, Administration/Art. V - Finance/Sec. 2/336 - Competitive sealed bidding
[4-02-2019 Ch 2 -Competitive Sealed Bidding.doc](#)
- 6. Orders of the Day:**
 - 6.a. 2019.36) Approval/Award of Paving Contract
[4-16-2019 Paving Program Contract-ORDER.doc](#)
[4-16-2019 Paving Program Contract-backup docs.pdf](#)
 - 6.b. Committee-of-the-Whole: Role of the Downtown Development Commission
[4-16-2019 COW-Role of the DDC.pdf](#)
- 7. Appointments:**
 - 7.a. Councilor Amy Clearwater....Biddeford Youth Advisory Council
[4-16-2019 Appt-Clearwater-Bidd Youth Advisory Council.docx](#)
- 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)(D)...Labor Contract Negotiation (possible action)
- 14. Adjourn**

**COUNCIL MEETING
APRIL 2, 2019**

Mayor Casavant called the meeting to order at 6:00 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Amy Clearwater Norman Belanger, Michael Ready, Laura Seaver

Marc Lessard arrived at 6:53 p.m.

The Council, and all who were present, recited the Pledge of Allegiance.

Adjustment to the Agenda:

Add: Order of the Day 2019.35) Authorization/Preparation of ADA Access and Easement Agreement and Credit Enhancement with Riverdam, LLC

Public Hearing: Liquor License – Part & Parcel

The Chair opened the Public Hearing at 6:02 p.m.

There were no public comments.

The Public Hearing was closed at 6:02 p.m.

Consideration of Liquor License: Part & Parcel

Motion by Councilor McCurry, seconded by Councilor Ready to recommend the issuance of a State Liquor License to *Part & Parcel*.

Vote: Unanimous.

Proclamations:

- **Public Safety Telecommunications Week**
- **Autism Awareness Month**

Mayor Casavant read both proclamations.

Update: LHL Holdings (Lincoln Mill) Construction

City Manager, James Bennett showed a map of the Lincoln Mill proposed development project and introduced Code Enforcement Officer, Roby Fecteau to give an update on the project.

Mr. Fecteau explained that the Lincoln Mill Project will be completed in 5 phases, which will include a hotel/boutique, restaurant, fitness center residential space and residential units. The City will be working with the Developer to deal with project restraints, like parking for contractors during the project. LHL Holdings has estimated an occupancy date for some time in 2021.

Consideration of Minutes: March 19, 2019

Motion by Councilor McCurry, seconded by Councilor Clearwater to accept the minutes as printed.

Vote: Unanimous.

Second Readings:

{For a copy of the ordinance amendments and first readings, see the Council Meeting minutes of March 19, 2019}

2019.21) Amendment/Land Development Regulations/Expand MSRD-2 District into R-2 District

Motion by Councilor McCurry, seconded by Councilor Seaver to grant the second reading of the ordinance amendment.

Vote: Unanimous.

2019.22) Amendment/Land Development Regulations/Change Existing R-2 District to a B-1 District

Motion by Councilor Ready, seconded by Councilor McCurry to grant the second reading of the ordinance amendment.

Vote: Unanimous.

Orders of the Day:

2019.27

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 10, ANIMALS, ARTICLE I, IN GENERAL and ARTICLE II, DOGS**, by adding or ~~deleting~~ to read as follows:

ARTICLE I IN GENERAL

Sec. 10-1 Permitting grazing animals to run at large.

No owner or person having the care of any sheep, swine, horse, mule, ox, cow, fowl or other grazing animal shall permit or suffer such animal to go or remain at large on any street, wharf, lane, alley, common, square or other public place within this City.

Sec. 10-2 Rabid animals.

(a) The City's Health Officer shall direct the disposition of any animal found to be infected with rabies.

(b) ~~During the period of a rabies quarantine~~, Every animal bitten by an animal ~~adjudged suspected~~ suspected to be rabid shall be destroyed forthwith or, at the owner's expense and option, be treated for rabies infection by a licensed veterinarian, ~~or and held 30 days under quarantine by the owner in the same manner as other animals are quarantined for the length and manner set forth in the "Maine Rabies Management Guidelines".~~

(c) The carcass of any dead animal exposed to rabies shall, upon demand, be surrendered to the Health Officer.

(d) No person shall fail or refuse to surrender any animal for quarantine or destruction as required in this section when demand is made therefor by the Health Officer.

Sec. 10-3 Impoundment.

(a) A police officer or person performing duties as animal control officer shall have the authority to impound animals found in violation of this chapter.

(b) An animal impounded under the provisions of this chapter may be reclaimed by the owner upon payment of the impoundment fee set forth in Subsection (c) of this section.

(c) An animal impounded under the provisions of this chapter may be reclaimed as provided in Subsection (b) upon payment by the owner of the following fees to the City:

~~First impoundment for each animal: \$15.~~

~~Second~~ First impoundment for each animal: \$30.

~~Third~~ Second and subsequent impoundments for each animal: \$50.

Animals that are properly licensed will have the impound fee reduced by half. It is the owner's responsibility to show proof that the dog is licensed at the time of payment.

(d) The City may transfer title of all animals held by it at its animal shelter after the legal detention period of six days has expired, and the animal has not been claimed by its owner.

(e) An animal impounded under the provisions of this chapter and not reclaimed by its owner within ~~six~~ eight days may be humanely destroyed. After ~~six~~ eight days impoundment, such animal may be placed in the custody of some person deemed to be a responsible and suitable owner, who will agree to comply with the provisions of this chapter.

ARTICLE II DOGS

Sec. 10-26 Definitions

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

AT-LARGE – Off the premises of the owner, and not under the control of the owner or a member of his immediate family either by leash, cord, chain or otherwise.

~~DANGEROUS DOG—A dog which shall cause reasonable fear or bodily injury to any person by attacking or threatening to attack such person.~~

DOG – Both male and female canines

KENNEL – One pack or collection of dogs kept under the ownership in a single premises for breeding, hunting, show, training, field trials and exhibition purposes.

OWNER – Any person owning, keeping or harboring a dog.

Sec. 10-27 Number of dogs & Cats limited.

~~(a) It shall be unlawful for a person to keep or harbor within the City more than three dogs or cats over four six months old on January 1 in or about the premises, house, barn or other building, or in or about all buildings on any one premises occupied by any one family, and the keeping or harboring of dogs and cats as aforesaid is hereby declared to be a nuisance.~~

~~(b) The payment of a license or licenses on dogs shall not be construed to allow the keeping of more than three dogs, as aforesaid, on any one premises.~~

~~(c) The limitation provided for in this section shall not apply to licensed kennels.~~

Sec. 10-27 License, record and tag requirements.

Dog license, record and tag requirements shall be as prescribed and required by 7 M.R.S.A. § 3942 et seq.

Sec. 10-28 Impoundment authorized; disposal of unclaimed dogs.

An unlicensed dog, or a dog whose owner is unknown, which is found to be running at large shall be taken up and impounded at the animal shelter designated by the City and confined therein in a humane manner for a period of not less than eight days, and may thereafter be disposed of in a humane manner if it remains unclaimed by its owner.

Sec. 10-29 Reclaiming after impoundment.

The owner is entitled to resume possession of any impounded dog upon compliance with the licensing provisions set forth in the state statutes and upon payment of impoundment fees as set forth in Sections 10-3(c) and 10-31.

Sec. ~~10-31~~ Impoundment, boarding fees.

~~In addition to the impoundment fees imposed under the provisions of Section 10-3(c), a boarding fee of \$12 per day for each dog shall be paid by the owner prior to the release of a dog.~~

Sec. ~~10-32~~ 10-30 Notifying owner as alternative to impoundment.

When dogs are found to be running at large and their ownership is known, such dogs need not be impounded, but the City through its duly authorized agents may, at its discretion, cite the owners of such dogs for violating the provisions of this article.

Sec. ~~10-33~~ Disposition of vicious dogs, dogs that are bitten.

~~(a) It shall be unlawful for the owner or person keeping or harboring any dog, when notified that such dog has bitten any person or has so injured any person as to cause abrasion of the skin, to sell or give away such dog or to permit or allow such dog to be taken beyond the limits of the City, except under the care of a licensed veterinarian.~~

~~(b) It shall be the duty of the owner or keeper of a dog, upon receiving notice as provided in Subsection (a) of this section, to immediately place such dog under confinement for a period of at least 10 days.~~

~~(c) Any dog which has been bitten by another dog having or suspected of having rabies shall be immediately impounded for observation as provided in this section.~~

~~(d) It shall be unlawful for the owner or person keeping or harboring any dog when notified that such dog has bitten any person or has so injured any person as to cause abrasion of the skin to destroy such animal without permission of the Health Officer.~~

Sec. ~~10-34~~ 10-32 Authority to proclaim rabies quarantine.

~~(a) Upon positive diagnosis of rabies in any animal within the City, the Mayor shall proclaim and invoke a citywide quarantine for a period of 30 days up to 6 months, and upon the invoking of such quarantine, no animal shall be taken into the streets, or be permitted to be on the streets, during such period of quarantine.~~

~~(b) If there are additional positive cases of rabies occurring during the period of quarantine, such period of quarantine may be extended by the Mayor for an additional six months from the time of the last positive report.~~

Sec. ~~10-35~~ 10-31 Running at large on public ways prohibited; restraint required.

Dogs on a public way or place shall be under restraint. For a dog to be "under restraint" as required in this section, it must be controlled by a leash, which shall not be more than eight feet in length, on or within a vehicle being driven or parked on the streets, or within the property limits of its owner or keeper, or in specially designated "off leash" areas.

Off-leash areas: All dogs must be within 50 feet of owner or keeper and be under voice control. "Voice control" is defined as being able to immediately call the dog back with one call.

Off-leash areas within the City include:

(1) Rotary Park: The river bank along the boat launch side of the park. This shall be defined as the area bordered by and including the boat launch, up the river bank to where the access road and the river split. The "river bank," for this purpose, is defined as up to but not including the dirt road in the park. Dogs may not use any part of the Rotary Park beach between the hours of 9:00 a.m. and 8:00 p.m. from May 25 to September 15 of each year.

(2) Clifford Park: Dogs may be off leash and under voice command on designated trails in the wooded section of the park. This section is defined as the wooded area of the public park and 100 yards from all trail heads and parking areas.

(3) City beaches: ~~Unleashed dogs under voice command are allowed on the City's public beaches all day from September 16 to March 14. This subsection does not apply to the beach at Rotary Park.~~ See Chapter 46, Section 46-13(d).

(4) A person who violates this section commits a civil violation for which a forfeiture of not less than \$50 nor more than \$250 may be adjudged for the first violation and not less than \$100 and not more than \$500 for any subsequent violation.

Sec. ~~10-36~~ 10-32 Leashing dogs on private property not required.

Nothing contained in this article is intended to require the leashing of any dog while on private premises.

~~Sec. 10-37 Female dogs in heat.~~

~~(a) The owner of any female dog in heat shall keep such dog confined or on a leash at all times and shall not permit such dog to be at large within the City or on any premises other than those of the owner.~~

~~(b) Every female dog found running at large in violation of this section is hereby declared to be a public nuisance and shall be impounded. The owner, keeper or person harboring such female dog in heat running at large shall be in violation of this section.~~

~~Sec. 10-38 Dangerous dogs declared nuisance; owner's responsibility.~~

~~(a) A dangerous dog is hereby declared to be a nuisance.~~

~~(b) The owner of any dangerous dog shall keep such dog confined in a secure enclosure or on a chain or leash controlled by the owner at all times and shall not permit such dog to be at large within the City.~~

Sec. ~~10-39~~ 10-33 Disposal of canine feces.

(a) Owner's responsibility. It is a violation of this section for a person who owns, possesses, or controls a dog to fail to remove and properly dispose of any feces left by the dog on any sidewalk, street, publicly owned property or privately owned property unless authorized by the owner.

(b) Duty to possess means of removal.

(1) It is a violation of this section for a person who owns, possesses or controls a dog to appear with such dog on any sidewalk, street or publicly owned property without having the means of removal of canine feces left by such dog.

(2) For the purpose of this section, the means of removal shall include, but not limited to: any tool, implement, bag, or other device or container for picking up and containing such feces. Disposal may be accomplished by depositing such feces in a suitable container.

(c) Exemption. This section shall not apply to a dog accompanying any disabled person who, by reason of the disability, is physically unable to comply with the requirements of this section.

(d) Enforcement. The provisions of this section is enforceable by any designated representative of the City's Health Officer or of the Chief of Police.

(e) Penalties for violation. Violation of this section is punishable by a civil forfeiture not to exceed \$50 for each occurrence.

Sec. 10-34 Barking dog: see Chapter 34, Section 34-57 (1)

Sec. 10-35 Prohibited areas

Dogs, leashed or not, are prohibited from school yards, playgrounds and athletic fields.

NOTE: This item was reviewed by the Policy Committee at their March 18, 2019 meeting and voted unanimously to recommend passage by the Council.

Motion by Councilor Seaver, seconded by Councilor Swanton to grant the first reading of the ordinance amendment.

Vote: Unanimous.

2019.28

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 46, PARKS AND RECREATION, Sec. 46-13-Park operating policy**, by adding or ~~deleting~~ to read as follows:

Sec. 46-13 Park operating policy.

(a) Hours. All parks, as defined herein, shall be open to the public every day of the year from dawn to dusk. In the event that activities are conducted at either the St. Louis Field or Mechanics Park for which there is an admission fee charged or access is otherwise controlled, no member of the public shall have the right to enter said park areas without authorization and/or payment of such admission fee. The Director shall cause notices of the opening and closing hours to be posted in each individual park for public information and enforcement purposes.

(b) Closed areas. Any section or part of any park may be declared closed to the public by the Director at any time for any interval of time, either temporarily or at regular stated intervals (daily or otherwise).

(c) Entry prohibited. Except with the written permission of the Director, no person shall enter, pass through or remain in any park, or the closed area of any park, except during the hours and times when such park, or portion thereof, is open to the public as provided in this section.

(d) Dogs, horses and horse-drawn vehicles.

(1) Dogs, horses and horse-drawn vehicles are prohibited from entering or remaining in any park or beach areas, except as follows:

a. City beaches: No unleashed dog is allowed on any of the City's public beaches from March 15 to September 15. Dogs are completely prohibited from May 25 to September 15 between the hours of 9:00 a.m. and 5:00 p.m. Unleashed dogs under voice command are allowed on the City's public beaches all day from September 16 to March 14. This subsection does not apply to the beach at Rotary Park.

b. Rotary Park: Horses, horse-drawn vehicles, or dogs may not use any part of the Rotary Park beach between the hours of 9:00 a.m. and 8:00 p.m. from May 25 to September 15 of each year.

c. Horses: horses or horse-drawn vehicles may not use any part of the City's public beaches between the hours of 9:00 a.m. to 5:00 p.m. from May 25th to September 15th.

(2) Nothing herein is intended to prohibit the Recreation Commission from creating and maintaining a dog park, as defined herein under Section 46-1(b), and for establishing rules and regulations governing the operation thereof.

NOTE: This item was reviewed by the Policy Committee at their March 18, 2019 meeting and voted unanimously to recommend passage by the Council.

Motion by Councilor Seaver, seconded by Councilor Clearwater to grant the second reading of the ordinance amendment.

Vote: Unanimous.

2019.29

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 58, SOLID WASTE, Article IV, Section 58-106 et al. – Single Use Carry-Out Bags**, is amended by adding to read as follows:

Note: The entire section is new; however, the underline and ~~strike-out~~ text reflects changes based on Policy Committee comments from February 11, 2019.

Sec. 58-106 Effective date.

This article shall become effective (3-months after adoption OR by a date certain to be specified), provided the City gives notice of commencement in the manner required for publication of ordinances.

Sec. 58-107 Purpose.

It is in the best interest of the citizens and visitors of Biddeford to protect the environment and natural resources of Maine by prohibiting single-use carry out ~~PLASTIC~~ plastic bags and encouraging the use of reusable shopping bags in Stores, as defined below.

Sec. 58-108 Findings.

Single-use carryout bags have a negative impact on the environment and wildlife; and

Cause significant interference with the efficient processing of single-sort recycling methods; and

A significant amount of plastic bags will still appear in Biddeford's curbside recycling program as contamination despite the fact that Title 38, Chapter 16, §1605, requires all retailers that use plastic bags to bag products at the point of retail sale to locate within 20-feet of the main entrance a receptacle for collecting any used plastic bags; and

It is important to keep the City of Biddeford as litter-free as possible to enhance the quality of life for Biddeford's residents and visitors; and

A substantial portion of Biddeford is adjacent to the Saco River and Biddeford is a coastal community with a vested interest in protecting the ocean environment from plastic debris; and this Ordinance is authorized under the City's home rule authority pursuant to 30-A §3001 et seq.

Sec. 58-109 Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

SINGLE-USE CARRYOUT PLASTIC BAG

A ~~plastic~~ bag other than a Reusable Bag, as defined below, provided at the checkout stand, cash register, point of sale or other point of departure for the purpose of transporting food or merchandise out of the ~~establishment~~ store. The term Single-Use Carryout Bag includes compostable and biodegradable bags, but does not include ~~re~~Reusable ~~b~~Bags, ~~p~~Produce ~~b~~Bags, ~~p~~Product ~~b~~Bags required for special handling, single-use paper bags, or paper bags provided by pharmacists to contain prescription drugs.

PRODUCE BAG or PRODUCT BAG

Any bag ~~without handles~~ used exclusively to carry produce, meats, seafood, other food items or ~~merchandise~~ bulk items within the store to the point of sale inside such store or to prevent such items from coming into direct contact with other purchased items.

REUSABLE BAG

A bag that meets all of the following criteria:

Designed and manufactured to withstand repeated uses over a period of time;

Is machine washable or, made from a material that can be cleaned and disinfected regularly;

(c) Has a minimum rated lifetime of 75 uses; ~~and~~

(d) Has the capability of carrying a minimum of 18 pounds; and

(e) If plastic, is at least 4.0 mil thick.

STORE

Any commercial enterprise engaged in the sale of food and or merchandise, including, but not limited to, grocery and convenience stores, markets, pharmacies, restaurants, take-out food, temporary and seasonal businesses, and other merchant retailers. ~~of the following retail establishments located within the City of Biddeford engaged in the sale of perishable or non-perishable goods to the ultimate consumer for direct use or consumption and not for resale:~~

~~(a) a full-line, self-service market located in a permanent building, operating year-round, and which sells at retail a line of staple foodstuffs, meats, produce, household supplies, dairy products or other perishable items.~~

~~(b) a drug store, pharmacy, supermarket, grocery store, convenience food store, food mart, or other entity engaged in the retail sale of a limited line of goods that includes milk, bread, soda, and snack foods.~~

~~"Store" does not mean:~~

~~(1) Restaurants; or~~

~~(2) Businesses at which food sales are an incidental part of the business. Food sales will be considered to be "incidental" if such sales comprise no more than 2 percent of the business's gross sales in the City of Biddeford as measured by the dollar value of food sales as a percentage of the dollar value of total sales at any single location.~~

Sec. 58-110 Restriction on Single-Use Carryout Bags.

Except as provided in Sec. 58-111 and Sec. 58-112, no store, as defined above, shall provide or sell a Single Single-Use Carryout Bag made of plastic that does not meet all the criteria as a Reusable Bag, as defined above, to a customer at the checkout stand, cash register, point-of-sale point-of-sale or other point of departure for the purpose of transporting food, goods or merchandise out of the establishment.

Sec. 58-111 Exemptions Permitted Bags

- (a) A store may, at its discretion, make available for sale to a customer a ~~Single Use PAPER Carryout Bag~~ and may choose to charge for a ~~PAPER Carryout Bag~~ a uniform charge of five cents (\$.05) per bag, a Reusable Bag or a paper bag either for free or for a fee at the checkout stand, cash register, point-of-sale or other point of departure for the purpose of transporting goods and merchandise out of the store.
- (b) All monies collected by a store ~~through the sale of Reusable Bags or paper bags for Single Use Carryout PAPER Bags~~ under this Section may be used by the store for any lawful purpose.
- (c) All stores must post signage clearly indicating the per bag charge for ~~Single Use Carryout PAPER Bags~~ paper bags, if a fee is to be charged.
- (d) Notwithstanding this Section, no store may make available for sale a ~~Single Use Carryout PAPER Bag~~ paper bag unless the amount of the sale of the ~~Single Use Carryout PAPER Bag~~ paper bag is separately itemized on the sale receipt if a fee is charged.
- (e) Nothing in this Section shall be construed to prohibit customers from using bags of any type that the customer brings to the store for their own use or for carrying away from the store food, goods or merchandise that are not placed in a bag provided by the store.
- ~~(f) Carryout bags for take-out meals from a restaurant or food ready to eat carried out from a business that prepares meals on-site for sale to the public are exempt from the definitions of a Single Use Bag.~~

Sec. 58-111- 112 Exemptions.

- (a) A store shall be exempt from the provisions of this Ordinance, in a situation deemed by the City Manager to be an emergency for the immediate preservation of the public health or safety in consultation with the Emergency Management Director for the City.
- (b) A store is allowed to draw down and deplete existing inventory of single-use plastic bags by <insert date; possibly September 30, 2019>.

Sec. 58-112 113 Violations and Enforcement.

The Code Enforcement Officer or his/her designee(s) shall have the primary responsibility for enforcement of this Ordinance. If the Code Enforcement Officer or his/her designee(s) determines that a violation of this Ordinance has occurred, he/she shall issue a written warning notice to the Store that a violation has occurred. Subsequent violations of the Ordinance shall be subject to the penalties set forth below.

Violations of this Ordinance shall be punishable by fines as follows:

- (1) A fine not exceeding \$250 for the first violation in a one-year period;
 - (2) A fine not exceeding \$500 for the second and each subsequent violation in a one-year period.
- Each day that a violation occurs will be considered a subsequent violation.

NOTE: This item was reviewed by the Policy Committee at their March 18, 2019 meeting and voted unanimously to recommend passage by the Council.

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

Vote: 5/3; Councilors McCurry, Swanton and Quattrone opposed.

Councilors St. Cyr, Clearwater, Belanger, Ready and Seaver in favor.

(Councilor Lessard had not arrived yet)

Motion carries.

2019.30

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 2, Administration, Article V, Finance, Section 2-336- Competitive sealed bidding**, is amended by adding or ~~deleting~~ to read as follows:

Sec. 2-336 Competitive sealed bidding.

(a) All contracts of the City for purchases of supplies or construction at or in excess of \$5,000 and for the purchase of services at or in excess of \$5,000 shall be awarded by competitive sealed bidding except as otherwise provided in this article.

(b) An invitation to bid shall be issued and shall include specifications and all contractual terms and conditions applicable to the procurement.

(c) Adequate public notice of the invitation to bid shall be given for a reasonable time, but not less than 10 calendar days prior to the date set forth therein for the opening of bids. Such notice shall include publication in a newspaper of general circulation a reasonable time prior to bid opening and shall be

posted in a conspicuous place on the City's internet website, in a place designated for this purpose. This public notice shall minimally state the place, date and time of the bid opening.

(d) Bids shall be opened publicly at the time and place designated in the invitation for bids. The amount of each bid, and such other relevant information as the Purchasing Agent deems appropriate, together with the name of each bidder shall be publicly read for the benefit of any bidders and each bid shall be open to public inspection.

(e) Bids shall be unconditionally accepted without alteration or correction, except as authorized in this article. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in a bid evaluation that are not set forth in the invitation for bids.

(f) Correction or withdrawal of inadvertently erroneous bids before or after bid opening or cancellation of awards or contracts based on such bid mistakes may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written or telegraphic notice received in the office designated in the invitation for bids prior to the time set for the bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the City or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:

(1) The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or

(2) The bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Purchasing Agent.

(g) The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available fund as certified by the Finance Director and such bid does not exceed such funds by more than 10%, the Purchasing Agent is authorized to negotiate an adjustment of the bid price with the low responsive and responsible bidder in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the invitation for bids. When finalized by the Purchasing Agent, bid results greater than \$5,000 and less than \$50,000 and covered by the budgeted amount can be approved by the City Administrator and awarding of the contract to the successful bidder. These results will be reported to the City Council and/or the Finance Committee on a monthly basis. Bid results less than \$50,000 and over the budgeted amount or not the lowest bid will be submitted to the Finance Committee of the City Council for acceptance and awarding of the contract to the successful bidder. Contracts that exceed ~~\$30,000~~ \$50,000 shall be approved by the City Council prior to signing and executing said contract. Contracts based on units of measure and unit pricing where the total number of units is not specified shall be calculated using a best estimate methodology or prior history to determine the estimated contract value. Approval of such contracts shall be managed under the approval criteria listed above based on the total estimated value.

(h) When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

NOTE: The Finance Committee reviewed this item at their March 19, 2019 meeting and voted unanimously to recommend passage by the City Council.

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the ordinance amendment.

Vote: Unanimous.

2019.31 **IN BOARD OF CITY COUNCIL... APRIL 2, 2019**

BE IT ORDERED, that the City Manager be authorized to enter into a Master Plan Development Agreement with BE Fidler, LLC for development of the property at 3 Lincoln Street, substantially in the form present.

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

{Councilor Lessard arrived}

Motion by Councilor Lessard, seconded by Councilor McCurry to move into Executive Session, per 1 MRSA 405(6)(C): Real Estate Matter.

Vote: 2/7; Councilors Lessard and Quattrone in favor.

Councilors Swanton, McCurry, St. Cyr, Clearwater, Belanger, Ready and Seaver opposed.

Motion fails.

Motion by Councilor Lessard, seconded by Councilor Swanton to amend the Agreement that the two properties be sold at \$700,000 for each parcel, if sold separately; or \$1.2 million if both properties are purchased at the same time (as was the originally agreed upon price).

Motion by Councilor McCurry, seconded by Councilor Lessard to move the question.

The motion was withdrawn so that all Councilors had an opportunity to speak.

Vote on the amendment: 6/3; Councilors Ready, Seaver and McCurry opposed.

Councilors Swanton, St. Cyr, Quattrone, Clearwater, Belanger and Lessard in favor.

Amendment carries.

Vote on order, as amended: 8/1; Councilor McCurry opposed.

Councilors Swanton, St. Cyr, Quattrone, Clearwater, Belanger, Ready, Seaver and Lessard in favor.

Motion carries.

2019.32 **IN BOARD OF CITY COUNCIL... APRIL 2, 2019**

BE IT ORDERED, that the City Manager be authorized to enter into a Preliminary Development Agreement with Biddeford Innovation, Inc (Treadwell Franklin Infrastructure Capital Partners/James W. Sewall Co.) to explore private infrastructure financing (PIF) as a means of constructing a parking facility (garage), appropriate pedestrian connections, and a defined section of the RiverWalk at and near the 3 Lincoln Street property.

Motion by Councilor Swanton, seconded by Councilor St. Cyr to grant the order.

Vote: 5/4; Councilors Lessard, St. Cyr, Ready, Quattrone and Swanton in favor.

Councilors Seaver, Belanger, Clearwater and McCurry opposed.

Motion carries.

2019.33 **IN BOARD OF CITY COUNCIL... APRIL 2, 2019**

BE IT ORDERED, that the City Manager be authorized to instruct Desman Design Management of Rocky Hill, CT., to proceed with design for Phase II of a proposed parking facility (garage) at a not-to-exceed price of \$75,000.

Notes:

1. This work shall be performed in conjunction with the City's Declaration of Official Intent, Order 2017.32, approved April 4, 2017.
2. Expenses will be charged to the garage account 31234-60313.
3. The Phase II design will conceptually encompass approximately 35,500 square feet of structure and add 120+/- spaces resulting in a total capacity of 642+/- spaces.

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

Vote: 7/2; Councilors McCurry and Seaver opposed.

Councilors Swanton, St. Cyr, Quattrone, Clearwater, Belanger, Ready and Lessard in favor.

Motion carries.

2019.34 **IN BOARD OF CITY COUNCIL... APRIL 2, 2019**
BE IT ORDERED, that the City Manager be authorized to proceed with submittal of all necessary permits for a parking facility (garage) on the 3 Lincoln Street property.

Note: This is an administrative authorization for permitting and not authorization to construct a parking facility. The cost associated with permit submittal and agency meetings is included in Order 2017.19, authorized February 21, 2017.

Motion by Councilor Belanger, seconded by Councilor Clearwater to grant the order.
Vote: 7/2; Councilors Seaver and McCurry opposed.
Councilors Swanton, St. Cyr, Quattrone, Clearwater, Belanger, Ready and Lessard in favor.
Motion carries.

2019.35 **IN BOARD OF CITY COUNCIL..APRIL 2, 2019**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby approve the ADA Access and Easement Agreement and Credit Enhancement with Riverdam, LLC in concept; and directs the City Manager to prepare all necessary agreements for final Council approval.

Motion by Councilor Belanger, seconded by Councilor Clearwater to grant the order.
Vote: 7/2; Councilors McCurry and Quattrone opposed.
Councilors Swanton, St. Cyr, Clearwater, Belanger, Ready, Seaver and Lessard in favor.
Motion carries.

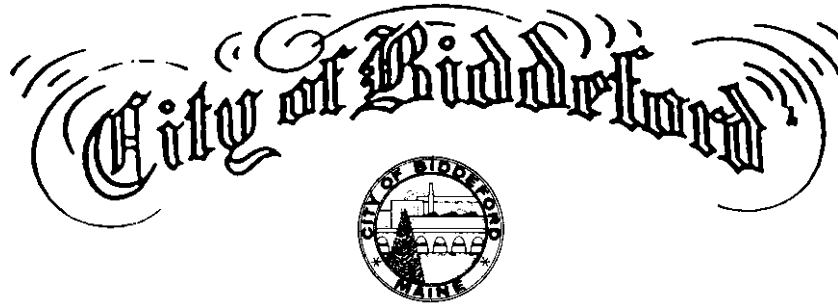
Public Addressing the Council...(5 minute limit per speaker; 30 minute total time limit):
One citizen addressed his comments to the Council.

Council President Addressing the Council: Councilor McCurry expressed how pleased he is with the public comments and Council discussion on the items that were included on tonight's agenda.

Mayor Addressing the Council: Mayor Casavant thanked everyone who attended tonight's Council Meeting and for offering their input. He also thanked the Council for their invaluable time and efforts in getting through the tough issues that were brought before them tonight.

Motion by Councilor McCurry, seconded by councilor Ready to adjourn.
Vote: Unanimous. Time: 9:06 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2019.27

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 10, ANIMALS, ARTICLE I, IN GENERAL and ARTICLE II, DOGS**, by adding or ~~deleting~~ to read as follows:

ARTICLE I IN GENERAL

Sec. 10-1 Permitting grazing animals to run at large.

No owner or person having the care of any sheep, swine, horse, mule, ox, cow, **fowl** or other grazing animal shall permit or suffer such animal to go or remain at large on any street, wharf, lane, alley, common, square or other public place within this City.

Sec. 10-2 Rabid animals.

(a) The City's Health Officer shall direct the disposition of any animal found to be infected with rabies.

(b) ~~During the period of a rabies quarantine, Every animal bitten by an animal adjudged~~ **suspected** to be rabid shall be destroyed forthwith or, at the owner's expense and option, be treated for rabies infection by a licensed veterinarian, ~~or~~ **and** held ~~30 days~~ under quarantine by the owner ~~in the same manner as other animals are quarantined~~ **for the length and manner set forth in the "Maine Rabies Management Guidelines"**.

(c) The carcass of any dead animal exposed to rabies shall, upon demand, be surrendered to the Health Officer.

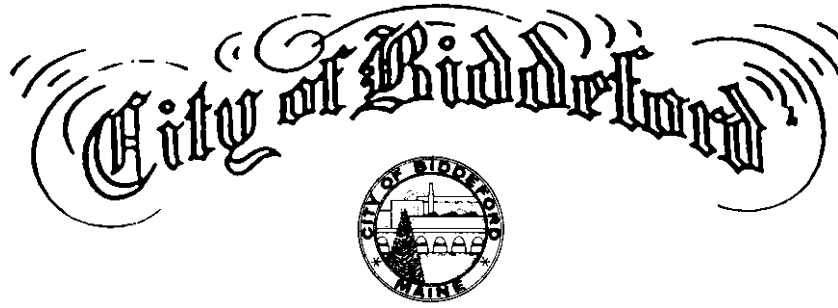
(d) No person shall fail or refuse to surrender any animal for quarantine or destruction as required in this section when demand is made therefor by the Health Officer.

Sec. 10-3 Impoundment.

(a) A police officer or person performing duties as animal control officer shall have the authority to impound animals found in violation of this chapter.

(b) An animal impounded under the provisions of this chapter may be reclaimed by the owner upon payment of the impoundment fee set forth in Subsection (c) of this section.

(c) An animal impounded under the provisions of this chapter may be reclaimed as provided in Subsection (b) upon payment by the owner of the following fees to the City:



- (1) First impoundment for each animal: \$15.
- (2) Second ~~First~~ impoundment for each animal: \$30.
- (3) ~~Third~~ **Second** and subsequent impoundments for each animal: \$50.

Animals that are properly licensed will have the impound fee reduced by half. It is the owner's responsibility to show proof that the dog is licensed at the time of payment.

(d) The City may transfer title of all animals held by it at its animal shelter after the legal detention period of six days has expired, and the animal has not been claimed by its owner.

(e) An animal impounded under the provisions of this chapter and not reclaimed by its owner within ~~six~~ **eight** days may be humanely destroyed. After ~~six~~ **eight** days impoundment, such animal may be placed in the custody of some person deemed to be a responsible and suitable owner, who will agree to comply with the provisions of this chapter.

ARTICLE II DOGS

Sec. 10-26 Definitions

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

AT-LARGE – Off the premises of the owner, and not under the control of the owner or a member of his immediate family either by leash, cord, chain or otherwise.

~~DANGEROUS DOG—A dog which shall cause reasonable fear or bodily injury to any person by attacking or threatening to attack such person.~~

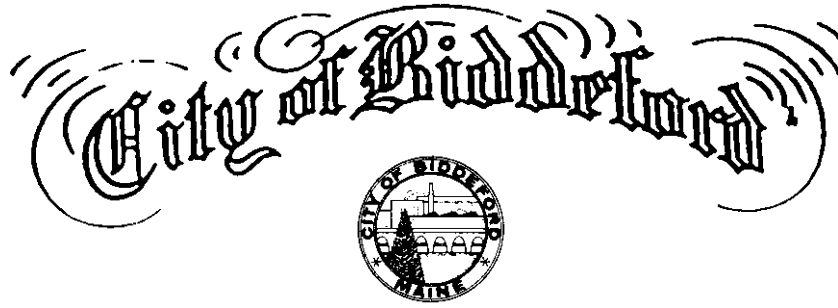
DOG – Both male and female canines

KENNEL – One pack or collection of dogs kept under the ownership in a single premises for breeding, hunting, show, training, field trials and exhibition purposes.

OWNER – Any person owning, keeping or harboring a dog.

Sec. 10-27 Number of dogs & Cats limited.

(a) ~~It shall be unlawful for a person to keep or harbor within the City more than three~~



dogs ~~or cats~~ over four ~~six~~ months old on January 1 in or about the premises, house, barn or other building, or in or about all buildings on any one premises occupied by any one family, and the keeping or harboring of dogs ~~and cats~~ as aforesaid is hereby declared to be a nuisance.

~~(b) The payment of a license or licenses on dogs shall not be construed to allow the keeping of more than three dogs, as aforesaid, on any one premises.~~

~~(c) The limitation provided for in this section shall not apply to licensed kennels.~~

Sec. 10-27 License, record and tag requirements.

Dog license, record and tag requirements shall be as prescribed and required by 7 M.R.S.A. § 3942 et seq.

Sec. 10-28 Impoundment authorized; disposal of unclaimed dogs.

An unlicensed dog, or a dog whose owner is unknown, which is found to be running at large shall be taken up and impounded at the animal shelter designated by the City and confined therein in a humane manner for a period of not less than eight days, and may thereafter be disposed of in a humane manner if it remains unclaimed by its owner.

Sec. 10-29 Reclaiming after impoundment.

The owner is entitled to resume possession of any impounded dog upon compliance with the licensing provisions set forth in the state statutes and upon payment of impoundment fees as set forth in Sections [10-3\(c\)](#) and [10-31](#).

~~Sec. 10-31 Impoundment, boarding fees.~~

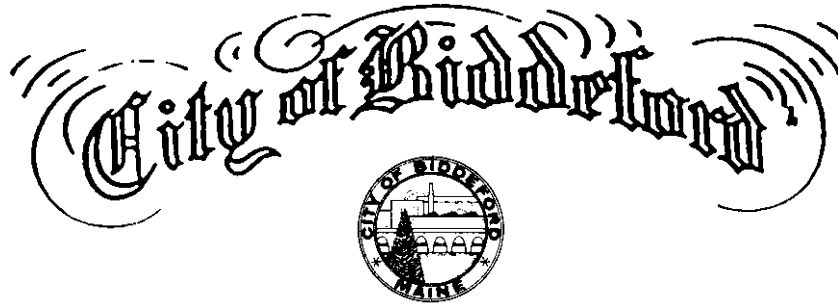
~~In addition to the impoundment fees imposed under the provisions of Section [10-3\(c\)](#), a boarding fee of \$12 per day for each dog shall be paid by the owner prior to the release of a dog.~~

~~Sec. 10-32 10-30~~ Notifying owner as alternative to impoundment.

When dogs are found to be running at large and their ownership is known, such dogs need not be impounded, but the City through its duly authorized agents may, at its discretion, cite the owners of such dogs for violating the provisions of this article.

~~Sec. 10-33 Disposition of vicious dogs, dogs that are bitten.~~

~~(a) It shall be unlawful for the owner or person keeping or harboring any dog, when notified that such dog has bitten any person or has so injured any person as to cause~~



abrasion of the skin, to sell or give away such dog or to permit or allow such dog to be taken beyond the limits of the City, except under the care of a licensed veterinarian.

~~(b) It shall be the duty of the owner or keeper of a dog, upon receiving notice as provided in Subsection~~

~~(a) of this section, to immediately place such dog under confinement for a period of at least 10 days.~~

~~(c) Any dog which has been bitten by another dog having or suspected of having rabies shall be immediately impounded for observation as provided in this section.~~

~~(d) It shall be unlawful for the owner or person keeping or harboring any dog when notified that such dog has bitten any person or has so injured any person as to cause abrasion of the skin to destroy such animal without permission of the Health Officer.~~

Sec. 10-34 10-32 Authority to proclaim rabies quarantine.

~~(a) Upon positive diagnosis of rabies in any animal within the City, the Mayor shall proclaim and invoke a citywide quarantine for a period of 30 days up to 6 months, and upon the invoking of such quarantine, no animal shall be taken into the streets, or be permitted to be on the streets, during such period of quarantine.~~

~~(b) If there are additional positive cases of rabies occurring during the period of quarantine, such period of quarantine may be extended by the Mayor for an additional six months from the time of the last positive report.~~

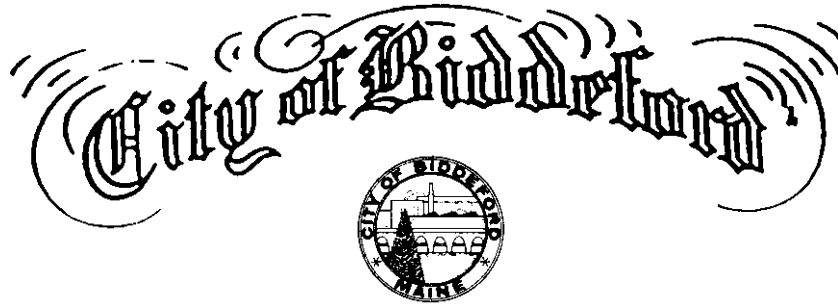
Sec. 10-35 10-31 Running at large on public ways prohibited; restraint required.

Dogs on a public way or place shall be under restraint. For a dog to be "under restraint" as required in this section, it must be controlled by a leash, which shall not be more than eight feet in length, on or within a vehicle being driven or parked on the streets, or within the property limits of its owner or keeper, or in specially designated "off leash" areas.

Off-leash areas: All dogs must be within 50 feet of owner or keeper and be under voice control. "Voice control" is defined as being able to immediately call the dog back with one call.

Off-leash areas within the City include:

(1) Rotary Park: The river bank along the boat launch side of the park. This shall be defined as the area bordered by and including the boat launch, up the river bank to where



the access road and the river split. The "river bank," for this purpose, is defined as up to but not including the dirt road in the park. Dogs may not use any part of the Rotary Park beach between the hours of 9:00 a.m. and 8:00 p.m. from May 25 to September 15 of each year.

(2) Clifford Park: Dogs may be off leash and under voice command on designated trails in the wooded section of the park. This section is defined as the wooded area of the public park and 100 yards from all trail heads and parking areas.

(3) City beaches: ~~Unleashed dogs under voice command are allowed on the City's public beaches all day from September 16 to March 14. This subsection does not apply to the beach at Rotary Park. See Chapter 46, Section 46-13(d).~~

(4) A person who violates this section commits a civil violation for which a forfeiture of not less than \$50 nor more than \$250 may be adjudged for the first violation and not less than \$100 and not more than \$500 for any subsequent violation.

Sec. 10-36 10-32 Leashing dogs on private property not required.

Nothing contained in this article is intended to require the leashing of any dog while on private premises.

Sec. 10-37 Female dogs in heat.

(a) ~~The owner of any female dog in heat shall keep such dog confined or on a leash at all times and shall not permit such dog to be at large within the City or on any premises other than those of the owner.~~

(b) ~~Every female dog found running at large in violation of this section is hereby declared to be a public nuisance and shall be impounded. The owner, keeper or person harboring such female dog in heat running at large shall be in violation of this section.~~

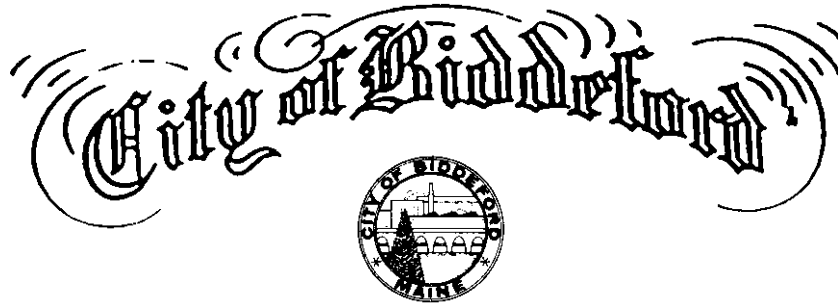
Sec. 10-38 Dangerous dogs declared nuisance; owner's responsibility.

(a) ~~A dangerous dog is hereby declared to be a nuisance.~~

(b) ~~The owner of any dangerous dog shall keep such dog confined in a secure enclosure or on a chain or leash controlled by the owner at all times and shall not permit such dog to be at large within the City.~~

Sec. 10-39 10-33 Disposal of canine feces.

(a) ~~Owner's responsibility. It is a violation of this section for a person who owns,~~



possesses, or controls a dog to fail to remove and properly dispose of any feces left by the dog on any sidewalk, street, publicly owned property or privately owned property unless authorized by the owner.

(b) Duty to possess means of removal.

(1) It is a violation of this section for a person who owns, possesses or controls a dog to appear with such dog on any sidewalk, street or publicly owned property without having the means of removal of canine feces left by such dog.

(2) For the purpose of this section, the means of removal shall include, but not limited to: any tool, implement, bag, or other device or container for picking up and containing such feces. Disposal may be accomplished by depositing such feces in a suitable container.

(c) Exemption. This section shall not apply to a dog accompanying any disabled person who, by reason of the disability, is physically unable to comply with the requirements of this section.

(d) Enforcement. The provisions of this section is enforceable by any designated representative of the City's Health Officer or of the Chief of Police.

(e) Penalties for violation. Violation of this section is punishable by a civil forfeiture not to exceed \$50 for each occurrence.

Sec. 10-34 Barking dog: see Chapter 34, Section 34-57 (1)

Sec. 10-35 Prohibited areas

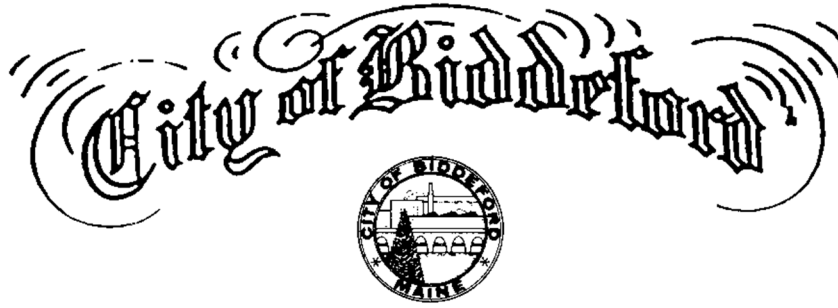
Dogs, leashed or not, are prohibited from school yards, playgrounds and athletic fields.

NOTE: This item was reviewed by the Policy Committee at their March 18, 2019 meeting and voted unanimously to recommend passage by the Council.

April 2, 2019

Motion by Councilor Seaver, seconded by Councilor Swanton to grant the first reading of the ordinance amendment.

Vote: Unanimous.



2019.28

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 46, PARKS AND RECREATION, Sec. 46-13-Park operating policy**, by adding or ~~deleting~~ to read as follows:

Sec. 46-13 Park operating policy.

(a) Hours. All parks, as defined herein, shall be open to the public every day of the year from dawn to dusk. In the event that activities are conducted at either the St. Louis Field or Mechanics Park for which there is an admission fee charged or access is otherwise controlled, no member of the public shall have the right to enter said park areas without authorization and/or payment of such admission fee. The Director shall cause notices of the opening and closing hours to be posted in each individual park for public information and enforcement purposes.

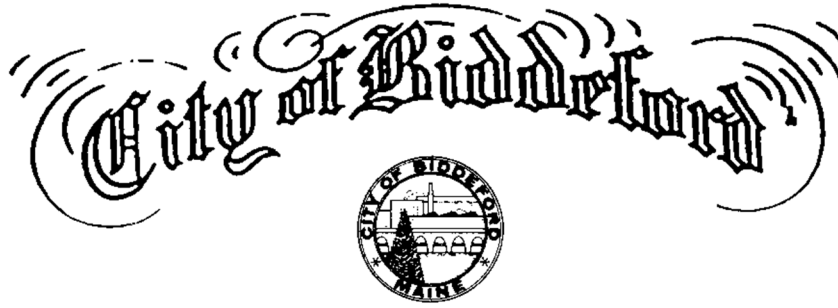
(b) Closed areas. Any section or part of any park may be declared closed to the public by the Director at any time for any interval of time, either temporarily or at regular stated intervals (daily or otherwise).

(c) Entry prohibited. Except with the written permission of the Director, no person shall enter, pass through or remain in any park, or the closed area of any park, except during the hours and times when such park, or portion thereof, is open to the public as provided in this section.

(d) Dogs, horses and horse-drawn vehicles.

(1) Dogs, horses and horse-drawn vehicles are prohibited from entering or remaining in any park or beach areas, except as follows:

a. City beaches: No unleashed dog is allowed on any of the City's public beaches from March 15 to September 15. Dogs are completely prohibited from May 25 to September 15 between the hours of 9:00 a.m. and 5:00 p.m. Unleashed dogs under voice command are allowed on the City's public beaches all day from September 16 to March 14. This subsection does not apply to the beach at Rotary Park.



b. Rotary Park: Horses, horse-drawn vehicles, or dogs may not use any part of the Rotary Park beach between the hours of 9:00 a.m. and 8:00 p.m. from May 25 to September 15 of each year.

c. Horses: horses or horse-drawn vehicles may not use any part of the City's public beaches between the hours of 9:00 a.m. to 5:00 p.m. from May 25th to September 15th.

(2) Nothing herein is intended to prohibit the Recreation Commission from creating and maintaining a dog park, as defined herein under Section 46-1(b), and for establishing rules and regulations governing the operation thereof.

NOTE: This item was reviewed by the Policy Committee at their March 18, 2019 meeting and voted unanimously to recommend passage by the Council.

April 2, 2019

Motion by Councilor Seaver, seconded by Councilor Clearwater to grant the second reading of the ordinance amendment.

Vote: Unanimous.



Roby Fecteau
Director of Code Enforcement & Emergency Management
City of Biddeford Office of Code Enforcement
205 Main Street Suite 104
Biddeford, ME 04005

November 15, 2018

To Whom It May Concern,

As you may already know, the City of Biddeford is having issues with contamination in the zero sort containers. One of the contamination issues are plastic bags. We are asking all retail occupancies to locate a recycling bin with in their facility, so patrons can return the plastic bags when they shop at your store.

State law in Maine does state, if retailers hand out plastic bags, they must locate a drop off area for those used bags.

Again, please help us with our efforts to reduce contamination and place a plastic bag receptor in your store.

Respectfully,

A handwritten signature in black ink, appearing to read "Roby Fecteau", is written over the printed name.

Roby Fecteau
Director of Code Enforcement
City of Biddeford

City of Biddeford, Maine
PUBLIC WORKS DEPARTMENT
371 Hill Street, Biddeford, Maine

Memorandum

March 21, 2019

To: Policy Committee Members
From: Jeff Demers, Director of Public Works/Waste Water
RE: Plastic Bags
Cc: City Council; James Bennett, City Manager

During the policy meeting on Monday, March 18, 2019, I was asked to research a couple concerns. The first being to reach out to other communities and see what issues might have risen through the implication of such ordinance. Below are the cities/towns that I reached out to.

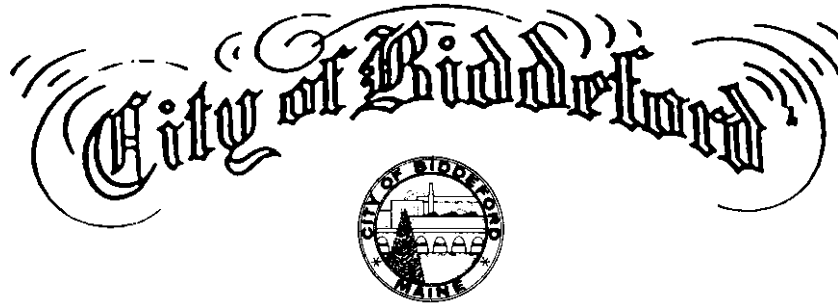
City/Town	Plastic bag ordinance	Issues
South Portland	Yes	None Known
Saco	Yes	None Known
Old Orchard	No	
Portland	Yes	None Known

The second concern was how the contamination rates have been with the cities/towns that have implicated such an ordinance. I reached out to the lead supervisor from Casella for an answer. The response was that they have seen a decrease in contamination by visually monitoring, but nothing has actually been calculated.

Regards,



Jeff Demers, Director of Public Works/Waste Water



2019.30

IN BOARD OF CITY COUNCIL..APRIL 2, 2019

BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 2, Administration, Article V, Finance, Section 2-336-Competitive sealed bidding**, is amended by adding or ~~deleting~~ to read as follows:

Sec. 2-336 Competitive sealed bidding.

(a) All contracts of the City for purchases of supplies or construction at or in excess of \$5,000 and for the purchase of services at or in excess of \$5,000 shall be awarded by competitive sealed bidding except as otherwise provided in this article.

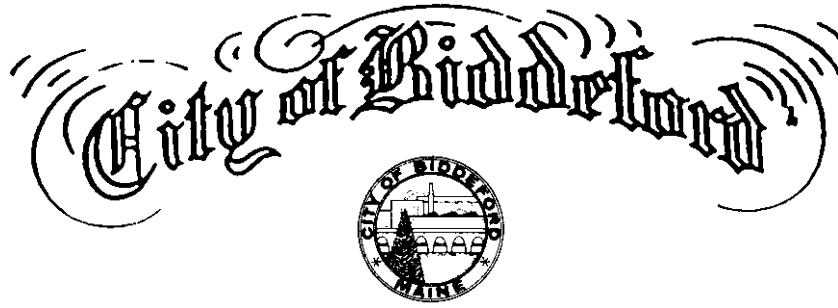
(b) An invitation to bid shall be issued and shall include specifications and all contractual terms and conditions applicable to the procurement.

(c) Adequate public notice of the invitation to bid shall be given for a reasonable time, but not less than 10 calendar days prior to the date set forth therein for the opening of bids. Such notice shall include publication in a newspaper of general circulation a reasonable time prior to bid opening and shall be posted in a conspicuous place on the City's internet website, in a place designated for this purpose. This public notice shall minimally state the place, date and time of the bid opening.

(d) Bids shall be opened publicly at the time and place designated in the invitation for bids. The amount of each bid, and such other relevant information as the Purchasing Agent deems appropriate, together with the name of each bidder shall be publicly read for the benefit of any bidders and each bid shall be open to public inspection.

(e) Bids shall be unconditionally accepted without alteration or correction, except as authorized in this article. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in a bid evaluation that are not set forth in the invitation for bids.

(f) Correction or withdrawal of inadvertently erroneous bids before or after bid opening or cancellation of awards or contracts based on such bid mistakes may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written or telegraphic notice received in the office designated in the

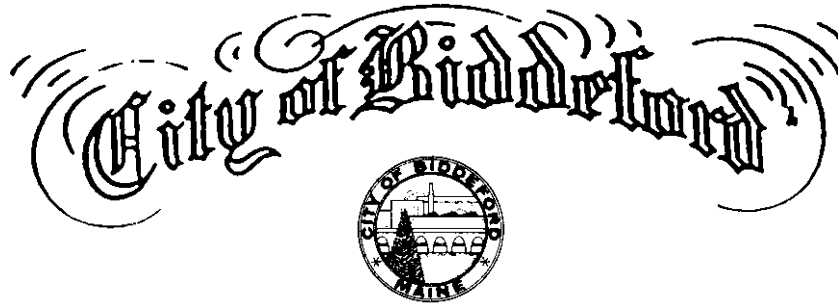


invitation for bids prior to the time set for the bid opening. After bid opening, corrections in bids shall be permitted only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the bid price actually intended. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the City or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if:

(1) The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or

(2) The bidder submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Purchasing Agent.

(g) The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available fund as certified by the Finance Director and such bid does not exceed such funds by more than 10%, the Purchasing Agent is authorized to negotiate an adjustment of the bid price with the low responsive and responsible bidder in order to bring the bid within the amount of available funds. Any such negotiated adjustment shall be based only upon eliminating independent deductive items specified in the invitation for bids. When finalized by the Purchasing Agent, bid results greater than \$5,000 and less than \$50,000 and covered by the budgeted amount can be approved by the City Administrator and awarding of the contract to the successful bidder. These results will be reported to the City Council and/or the Finance Committee on a monthly basis. Bid results less than \$50,000 and over the budgeted amount or not the lowest bid will be submitted to the Finance Committee of the City Council for acceptance and awarding of the contract to the successful bidder. Contracts that exceed \$30,000 \$50,000 shall be approved by the City Council prior to signing and executing said contract. Contracts based on units of measure and unit pricing where the total number of units is not specified shall be calculated using a best estimate methodology or prior history to determine the estimated contract value. Approval of such contracts shall be managed under the approval criteria listed above based on the total estimated value.



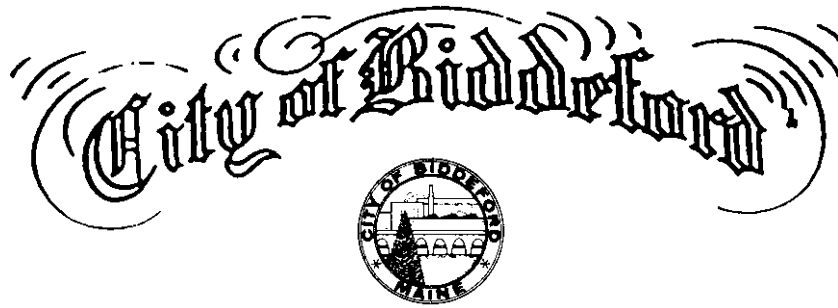
(h) When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

NOTE: The Finance Committee reviewed this item at their March 19, 2019 meeting and voted unanimously to recommend passage by the City Council.

April 2, 2019

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the ordinance amendment.

Vote: Unanimous.



2019.36

IN BOARD OF CITY COUNCIL..APRIL 16, 2019

BE IT ORDERED, that the City Council of the City of Biddeford does hereby award a contract with Shaw Brothers Construction for the City's Paving Program; contract for FY19 only.

City of Biddeford, Maine
PUBLIC WORKS DEPARTMENT

MEMORANDUM

April 9, 2019

TO : Finance Comm., City Council
FROM : Jeff Demers, Director Public Works/Wastewater
RE : Paving Bids
CC : City Mgr., Finance Dir.

Attached herewith are the paving bids for the next 3 construction seasons. We received bids from the following companies: Pike Industries, Shaw Brothers Inc. and Dayton Sand and Gravel. Bids are unit price with high estimated quantities. The total amounts are based upon those estimated quantities. It should be noted that the City is under no obligation to purchase those estimated quantities. We ultimately will only be purchasing quantities in the amount that would be funded in the approved FY 20/21/22 budgets along with some of the bond funds and designated funds from prior year.

The Bid Tabulation is as follows:

Pike Industries:	\$5,867,400.00
Shaw Brothers Const:	\$7,286,750.00
Dayton Sand & Gravel:	\$7,551,100.00

Staff recommendation is to award the bid to Shaw Brothers Construction.

27
4/9/2019

27
4/9/2019

City of Biddeford
Public Works Department
371 Hill Street
Biddeford, Maine 04005

Placement of Hot Mix Asphalt Pavement and Other Associated Work
Bid Opening at 2:00pm on 3/29/19

Attendees: Please Write Company Name and Signature Below

TYLER RICHARD PIKE INDUSTRIES

Trevor Kraus Dayton Sand

Jason Robinson Dayton Sand

Portland Press Herald

Maine Sunday Telegram

p r e s s h e r a l d . c o m

Classified Advertising Proof

Biddeford, City Of
 Po Box 586
 Biddeford
 ME
 04005
 (207) 284-9333
 mroberge@biddefordmaine.org

Thank you for placing your advertisement with us.

Your order information and a preview of your advertisement are attached below for your review. If there are changes or questions, please contact the classified department at (207) 791-6100

Thank you

(207) 791-6100

jjensen@mainetoday.com

Monday – Friday 8:00 am – 5pm

Order Number	0056438	Order Price	\$499.86
Sales Rep.	Joan Jensen	PO No.	Request for Proposals / Kara Cote
Account	3912	Payment Type	Invoice
Publication	Portland Press Herald	Number of dates	2
First Run Date	03/16/2019	Last Run Date	03/23/2019
Publication	Online Upsell PPH	Number of dates	1
First Run Date	03/16/2019	Last Run Date	03/16/2019

Public Notice

City of
Biddeford, Maine
PUBLIC WORKS
DEPARTMENT
371 Hill Street
Biddeford, Maine
REQUEST FOR
PROPOSALS
PLACEMENT OF HOT
MIX ASPHALT
PAVEMENT AND
OTHER ASSOCIATED
WORK - 2019
 The City of Biddeford,
 Maine is soliciting
 proposals from qual

proposals from qualified contractors for the placement of hot mix asphalt pavement and other associated work in conjunction with the City's Infrastructure Maintenance and Repair Program for the Years of 2019, 2020 and 2021. The Request For Proposals (RFP) can be obtained from the Biddeford Public Works Department, 371 Hill Street, Biddeford, Maine, telephone number (207) 282-1579. Proposals will be accepted by the Biddeford Public Works Department until 2:00 PM on Friday, March 29, 2019. Proposals will be opened at that time and location. Award of the work contained herein shall be made based upon a combination of considerations such as price, service ability, qualifications, prior experiences with contractors and the ability to meet the terms of this RFP, as determined by the City of Biddeford in its sole judgment.

Questions pertaining to this Request For Proposals should be directed to the Director of Public Works, City of Biddeford, Maine, Mr. Jeff Demers, at 371 Hill Street, Biddeford, Maine, 04005. He can be reached at 207-282-1579 or by e-mail at jeff.demers@biddefordmaine.org.

Morris, Carmen

From: McCurry, John
Sent: Wednesday, April 3, 2019 12:51 PM
To: Clearwater, Amy; Morris, Carmen
Cc: Casavant, Alan; Bennett, James; Schlaver, Julian (DDC & DC)
Subject: Re: DDC's Role?

Carmen can we add to the next council agenda a committee of the whole to discuss DDC role

Sent from my iPhone

On Apr 3, 2019, at 10:33 AM, Clearwater, Amy <Amy.Clearwater@biddefordmaine.org> wrote:

Good morning, Alan and John!

The DDC, with Julian newly at the helm, is still looking for some guidance on what the Council would like us to be working on. I've heard that maybe looking into ways to implement the Downtown Taskforce Report might be a popular option. Sounds good to the DDC.

Could we get some time on the Council agenda, even just five minutes to say that the DDC is being asked to look into that and will provide periodic suggestions to the Council via memo?

Any support would be greatly appreciated. The DDC is a very talented and committed bunch of volunteers, and without some guidance on what they should be doing with their meeting once a month, I worry that we'll lose them.

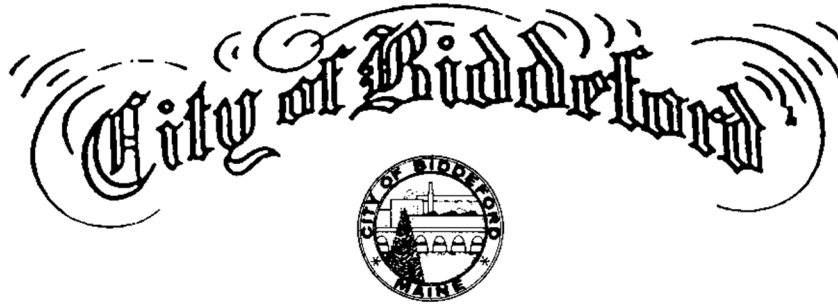
Thanks so much!

-A

Amy Clearwater

Biddeford City Council, Ward 5

207.558.1801



IN BOARD OF CITY COUNCIL...APRIL 16, 2019

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

Councilor Amy Clearwater

as the Council Representative to the Biddeford Youth Advisory Council.