

City of Biddeford

City Council

March 02, 2021 6:00 PM Via ZOOM

Please click the link below to join the webinar:

<https://biddeford.zoom.us/j/93155814358?pwd=STJXVEJtbE5LUlpBd2pDUS6ZFBPdz09>

Passcode: 719274

Or iPhone one-tap :

US: +16465588656,,93155814358# or +13017158592,,93155814358#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1
253 215 8782 or +1 346 248 7799**

Webinar ID: 931 5581 4358

International numbers available: <https://biddeford.zoom.us/j/93155814358?pwd=STJXVEJtbE5LUlpBd2pDUS6ZFBPdz09>

- 1. Roll Call**
- 2. Adjustment(s) to Agenda**
- 3. Presentations:**
 - 3.a. Volunteer of the Year for 2020
 - 3.b. Police Department Annual Report on Activities
[3-02-2021 PD Annual Report \(2020\).pdf](#)
 - 3.c. FY22 City Government Proposed Budget
- 4. Proclamation:**
 - 4.a. Brain Awareness Week - March 15 to 21, 2021
[3-02-2021 Proc-Brain Awareness Week.pdf](#)
- 5. Consideration of Minutes:**
 - 5.a. February 16, 2021 Special Joint Council/School Committee Meeting - FY20 Audit Report
[2-16-2021 Special Council Meeting Minutes-Audit Report.docx](#)
 - 5.b. February 16, 2021 Council Meeting Minutes
[2-16-2021 Council Meeting Minutes.docx](#)
- 6. Orders of the Day:**
 - 6.a. 2021.20) Endorsement/MDOT Traffic Analysis and Movement Evaluation (TAME) Report for Hill, Main & Water Street Intersection Improvement Project
[3-02-2021 TAME Report-Main Hill and Water Streets-ORDER.doc](#)
[3-02-2021 TAME Report-Main Hill and Water Streets-Briefing.docx](#)
[3-02-2021 TAME Report-Main Hill and Water Streets-Milligan Memo.docx](#)
[3-02-2021 TAME Report-Emails-Work Restrictions.pdf](#)
 - 6.b. 2021.21) Approval/Submission of Grant Application and Commitment of Funds to Pearl

- Street Economic Development Administration (EDA) Grant
[3-02-2021 EDA Grant-Pearl Street-ORDER.doc](#)
[3-02-2021 EDA Grant-Pearl Street Briefing Memo](#)
- 6.c. 2021.22) Authorization/Voluntary Compliance Agreement with HUD/Review of Section 504 Program (Accessibility)
[3-02-2021 HUD 504 Compliance Agreement-ORDER.doc](#)
[3-02-2021 HUD 504 Compliance Agreement-Briefing.docx](#)
- 7. Appointments:**
- 7.a. Ari Brandstein...Board of Assessment Review
[3-02-2021 Appt-Brandstein-Board of Assessment Review.docx](#)
[3-02-2021 Comm App-Brandstein.pdf](#)
- 7.b. Ari Brandstein...Zoning Board of Appeals
[3-02-2021 Appt-Brandstein-ZBA.docx](#)
[3-02-2021 Comm App-Brandstein.pdf](#)
- 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)(E)...Pending Litigation
- 14. Adjourn**

2020 Annual Report



<u>Page</u>	
3	Chief's Letter
4	Community Background
5	Mission and Values
6	COVID-19
7-8	Organization
9	Communication Center
10	Police Dispatches
11	Incident Reports
12	Known Offenses
13-14	Arrests
15	Domestic Violence
16-17	Traffic Enforcement
18	Drug Arrests
19	Use of Force
20	Bias-based Policing
21	Parking Control & Animal Control
22	Non-Crime Activity
23	Accreditation
24	Employee Awards and Recognition

NOTE: Click on a content description to go to its page



BIDDEFORD POLICE DEPARTMENT

39 ALFRED STREET, BIDDEFORD, MAINE 04005

COURAGE • HONOR • INTEGRITY



ROGER P. BEAUPRE
Chief of Police

(207) 282-5127
biddefordmaine.org/police

I welcome you to the Biddeford Police Department's annual report for the calendar year 2020. I am proud and honored to lead this agency comprised of 85 sworn and unsworn members who professionally and passionately serve our community with courage, honor, and integrity.

Our agency is dedicated to a community policing strategy, continuous training of our personnel, the use of best practices, and the conformance to national standards. Through dedication to our strategy and practices, we strive to reduce crime, increase safety, and enhance the quality of life in our community.

The pages of this annual report provide a description of our agency and the statistical data of our operations. For the most part, this report displays annual statistics and most of the statistics will show a decrease compared to 2019. Decreases in statistics, such as a lower volume of dispatches, normally mean a lower demand on an organization's resources; the pandemic is anything but normal. The average statistics were generally lower for the full year, however, in just a few months our agency experienced wide swings in demand on our resources. For instance police dispatches in January were almost 20% above the monthly average for the year, April was 50% below, and July was over 30% above.

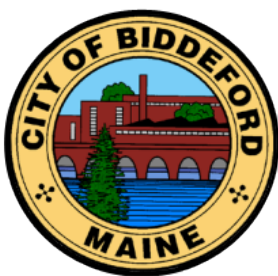
Additionally, to protect our community and our employees during the pandemic, many temporary policies, procedures, and protocols were implemented that add time and effort to the normal duties of our employees. Last year was most challenging and the challenges continue into 2021.

BPD's interim accreditation compliance reviews, conducted annually, continue to find that we are in compliance; with no issues or exceptions. Our four-year accreditation cycle will be ending in 2022 and a full site-based assessment for re-accreditation is expected to occur in April 2022. During the compliance reviews, a CALEA Compliance Review Manager suggested that we begin formally reporting the data and information we internally review regarding the use of force, vehicle pursuits, citizen complaints, and bias-based policing in a comprehensive annual professional standards report. This year, we have included some of the data and information on pages 19 and 20. We will develop and include more comprehensive reporting as part of our annual report, starting with the calendar year 2021.

I thank the men and women of this agency who serve our community during these most challenging times. On their behalf, I extend our sincere gratitude to the members of our community and elected officials for their continued support as we fulfill our mission of enhancing the quality of life, promoting a safe and caring environment, and ensuring that each individual is treated fairly and with respect.

Respectfully,

Roger P. Beaupre
Chief of Police



Biddeford is Maine's sixth largest city and its origin dates to a period in the 1600s prior to the settlement of Plymouth, Massachusetts. Biddeford was incorporated as a city in 1855 and the Biddeford Police Department was formally recognized as a municipal police agency in 1893.

The abundant water power supplied by the Saco River allowed Biddeford to build major mill complexes and grow important industries; becoming an economic hub from the mid-1800s to the mid-1900s. By

2009, the last operating section of the mill complex closed its doors.

Our municipality covers fifty-nine square miles of diverse geography; rolling hillsides, an urban center, and beaches on the Atlantic Ocean. A 22 mile multi-use recreational greenway stretching from Kennebunk to South Portland pass through our community. Our key transits are Interstate 95, U.S. Route I, and the Amtrak rail service. We are a member of a tri-city transit system which conducts intra and intercity and regional bus services.



Biddeford's infrastructure is comprised of 131 miles of streets and roadways, thirteen municipal parks, four public beaches, and one municipal airport. We have six schools, including a regional vocational school, serving roughly 2,400 K-12 students and employing 450 teachers and staff.



Biddeford's population is approximately 21,500 and is part of the Greater Portland area totaling about 540,000. Biddeford is 48% males and 52% females, roughly 90% Caucasian, and has a median age of thirty-eight-years. Our housing totals about 9,900 units; 48% rental and 52% owner occupied housing. The median household income for our community is \$53,000 and almost 50% of our student population is eligible for free or reduced lunch in our schools.

We are the population, retail, commerce, and community service center of York County. We house many state offices and community service organizations which serve many communities within York County such as Maine DHHS, York County District Court, and Maine Probation Offices.

Our two largest employers are the University of New England (UNE) and the Southern Maine Health Care Hospital. Combined they employ over 2,500 people from Biddeford and the surrounding communities. Additionally, UNE has a population of approximately 7,500 degree and non-degree students with the lion's share attending class on the Biddeford campus. We have three major shopping centers, three industrial parks, and one business park. Our historic mill complexes are transitioning from vacant relics of the past to revitalized contemporary spaces for start-up and existing small businesses, retailers, restaurants, and affordable mixed use and market rate housing units.



VALUES

We perform our duties with the **COURAGE** to face any ordeal, the **HONOR** to those we serve and the badge we wear, and the **INTEGRITY** to always do the right thing for our community and those we serve with.

MISSION STATEMENT

To provide professional and progressive law enforcement services that enhance the quality of life, promote a safe and caring environment, and ensure the fair and respectful treatment of each individual.

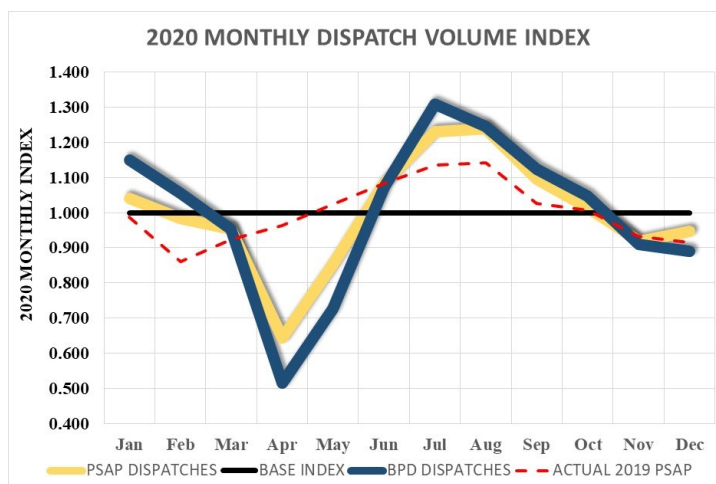
OFFICER'S OATH

I do solemnly swear that I will faithfully discharge to the best of my ability the duties incumbent on me as a Police Officer of the City of Biddeford, in accordance with the Constitution of the United States and the State of Maine; and in accordance with the Charter and Ordinances of the City of Biddeford, so help me God.

COVID-19 was the overarching challenge for everyone in 2020; and it continues. It is difficult to accurately assess how COVID-19 has altered the public's patterns and behaviors and even more difficult to then correlate those changes to impacts on our agency. However, COVID-19 required many changes to our department to protect our community, our employees, and their families. This section is intended to convey an overview of the impact on our operations.

This report's annual statistics will show a decrease compared to 2019. Decreases normally mean a lower demand on an organization's resources, however this was not the case last year. The measurement that is generally indicative of our operational volume is the number of dispatches. Our PSAP handled about 7% fewer dispatches for Biddeford and the other seven communities it serves and our officers' dispatches were 18% less than 2019.

The chart to the right shows the monthly dispatches indexed to the total for 2020. The red dotted line represents a normal seasonal pattern; using 2019 data.



Our agency experienced abrupt changes in dispatch volume during the first half of the year; driven by the public's response to the pandemic in general and to the Executive Orders issued by the State. Our agency dealt with the operational challenges from abrupt, quick changes in service demand during the first half of the year and handled higher than normal demand during the second half.

What the chart does not show are the changes in policies, procedures, and protocols necessitated by the pandemic. These changes also were quick, abrupt, and frequently revised. Most of the changes added time and effort to the normal duties of our employees. We have also had to adapt to changes implemented by organizations and agencies we interact with such as hospitals, the district attorney's office, courts, probation, jails and others.

While adherence to the use of personal protective equipment (PPE) and social distancing is critical for everyone's safety, it makes all aspects of communicating and policing more difficult. In certain circumstances, the PPE used for protection by officers has the potential of creating other risks.

Limitations and strict procedures for access to our facility have been implemented, at times making it more challenging to help the public. All employees must conduct a health check protocol before coming on-duty and proceeding to their assignments. To minimize congregation of employees, shift changes have been altered. PPE is used by employees within the facility unless they are the sole individual in an area. Specialized equipment was added to our facility and to our vehicles to aid in disinfecting work areas.

Special protocols have been implemented when responding to certain types of calls for service and for certain settings. Additionally, specific protocols have been implemented when transporting, booking, and detaining prisoners along with significant disinfecting procedures for prisoner contact areas in our facility and vehicles.

We have implemented tele-serve to handle calls that are non-criminal or for civil matters to limit exposure for both the public and our employees. We have suspended some services to the public, such as non-criminal fingerprinting and collecting unwanted/unused drugs from healthcare facilities, etc. to limit exposure.

Our headcount at the end of 2020 totaled 85 employees and was comprised of 57 sworn and 28 non-sworn members; 82 full time and 3 part time.

The employee turnover rate was 3.6%; which was the same in 2019.

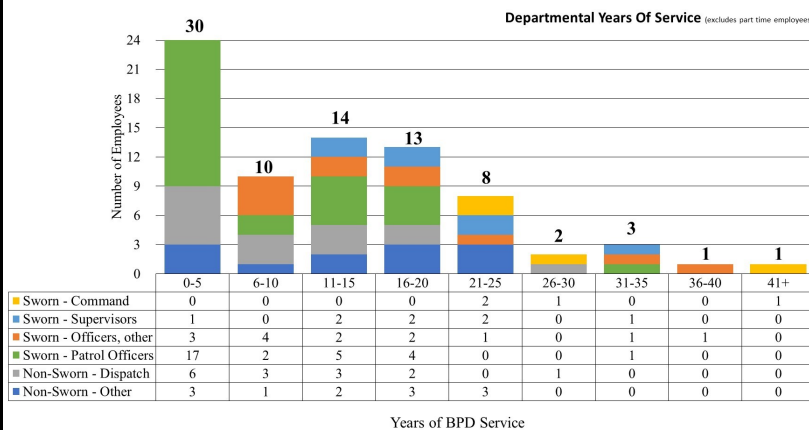
Three resignations occurred during the year: two full time sworn officers and one part-time parking control member.



Four new employees joined the agency, three full time officers and one full time dispatcher. The dispatcher filled an opening that existed at the end of 2019, the three new officers replaced the two resignations and one scheduled January 2021 retirement. Two officers hired in 2020 are experienced and certified officers and one is new to law enforcement. Additionally, one parking control member moved from a part time to a full time position.

The employee demographics were generally unchanged from the prior year, The average age was 43 years old and the average BPD years of service was twelve.

	Headcount	AVERAGE	
		Average Age	Ave. Years of Service (BPD)
Full Time			
Sworn - Command	4	62	30
Sworn - Supervisors	8	49	18
Sworn - Patrol Officers	29	36	8
Sworn - Officers, other	14	45	14
Non-Sworn - Dispatch	15	38	9
Non-Sworn - Other	12	53	13
Total Full Time	82	43	12
Part Time			
Sworn - Patrol Officers	1	50	11
Sworn - Officers, other	1	54	33
Non-Sworn - Other	1	20	2
Total Part Time	3	41	15
TOTAL HEADCOUNT	85	43	12



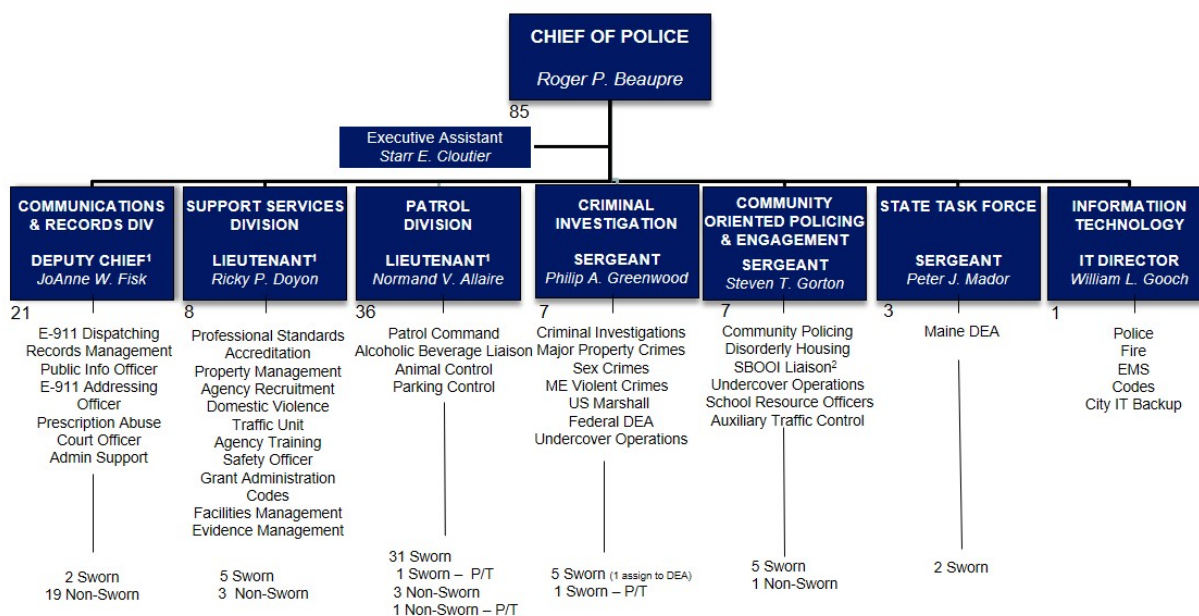
Females comprised 22% of the employees and males accounted for 78%; which was consistent with recent years. Of the nineteen females, five are sworn officers and fourteen are non-sworn employees.

24% of our employees are Biddeford residents, are 16% are Saco residents, and the remaining 60% are residents of a wide range of communities in York County, Cumberland County and Rockingham County, NH.

Due to COVID-19, training hours completed by the agency's employees was significantly lower than prior years. A total of 6,600 hours of field training, mandated training, and professional development was completed. This compares to approximately 12,000 hours completed in 2019.

38 of the agency's employees hold one or more college degrees. 21 members have an associate degree, 23 have a bachelor degree, and 4 have a master degree. Most of the degrees are in criminal justice or a related major.

17 employees are veterans and 10 are either current or previous members of the National Guard or Reserves.



Communications and Records is managed by Deputy Chief JoAnne W. Fisk and is responsible for Biddeford's communications, records management, and court processing. Biddeford is one of the twenty-four Public Safety Answering Points (PSAP) in Maine. The PSAP serves all of Biddeford's public safety departments and six other communities on a 24 hours a day and 7 days a week basis. The PSAP answers and transfers Saco's E-911 calls and dispatches Fire and EMS for Alfred, Arundel, Dayton, Hollis, Lyman, and Waterboro.

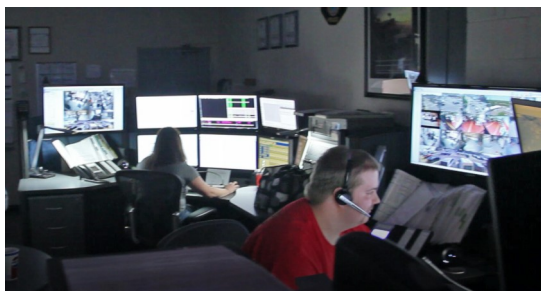
Support Services is managed by Lieutenant Ricky P. Doyon and is responsible for the investigation of domestic violence, traffic enforcement, crash reconstruction, professional standards and accreditation, training, recruitment, code enforcement liaison, grant administration, facilities management, and departmental safety.

Patrol is managed by Lieutenant Normand V. Allaire and is responsible for the overall protection of lives and property, maintaining law and order, and for the response to requests for emergency and non-emergency services from our community.

Criminal Investigation Division (CID) is managed by Sergeant Philip A. Greenwood and has the responsibility to investigate, obtain information and evidence, and ultimately solve all major crimes within our community with the exception of homicide cases. Under Maine law, homicides are investigated by the Maine State Police, the Portland Police Department, or the Bangor Police Department.

Community Oriented Policing & Engagement (COPE) is managed by Sergeant Steven T. Gorton and is responsible for the proactive identification of criminal activity that has significant impact on our community's quality of life. COPE works closely with CID and the state and federal task forces. The unit's goal is to target criminal activity before a crime is reported and has the prime responsibility for our community policing strategy.

State and Federal Forces is managed by Sergeant Peter J. Mador and is a long term enforcement enhancement strategy employed by our department. As a service community, much of the criminal activity in Biddeford is linked to broader statewide and New England wide activity. Departmental assignments to federal and state tasks forces increases Biddeford's investigative horse power for these wider based crimes. Sergeant Mador is the supervisor of MDEA's District I which covers York County.



Biddeford's Communication Center is one of the twenty-four Public Safety Answering Points (PSAP) in Maine. Our department is staffed with fifteen dispatchers and serves all of Biddeford's public safety departments. It also answers and transfers Saco's E-911 calls and dispatches Fire and EMS for Alfred, Arundel, Dayton, Hollis, Lyman, and Waterboro. Biddeford receives over \$280,000 per year from the collective communities for this service.

Driven by lower overall activity due to COVID-19, the PSAP handled 47,484 dispatches; 6.5% fewer dispatches than 2019.

73% of 2020's dispatches were calls from the public; 1,210 more dispatches than 2019.

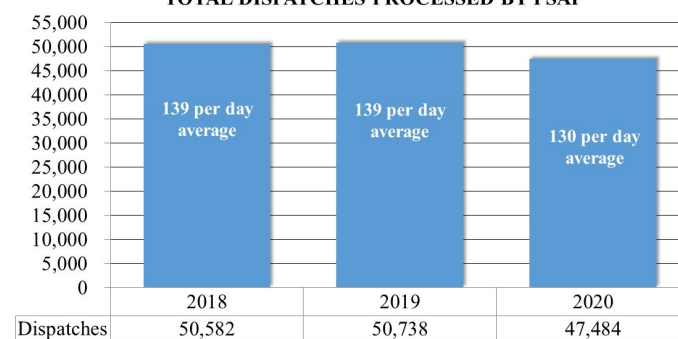
The E-911 system accounted for 40% of the dispatches as compared to 35% in 2019. The 19,061 E-911 dispatches were the result of the PSAP actually answering 22,322 phone calls (*multiple individuals may call to report the same incident*).

Emergency Medical Dispatches (*providing callers with medical instructions until first responders arrive on scene*) accounted for 15% of the dispatches compared to 13% in 2019 and 2018. The PSAP handled an increasing number of E-911 misuse calls; 3,927 in 2020 as compared to 3,697 in 2019 and 2,872 in 2018.

Biddeford Public Safety accounted for 73% of the dispatches compared to 77% and 80% for 2019 and 2018 respectively.

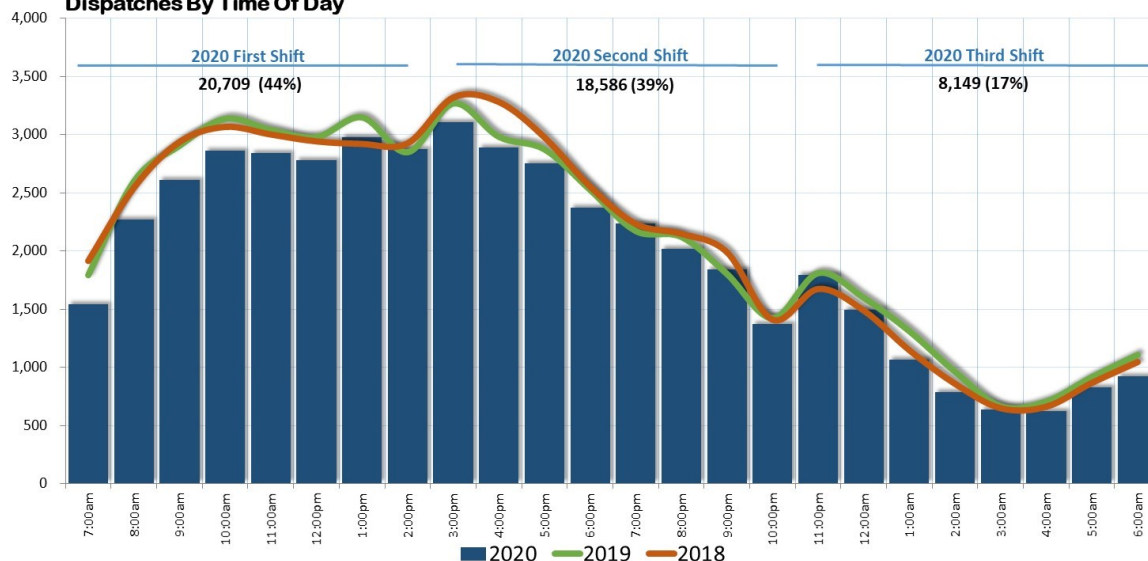
The time of day pattern for dispatches remained generally consistent with prior years.

TOTAL DISPATCHES PROCESSED BY PSAP



	2018		2019		2020	
PSAP DISPATCHES	Dispatches	%	Dispatches	%	Dispatches	%
Alarms	171	0.3%	132	0.3%	103	0.2%
E-911 System	16,296	32.2%	17,740	35.0%	19,061	40.1%
Non-Emergency Calls	14,239	28.2%	13,214	26.0%	13,615	28.7%
Walk-In At Police Station	2,908	5.7%	2,337	4.6%	1,854	3.9%
Total Dispatches Resulting From Public	33,614	66.5%	33,423	65.9%	34,633	72.9%
Total Dispatches Resulting From Agencies	16,968	33.5%	17,315	34.1%	12,851	27.1%
Total Dispatches	50,582	100.0%	50,738	100.0%	47,484	100.0%

Dispatches By Time Of Day



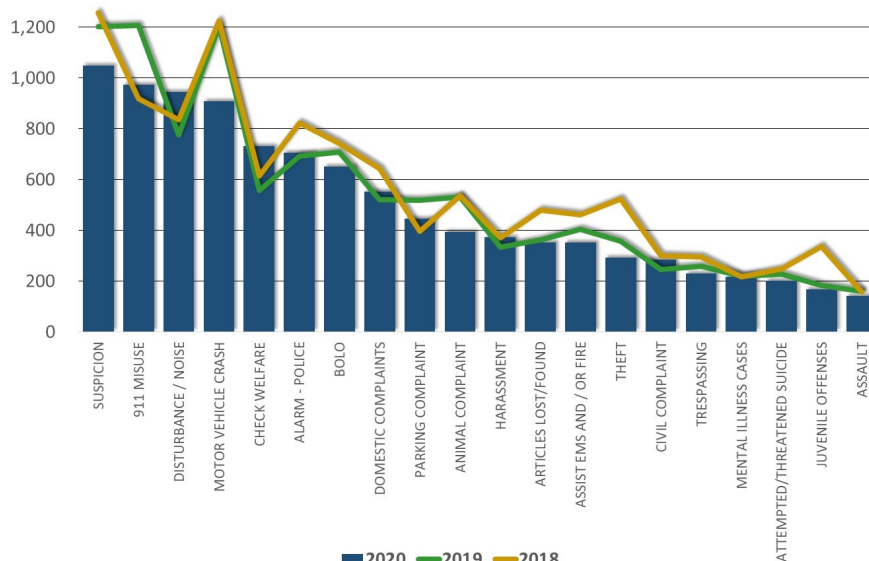
Police dispatches overall were 18% lower than 2019, a direct result of COVID-19. Dispatches originated by the public were down by 12% and dispatches originated by the agency were down 24%. A significant portion of the reduction in those initiated by the agency relate to the reduction in traffic stops due to lower vehicular volume, State Executive Orders extending various deadlines, and an intentional scaling back of traffic stops to reduce potential contracts between motorists and officers during the early stage of the pandemic.

	2018		2019		2020	
E-911 Calls	3,870	12.1%	3,718	12.2%	3,477	13.9%
Direct Telephone & Alarm Calls	9,621	30.2%	9,622	31.7%	8,713	34.9%
Walk-Ins To Station	2,634	8.3%	1,823	6.0%	1,206	4.8%
Dispatches Originated By Public	16,125	50.6%	15,163	49.9%	13,396	53.6%
% of prior year		101%		94%		88%
Dispatches Originated By Agency	15,743	49.4%	15,221	50.1%	11,590	46.4%
% of prior year		101%		97%		76%
TOTAL POLICE DISPATCHES	31,868	100.0%	30,384	100.0%	24,986	100.0%
% of prior year		95%		95%		82%

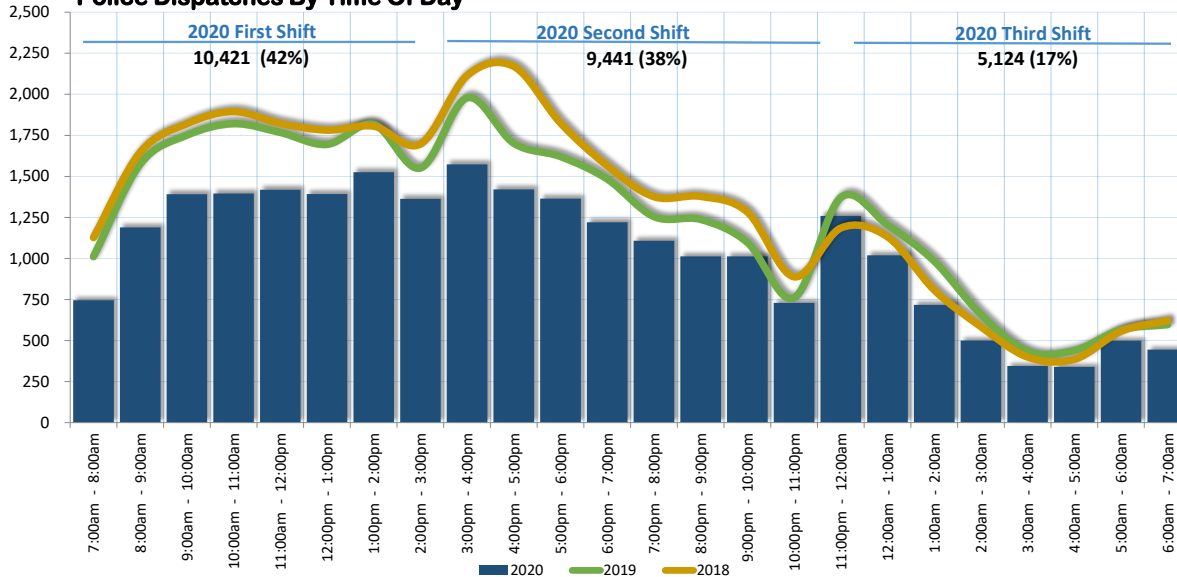
The top twenty categories of police dispatches originating from the public accounted for 75% of the 13,396 dispatches. The top twenty categories accounted for 70% for both 2019 and 2018.

The first shift's dispatches declined 20%, the second shift's dispatches were 15% lower and third shift saw an 18% reduction compared to 2019.

Top Twenty Reason Categories For Police Dispatches Initiated By Public



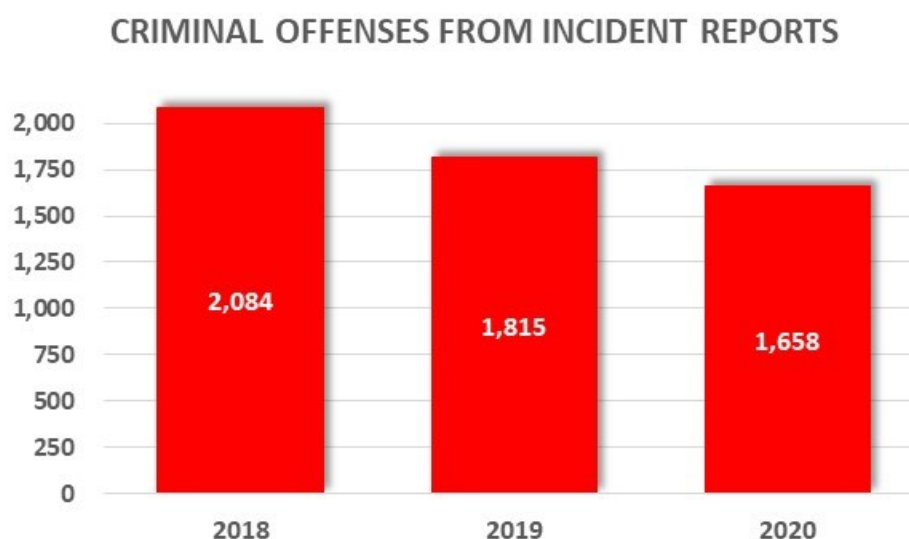
Police Dispatches By Time Of Day



Officers responding to calls for service, typically conduct preliminary investigations and gather the information regarding the incidents. The incidents (criminal or non-criminal) are then documented on Incident Reports. During 2020, officers completed 3,073 Incident Reports; of which 48% were criminal in nature and 52% were non-criminal. The number of total reports in 2020 were slightly higher than 2019. The 2020 non-criminal reports accounted for 52% of the reports versus 47% in 2019.



Incident Reports for criminal incidents generally become cases with one or more offenses to be investigated further. Ultimately, the goal is to clear the criminal cases through arrests or other appropriate means. In 2020, the 1,474 criminal reports contained 1,658 known offenses; a 9% reduction from 2019.



Larceny and theft charges accounted for the largest segment (34%) of offenses documented on 2020 Incident Reports; which has been true historically.

2020 saw an 18% reduction in known offenses as compared to 2019. Below is a summary and a detailed listing of changes by category and type of crime.

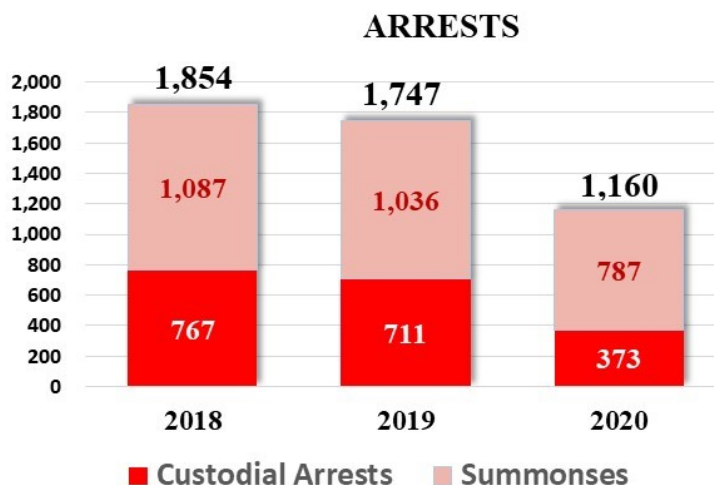
KNOWN OFFENSES	2018		2019		2020		20 vs. 19
Crimes Against Person	613	15.0%	537	14.8%	463	15.5%	(74) -13.8%
Crimes Against Property	1,100	26.9%	976	27.0%	858	28.8%	(118) -12.1%
Crimes Against Society	232	5.7%	171	4.7%	141	4.7%	(30) -17.5%
All Other Crimes	2,149	52.5%	1,937	53.5%	1,519	51.0%	(418) -21.6%
TOTAL KNOWN OFFENSES	4,094	100.0%	3,621	100.0%	2,981	100.0%	(640) -17.7%

OFFENSES KNOWN TO THE BIDDEFORD POLICE DEPARTMENT

	2018			2019			2020		
	Reported	Unfounded	Actual	Reported	Unfounded	Actual	Reported	Unfounded	Actual
PART A									
CRIMES AGAINST PERSON									
Assault - Aggravated Assault	44	4	40	54	2	52	33	4	29
Assault - Intimidation	168	17	151	142	11	131	117	6	111
Assault - Simple Assault	415	35	380	331	13	318	311	16	295
Homicide Offenses	0	0	0	1	0	1	0	0	0
Human Trafficking	0	0	0	0	0	0	0	0	0
Kidnapping/Abduction	1	0	1	1	1	0	1	0	1
Sex Offenses	44	11	33	43	11	32	23	3	20
Sex Offenses, Nonforcible	10	2	8	6	3	3	7	0	7
Crimes Against Person	682	69	613	578	41	537	492	29	463
CRIMES AGAINST PROPERTY									
Arson	4	0	4	1	0	1	4	0	4
Burglary/Breaking and Entering	80	4	76	57	1	56	41	2	39
Counterfeiting/Forgery	55	1	54	42	2	40	27	1	26
Destruct./Damage/Vandalism Property	218	5	213	174	4	170	213	7	206
Embezzlement	0	0	0	1	0	1	0	0	0
Extortion/Blackmail	5	0	5	6	0	6	10	0	10
Fraud Offenses	90	13	77	118	9	109	150	4	146
Larceny / Theft Offenses	668	41	627	579	22	557	412	11	401
Motor Vehicle Theft	30	3	27	17	1	16	20	2	18
Robbery	12	3	9	9	0	9	3	0	3
Stolen Property Offenses	8	0	8	11	0	11	5	0	5
Crimes Against Property	1,170	70	1,100	1,015	39	976	885	27	858
CRIMES AGAINST SOCIETY									
Drug/Narcotic Offenses	209	1	208	148	0	148	134	1	133
Pornography/Obscene Material	7	1	6	10	0	10	3	0	3
Prostitution Offenses	2	0	2	2	0	2	2	1	1
Weapon Law Violations	17	1	16	11	0	11	5	1	4
Crimes Against Society	235	3	232	171	0	171	144	3	141
Part A Totals	2,087	142	1,945	1,764	80	1,684	1,521	59	1,462
PART B									
OTHER									
All Other Offenses	615	19	596	541	14	527	538	13	525
Bad Checks	15	0	15	8	1	7	6	0	6
Disorderly Conduct	68	0	68	60	1	59	48	0	48
Driving Under the Influence	105	0	105	145	0	145	107	0	107
Family Offenses, nonviolent	0	0	0	1	1	0	1	0	1
Liquor Law Violations	109	0	109	87	0	87	47	0	47
Trespass of Real Property	125	2	123	88	4	84	58	2	56
OTHER	1,037	21	1,016	930	21	909	805	15	790
Part B Totals	1,037	21	1,016	930	21	909	805	15	790
PART C									
OTHER									
Warrants, Holds, Traffic and Ordinances	1,142	9	1,133	1,030	2	1,028	738	9	729
OTHER	1,142	9	1,133	1,030	2	1,028	738	9	729
Part C Totals	1,142	9	1,133	1,030	2	1,028	738	9	729
GRAND TOTALS	4,266	172	4,094	3,724	103	3,621	3,064	83	2,981

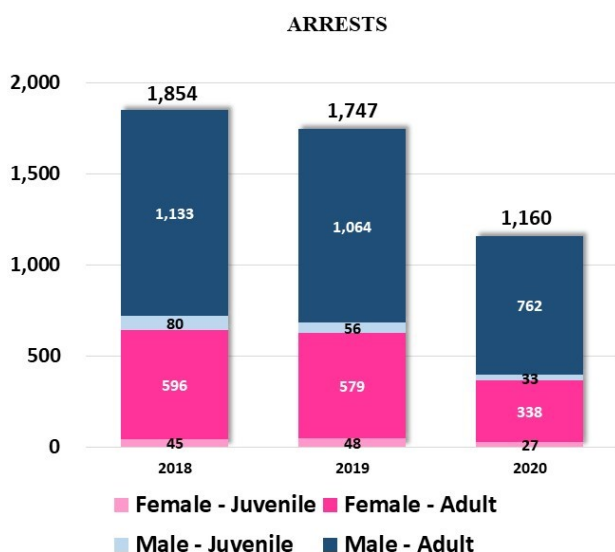
Arrests totaled 1,160 in 2020; down 587 or 34% from the 1,747 arrests made in 2019.

Summonses accounted for 68% of arrests versus roughly 59% in 2019 and prior years. This shift in percentage was primarily driven due to temporary COVID-19 guidelines followed to minimize officer/offender contact and an COVID-19 outbreak at the York County Jail.



The percentage of offenders arrested, taken into custody, and then bailed from the police station or released to a healthcare facility was 52%; roughly the same as prior years.

	2018	2019	2020
Bailed or Released to Healthcare Facility	407	372	193
% bailed or released	53.1%	52.3%	51.7%
Transport of Juveniles to Juvenile Center	9	3	3
Transport of Adults to County Jail	351	336	177
Total Custodial Arrests	767	711	373



2020 saw a slight shift in the general arrest demographics for sex, age, and race.

ARRESTS	2018	2019	2020
Female - Adult	32.1%	33.1%	29.1%
Female - Juvenile	2.4%	2.7%	2.3%
Male - Adult	61.1%	60.9%	65.7%
Male - Juvenile	4.3%	3.2%	2.8%
Female	34.6%	35.9%	31.5%
Male	65.4%	64.1%	68.5%
Adult	93.3%	94.0%	94.8%
Juvenile	6.7%	6.0%	5.2%
Non-White	8.0%	9.4%	10.3%
White	92.0%	90.6%	89.7%

933 individuals were arrested (on average) 1.24 times for the total number of 1,160 arrests. The percentage of individuals arrested more than once was approximately the same for 2020 and 2019; with 2018 slightly higher.

On average, 85% of the individuals were arrested once, 10% arrested twice, and 5% were arrested three or more times.

ARREST FREQUENCY		2018	2019	2020
5%	10+	3	3	0
	9	1	1	0
	8	0	0	2
	7	7	0	1
	6	5	5	1
	5	8	6	5
	4	18	15	16
	3	50	38	19
10%	2	163	149	96
85%	1	1,106	1,162	793
Total Individuals Arrested		1,361	1,379	933
Total Arrests		1,854	1,747	1,160
% Individuals - Multiple Arrests		18.7%	15.7%	15.0%
Average Arrests per Individual		1.36	1.27	1.24

The 2020 ratio of charges per arrest held fairly consistent with 2019 and 2018.

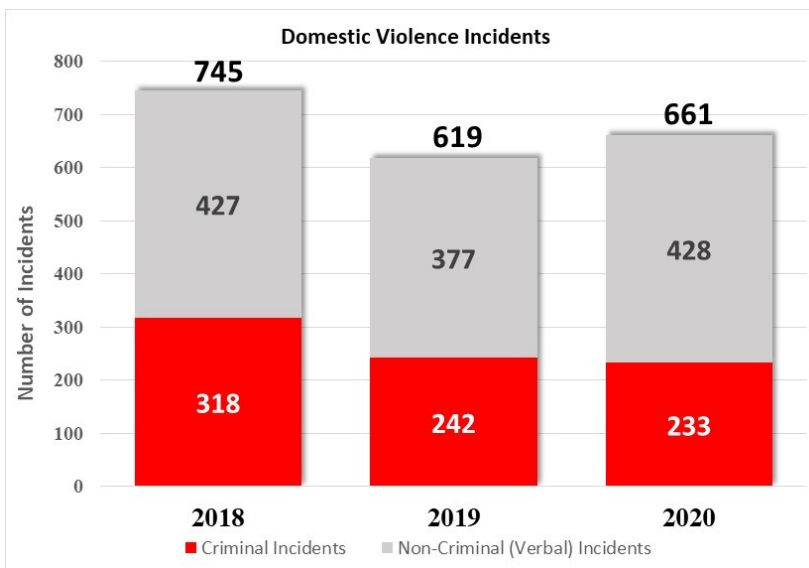
CHARGES PER ARREST	2018	2019	2020
ALL ARREST CHARGES	2,562	2,353	1,620
ALL ARRESTS	1,854	1,747	1,160
AVERAGE CHARGES PER ARREST	1.38	1.35	1.40

There was some variation in the mix of 2020 charges versus prior years. However, there was no one area that was significantly changed.

PART A CRIMES	2018		2019		2020	
	Actual	%	Actual	%	Actual	%
ASSAULT - AGGRAVATED ASSAULT	37	1.4%	34	1.4%	13	0.8%
ASSAULT - INTIMIDATION	68	2.7%	66	2.8%	33	2.0%
ASSAULT - SIMPLE ASSAULT	227	8.9%	189	8.0%	152	9.4%
HOMICIDE OFFENSES	0	0.0%	0	0.0%	0	0.0%
KIDNAPPING/ABDUCTION	1	0.0%	2	0.1%	0	0.0%
SEX OFFENSES	7	0.3%	8	0.3%	2	0.1%
SEX OFFENSES, NONFORCIBLE	4	0.2%	1	0.0%	0	0.0%
CRIMES AGAINST PERSON	344	13.4%	300	12.7%	200	12.3%
ARSON	2	0.1%	0	0.0%	0	0.0%
BURGLARY/BREAKING AND ENTERING	12	0.5%	15	0.6%	1	0.1%
COUNTERFEITING/FORGERY	14	0.5%	14	0.6%	4	0.2%
DESTRUCT./DAMAGE/VANDALISM PROPERTY	75	2.9%	51	2.2%	39	2.4%
FRAUD OFFENSES	16	0.6%	29	1.2%	18	1.1%
LARCENY / THEFT OFFENSES	184	7.2%	221	9.4%	104	6.4%
MOTOR VEHICLE THEFT	6	0.2%	5	0.2%	9	0.6%
ROBBERY	1	0.0%	6	0.3%	1	0.1%
STOLEN PROPERTY OFFENSES	3	0.1%	9	0.4%	4	0.2%
CRIMES AGAINST PROPERTY	313	12.2%	350	14.9%	180	11.1%
DRUG/NARCOTIC OFFENSES	192	7.5%	136	5.8%	113	7.0%
PORNOGRAPHY/OBSCENE MATERIAL	0	0.0%	0	0.0%	1	0.1%
PROSTITUTION OFFENSES	0	0.0%	0	0.0%	0	0.0%
WEAPON LAW VIOLATIONS	12	0.5%	10	0.4%	3	0.2%
CRIMES AGAINST SOCIETY	204	8.0%	146	6.2%	117	7.2%
PART A CRIMES TOTALS	861	33.6%	796	33.8%	497	30.7%
PART B CRIMES	2018		2019		2020	
	Actual	%	Actual	%	Actual	%
ALL OTHER OFFENSES	459	17.9%	395	16.8%	330	20.4%
BAD CHECKS	2	0.1%	1	0.0%	0	0.0%
DISORDERLY CONDUCT	60	2.3%	45	1.9%	33	2.0%
DRIVING UNDER THE INFLUENCE	103	4.0%	143	6.1%	104	6.4%
LIQUOR LAW VIOLATIONS	87	3.4%	68	2.9%	41	2.5%
TRESPASS OF REAL PROPERTY	76	3.0%	46	2.0%	26	1.6%
CRIMES AGAINST OTHER	787	30.7%	698	29.7%	534	33.0%
PART B CRIMES TOTALS	787	30.7%	698	29.7%	534	33.0%
ALL OTHER CRIMES	2018		2019		2020	
	Actual	%	Actual	%	Actual	%
WARRANTS, HOLDS, TRAFFIC AND ORDINANCES	914	35.7%	859	36.5%	589	36.4%
CRIMES AGAINST OTHER	914	35.7%	859	36.5%	589	36.4%
ALL OTHER CRIMES TOTALS	914	35.7%	859	36.5%	589	36.4%
TOTALS	2,562	100.0%	2,353	100.0%	1,620	100.0%

Officers responded to 661 domestic incidents, of which 65% were verbal conflicts with no criminal charges. Often the responding officers intervene and de-escalate the incidents before a crime occurs. Biddeford continued to have had no fatalities resulting from domestic violence incidents since the inception of the Pro-Active Domestic Violence Response Team (PRT) approach. During 2017, an officer was assigned as a full time, dedicated Domestic Violence Investigator replacing the PRT assignment of patrol officers.

Our dedicated resources as well as our community's willingness to report potential domestic violence, as exhibited by the high non-crime calls, allows our department to engage and de-escalate situations before crimes happen or worst, death or serious injury occur.



DV STATISTICS	2018	2019	2020
INCIDENTS			
Criminal Incidents	318 42.7%	242 39.1%	233 35.2%
Non-Criminal (Verbal) Incidents	427 57.3%	377 60.9%	428 64.8%
Total Incidents	745 100.0%	619 100.0%	661 100.0%

Contrary to 2020's statistics in general, all domestic incidents increased by 7%.

ARRESTS	226	188	136
OFFENDERS			
Male	73.1%	68.3%	76.7%
Female	26.9%	31.7%	23.3%
White	92.7%	91.1%	90.6%
Non-White	7.3%	8.9%	9.4%

Non-crime incidents increased over 13%; accounting for the 7% increase in total incidents.

VICTIMS			
Male	35.5%	32.4%	20.9%
Female	64.5%	67.6%	79.1%
White	87.1%	92.6%	89.2%
Non-White	12.9%	7.4%	10.8%

Criminal incidents decreased by 4% but Arrests decreased by 27%. The spread between the criminal incidents and arrests was accounted for by the lack of cooperation from victims, the DA's Office not prosecuting certain cases, outstanding approved warrants for solved cases but offenders not yet found/arrested, etc.

Victim Relationship to Offender			
Boy/Girl Friend	64.9%	57.7%	50.4%
Ex-Relationship	0.0%	4.2%	18.7%
Parent	5.3%	2.6%	6.5%
Spouse	12.7%	14.8%	6.5%
Child	3.5%	2.6%	2.9%
Ex-Spouse	3.9%	3.7%	1.4%
Friend	0.0%	0.5%	1.4%
Step Parent	0.4%	0.5%	1.4%
sub-total	90.8%	86.8%	89.2%
All Other Relationships	9.2%	13.2%	10.8%
TOTAL	100.0%	100.0%	100.0%

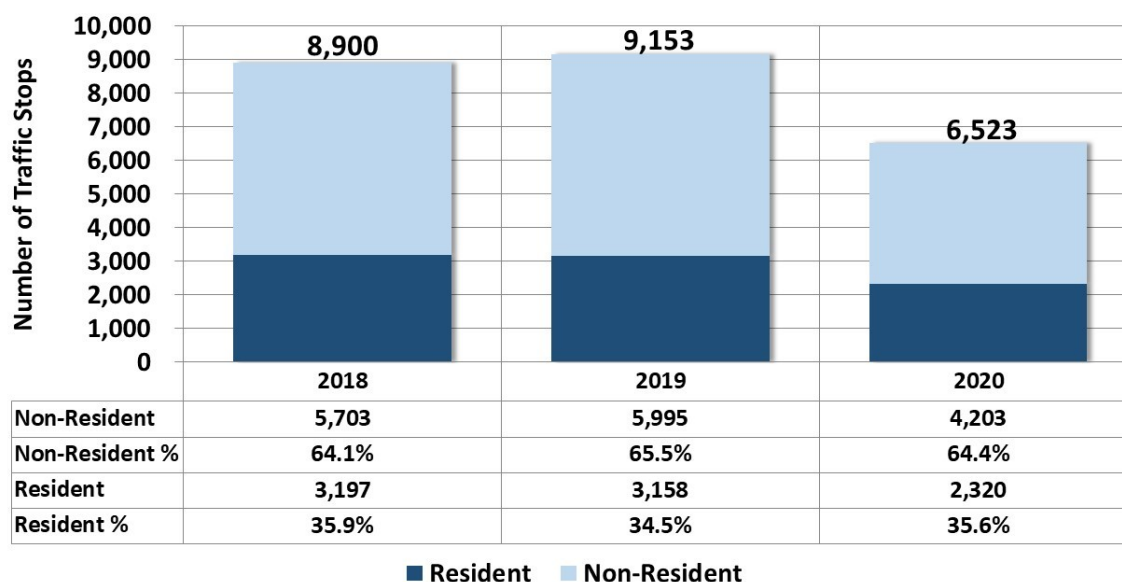
During 2020, victims were 80% female, 90% white, and 70% of the time either a girlfriend or a former girlfriend.

Fair and consistent traffic enforcement is one of the most significant tasks that a law enforcement agency can do to save lives and to prevent bodily and financial injury in its community. Our traffic specialists and patrol officers focused on enforcement, education, and accident reconstruction.

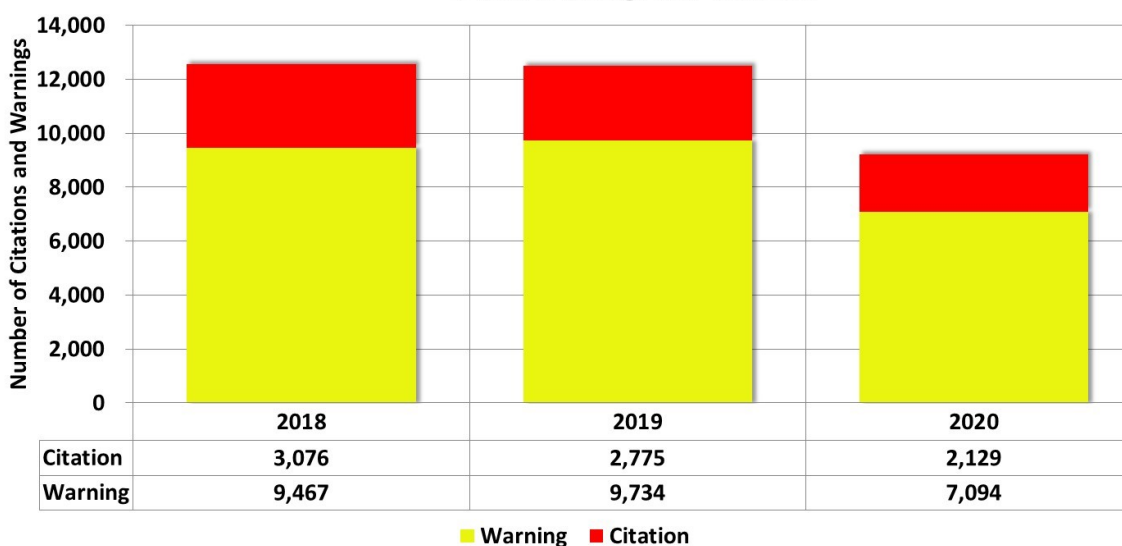
Officers conducted almost 30% fewer traffic stops but the composition of operator residency was consistent with prior years: non-residents were two thirds of all stops. It's typical for most communities' percentage of stops being non-residents operators, Biddeford has three factors that amplified the level of non-residents: 1) Biddeford has a Maine Turnpike exchange, 2) U.S. Route 1 flows through the heart of the community, and 3) Biddeford is the major institutional and commercial center of York County.

As with prior years, warnings issued were more than three times the number of citations issued.

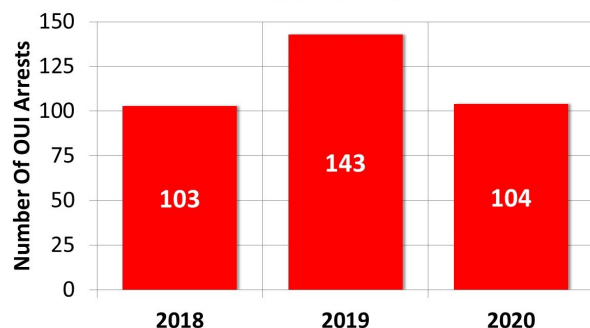
Traffic Stops



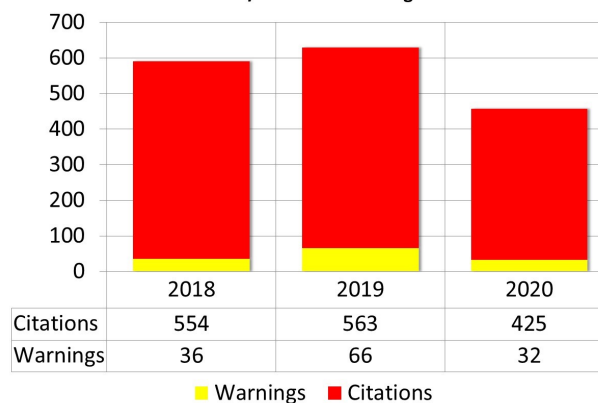
Traffic Warnings and Citations



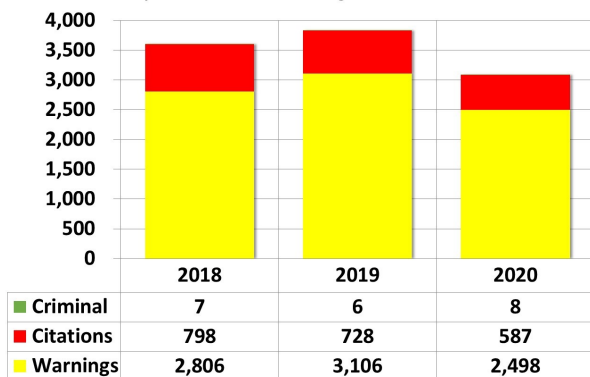
OUI Arrests



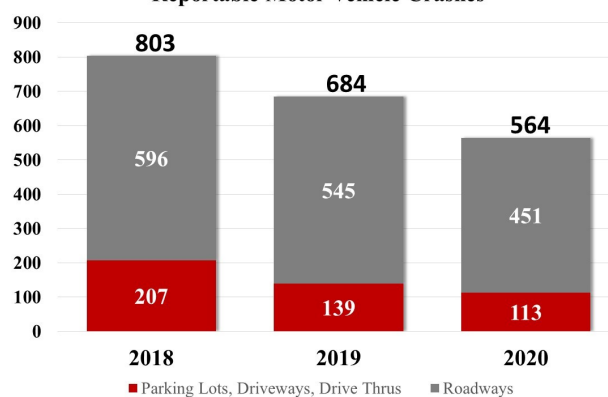
Seat Belt / Restraint Warnings and Citations



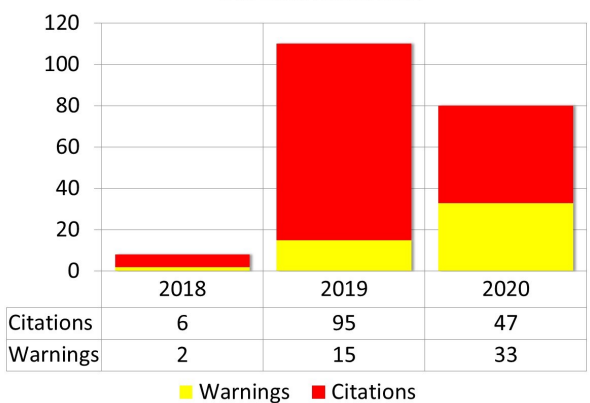
Speed Violations - Warnings and Citations



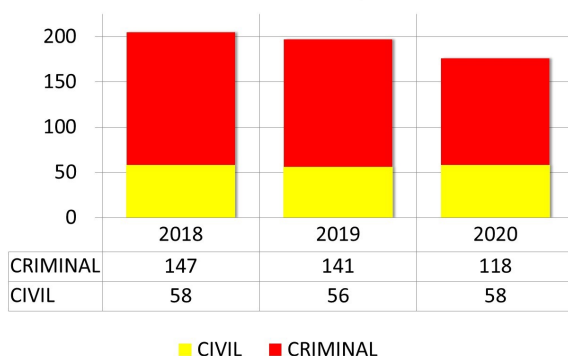
Reportable Motor Vehicle Crashes



TEXTING & HANDS FREE



OPERATING AFTER SUSPENSION / REVOCATION OF LICENSE

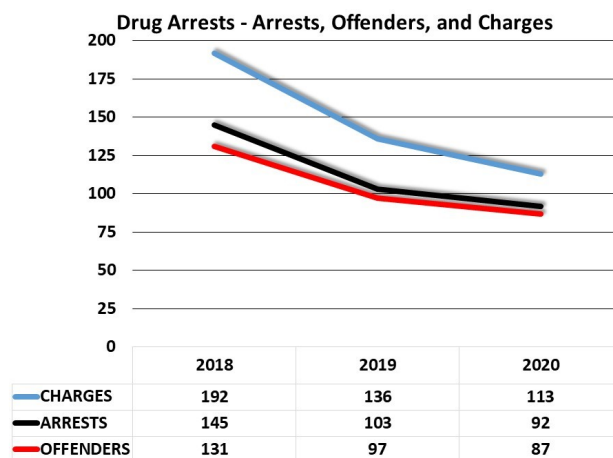
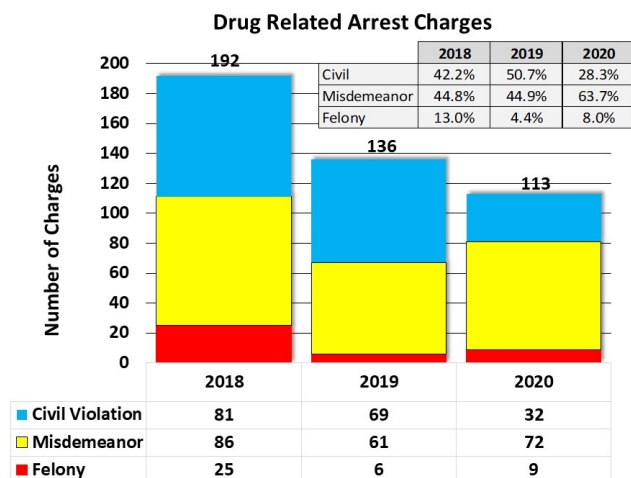


CRASH LOCATIONS		2018		2019		2020	
Lots, Driveways, Drive-Thrus	Biddeford Crossing	27	3.4%	23	3.4%	20	3.5%
	WalMart	13	1.6%	6	0.9%	12	2.1%
	Southern Maine Health Care	9	1.1%	9	1.3%	7	1.2%
	City Owned	19	2.4%	7	1.0%	7	1.2%
	Hannaford	12	1.5%	5	0.7%	7	1.2%
	Biddeford Gateway Center	4	0.5%	5	0.7%	5	0.9%
	University of New England	7	0.9%	5	0.7%	3	0.5%
	5 Points Plaza	6	0.7%	4	0.6%	3	0.5%
	Irving Station	3	0.4%	2	0.3%	3	0.5%
	School Department Owned	3	0.4%	2	0.3%	1	0.2%
	All Other	104	13.0%	71	10.4%	45	8.0%
Lots, Driveways, & Drive-Thrus		207	25.8%	139	20.3%	113	20.0%
Roadways & Streets	Alfred Street	157	19.6%	168	24.6%	112	19.9%
	Elm Street	113	14.1%	108	15.8%	74	13.1%
	Main Street	49	6.1%	42	6.1%	41	7.3%
	Pool Street	43	5.4%	37	5.4%	22	3.9%
	South Street	30	3.7%	23	3.4%	21	3.7%
	Hill Street	14	1.7%	19	2.8%	18	3.2%
	West Street	30	3.7%	14	2.0%	17	3.0%
	Jefferson Street	13	1.6%	10	1.5%	5	0.9%
	Boulder Way	4	0.5%	4	0.6%	4	0.7%
	May Street	4	0.5%	9	1.3%	0	0.0%
	All Other	139	17.3%	111	16.2%	137	24.3%
Roadways & Streets		596	74.2%	545	79.7%	451	80.0%
TOTAL CRASHES		803	100.0%	684	100.0%	564	100.0%

Drug related arrests made by BPD officers decreased by 10%, charges related to those arrests decreased by 17%, and the number of individuals arrested decreased 10%.

82 individuals were arrested once and five individuals were arrested twice during 2020 for drug offenses.

Two thirds of the charges were for misdemeanor offenses; prior to Maine's marijuana law changes, civil violations were typically two thirds of the charges.



2020 ARREST CHARGES	
ACQUIRING DRUGS BY DECEPTION	1
AGGRAVATED TRAFFICKING OF SCHEDULED DRUGS	4
UNLAWFUL POSSESSION FENTANYL POWDER, PRIORS	1
UNLAWFUL POSSESSION OF HEROIN, PRIORS	1
UNLAWFUL TRAFFICKING IN SCHEDULED DRUGS	2
TOTAL FELONY CHARGES	9

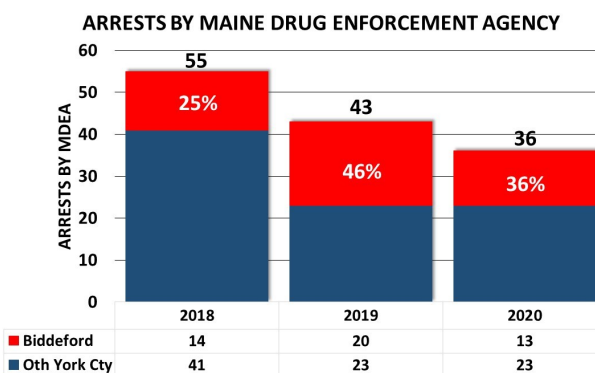
UNLAWFUL POSSESSION OF SCHEDULED DRUG	72
TOTAL MISDEMEANOR CHARGES	72

POSSESSION OF DRUG PARAPHERNALIA WITH INTENT TO USE	5
POSSESSION OF MARIJUANA BY PERSON UNDER 21	1
POSSESSION OF MARIJUANA UNDER 21 YRS OLD- UP TO 1.25 OZ	7
SALE/USE OF DRUG PARAPHERNALIA	19
TOTAL CIVIL VIOLATIONS	32

The Maine Drug Enforcement Agency's regional, multi-jurisdictional task forces lead the state's efforts to confront drug trafficking. The task forces are comprised of sworn officers who are assigned full time to the MDEA by their agencies.

Biddeford has three officers assigned to the York County MDEA task force; a Biddeford sergeant is the supervisor for York County.

36% of the York County arrests occurred in Biddeford and were Class A or Class B crimes.



2020 Maine Drug Enforcement Arrests			
	York County	Biddeford	%
Class A ¹	21	8	38.1%
Class B ²	11	5	45.5%
Class C ³	4	0	0.0%
Total Arrests	36	13	36.1%

1. Class A crime: a felony punishable by up to 30 years in prison and a \$50,000 fine.

2. Class B crime: a felony punishable by up to 10 years in prison and a \$20,000 fine.

3. Class C crime: a felony punishable by up to 5 years in prison and a \$5,000 fine.

2020 MDEA Drugs Seized			
	York County	Biddeford	%
Cocaine Base - grams	202.6	176.3	87.0%
Cocaine HCL - grams	1,331.2	1,111.0	83.5%
Fentanyl - grams	1,520.4	499.1	32.8%
Heroin - grams	0.6	0.6	100.0%
Meth - grams	182.3	0.0	0.0%

Officers used force during 59 incidents; engaging aggressive or resistant subjects. This was a 14% decrease from 2019 and was 23% lower than the average for the prior five years. Physical tactics and impacts accounted for 83% force used by officers. No firearms were discharged during 2020.

2020 saw a shift to more non-crime incidents (31 or 53%) than those resulting in an arrest. These non-crime incidents typically involved officers being dispatched to calls for threatened or attempted suicides, mental illness cases, welfare checks, assist EMS, drug overdoses, etc.

All 119 reports submitted by officers were processed through a three-tier review and were determined to be consistent with the department's policies and standard operating procedures.

The incidents involving arrests were 2.4% of all arrests; consistent with the prior year and the average for the five prior years.

One formal complaint regarding the use of physical tactics was made and after an internal review it was determined to be unsubstantiated (and the complainant did not pursue).

	2018	2019	2020
NUMBER OF INCIDENTS:			
Number of incidents involving arrests	50 62.5%	42 60.9%	28 47.5%
Number of incidents not involving arrests	30 37.5%	27 39.1%	31 52.5%
Number of incidents involving use of force	80 100.0%	69 100.0%	59 100.0%
NUMBER OF SUBJECTS:			
Number of subjects upon which force was used	71	71	61
Average number of incidents per subject	1.13	0.97	0.97
NUMBER OF REPORTS SUBMITTED:			
Number of reports submitted by officers	143	141	119
Number of reports inconsistent with policy	2	0	0
Inconsistent reports as % of total reports	1.4%	0.0%	0.0%
Number of officers reporting use of force	33	38	37
Average number of incidents per officer	2.42	1.82	1.59
Average number of reports per officer	4.33	3.71	3.22
FORCE USED BY TYPE:			
OC Spray	0 0.0%	0 0.0%	0 0.0%
Physical Tactics	122 78.7%	158 85.4%	145 81.0%
Impacts		2 1.1%	4 2.2%
BOLA Wrap			0 0.0%
Total CEW	14 9.0%	14 7.6%	18 10.1%
Firearm Displayed	19 12.3%	11 5.9%	12 6.7%
Firearm Discharged	0 0.0%	0 0.0%	0 0.0%
Total types of force used	155 100.0%	185 100.0%	179 100.0%
Force per Incident	1.9	2.7	3.0
Arrest Reports	1,852	1,746	1,160
Use of force incidents involving arrest	50	42	28
Incidents involving arrest per total arrest reports	2.7%	2.4%	2.4%
Complaints Received Regarding Use of Force	0	0	1

Based on the U.S. Census Bureau's American Community Survey (ACS) 2019 5-year estimate data Biddeford is slightly more diverse than the Metropolitan Statistical Area (MSA)¹ it is a part of. It is even slightly more diverse than Maine as a whole. Biddeford's mix is 90% white and 10% non-white.

Arguably, a community's demographics tend to differ from the motoring public traveling within and through it. This is true for Biddeford due to its Maine Turnpike exchange, U.S. Route 1 flowing through its heart, and it is the major institutional and commercial center of York County. Overall Traffic Stops have shown a small increase in the percentage of stops for non-white operators. Additionally, in 2020, about 65% of the 593 traffic stops that involved non-white operators occurred during the nighttime hours, when the 'veil of darkness' tends to mask the race of operators. Warnings and citations issued were in proportion to the traffic stop demographics.

DEMOGRAPHIC	TRAFFIC STOPS									
	% of all Stops			2018		2019		2020		
	2018	2019	2020	Daytime	Nighttime	Daytime	Nighttime	Daytime	Nighttime	
American Indian / Native Alaskan	0.0%	0.1%	0.1%	25.0%	75.0%	83.3%	16.7%	0.0%	100.0%	
Asian	1.2%	1.6%	1.2%	42.2%	57.8%	40.8%	59.2%	36.4%	63.6%	
Black / African American	3.6%	4.2%	4.8%	40.3%	59.7%	32.7%	67.3%	32.1%	67.9%	
Hispanic	0.9%	0.9%	1.2%	55.0%	45.0%	35.7%	64.3%	41.3%	58.8%	
Native Hawaiian or Other Pacific Islander	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	
Unknown / Multi-Race / Other	1.4%	1.9%	1.8%	49.6%	50.4%	43.8%	56.2%	41.5%	58.5%	
Non-White Sub-Total	7.2%	8.7%	9.1%	44.2%	55.8%	37.3%	62.7%	35.6%	64.4%	
White	92.8%	91.3%	90.9%	61.2%	38.8%	57.9%	42.1%	57.5%	42.5%	
TOTAL	100.0%	100.0%	100.0%	60.0%	40.0%	56.1%	43.9%	55.5%	44.5%	

TRAFFIC WARNINGS	2018	2019	2020	TRAFFIC CITATIONS	2018	2019	2020
American Indian / Native Alaskan	0.0%	0.0%	0.1%	American Indian / Native Alaskan	0.1%	0.1%	0.1%
Asian	1.2%	1.4%	1.3%	Asian	0.9%	1.2%	0.5%
Black / African American	3.5%	4.4%	4.7%	Black / African American	4.1%	4.0%	4.4%
Hispanic	0.7%	0.9%	1.2%	Hispanic	1.4%	0.8%	1.0%
Native Hawaiian or Other Pacific Islander	0.0%	0.0%	0.0%	Native Hawaiian or Other Pacific Islander	0.0%	0.0%	0.0%
Unknown / Multi-Race / Other	1.2%	1.7%	1.7%	Unknown / Multi-Race / Other	1.8%	1.8%	1.3%
White	93.3%	91.6%	91.0%	White	91.7%	92.0%	92.8%
TOTAL	100.0%	100.0%	100.0%	TOTAL	100.0%	100.0%	100.0%

Arrests by race, in 2020, were generally consistent with prior years' percentages. Non-white arrests were 10% and white arrests accounted for 90%. However, Black / African American arrests exhibited a higher percentage than the ACS data (in 2020, 6.8% of arrest charges vs. ACS of 3.0%).

The percentage of Black/African American arrests for assault, warrants, violation of conditions of release, violation of protection orders, and probation holds has been consistently and disproportionately higher (typically twelve percentage points) when compared to all races. This group of charges are for offenses where the victim was a person, or a warrant was issued for the offender's arrest, or the offender violated a condition or a protection established by a court or by probation.

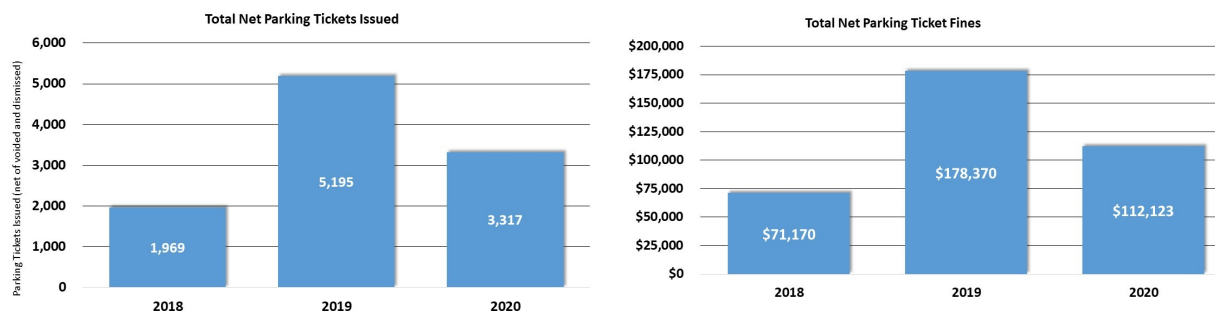
ARRESTS	2018	2019	2020	BLACK/AFRICAN AMERICAN	2018	2019	2020
American Indian / Native Alaskan	0.1%	0.1%	0.0%	Assault Charges	15.4%	15.7%	19.1%
Asian	0.5%	0.8%	0.9%	Warrants, VCR, VPO, Probation Charges	28.7%	28.4%	23.6%
Black / African American	5.1%	6.4%	6.6%	% of Total Black/African American Charges	44.1%	44.0%	42.7%
Hispanic	2.0%	1.8%	2.2%				
Native Hawaiian or Other Pacific Islander	0.1%	0.1%	0.1%	ALL RACES			
Unknown / Multi-Race / Other	0.2%	0.3%	0.5%	Assault Charges	13.0%	12.3%	12.2%
White	92.0%	90.6%	89.7%	Warrants, VCR, VPO, Probation Charges	15.0%	13.9%	18.1%
TOTAL	100.0%	100.0%	100.0%	% of All Race Charges	28.0%	26.1%	30.4%

Note: VCR = Violation of Conditions of Release, VPO = Violation of Protection Orders

Note1: The U.S. Office of Management and Budget (OMB) delineates Metropolitan statistical areas (MSA) as at least one urbanized area with a minimum population of 50,000. Metropolitan statistical area (MSA) is the formal definition of a region that consists of at least one city linked to surrounding communities by social and economic factors. Cumberland, Sagadahoc, and York Counties make up the Portland-South Portland-Biddeford MSA and it is comprised of 7 cities and 61 towns. The other four cities in the MSA are Bath, Saco, Sanford, and Westbrook. The ACS assumes Biddeford's population at 21,462, the MSA at 538,500, and the State at 1,344,212.

PARKING CONTROL

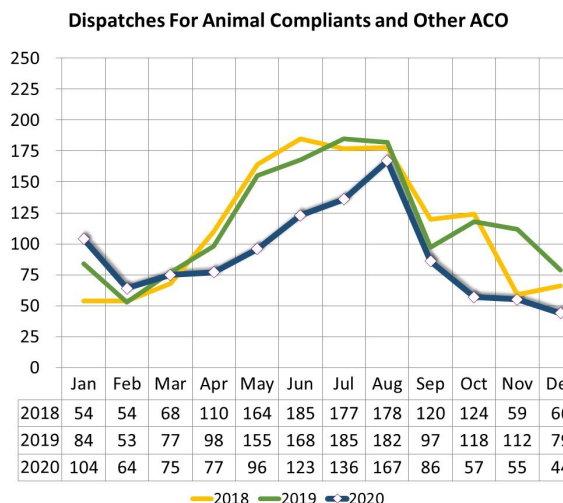
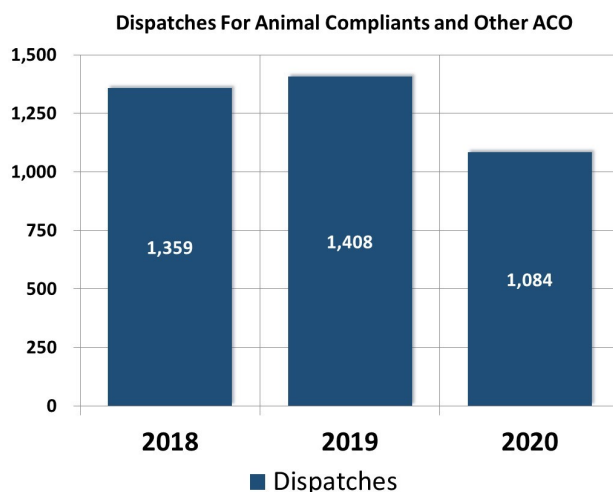
The volume of parking tickets issued was down 36% compared to 2019. As with many other statistics, the reduced volume of tickets issued resulted from lower public activity due to the pandemic as well as a temporary suspension of parking enforcement during a portion of 2020.



PARKING VIOLATIONS				TICKETS			FINES		
TYPE				2018	2019	2020	2018	2019	2020
BLOCKING DRIVEWAY				26	32	27	\$1,040	\$1,280	\$1,080
FAILURE TO PURCHASE PERMIT				176	2,445	650	\$8,800	\$85,815	\$23,601
DOUBLE PARKING				2	3	5	\$80	\$120	\$200
OCCUPYING 2 SPACES				0	0	0	\$0	\$0	\$0
OVERTIME & TIME LIMITED PARKING				407	781	910	\$10,175	\$19,330	\$22,932
PARKING FACING TRAFFIC				128	282	247	\$3,200	\$7,050	\$6,125
PARKING IN FIRE LANE				7	0	0	\$280	\$0	\$0
PARKING IN FRONT OF FIRE HYDRANT				18	24	25	\$720	\$960	\$1,000
PARKING IN LOADING ZONE				33	81	22	\$990	\$2,430	\$660
PARKING IN NO PARKING AREA / PERMIT ONLY				873	955	1,078	\$34,100	\$37,980	\$42,545
PARKING IN SNOW REMOVAL AREA				259	577	266	\$10,385	\$22,880	\$10,640
PARKING ON SIDEWALKS, CROSSWALK, DESIGNATED				40	15	87	\$1,400	\$525	\$3,340
GRAND TOTALS				1,969	5,195	3,317	\$71,170	\$178,370	\$112,123

Dispatches for Animal Complaints and other functions of Animal Control were 23% lower than 2019. The traditional late spring and fall spikes did not occur as a result of temporary policy changes.

ANIMAL CONTROL



Each year, law enforcement in general and our agency increasingly respond to calls for service that are not the enforcement of laws. 2020 was the first year where more than 50% of the incident reports completed by BPD officers were for non-crime incidents. Non-crime incident reports accounted for 53% of the total reports and in 2019 and 2018 they accounted for 47% and 48% respectively.

The following are some specific examples of non-criminal dispatches and incidents officers responded to during 2020:

- 222 dispatches were for mental illness cases
- 206 dispatches were in response to individuals threatening or attempting suicide
- 41 dispatches were in response to a resident's death
- 230 dispatches were to assist a member of the public, often due to disabled vehicles
- 275 dispatches were to check on homes and buildings, many for doors or windows left open
- 789 dispatches were in response to requests to check the welfare of individuals
- 289 dispatches were in response to civil issues, officers often defuse and de-escalate
- 420 dispatches were for lost or found property
- 117 dispatches were for missing persons
- 580 dispatches were to assist Fire and/or EMS personnel with their medical or fire calls
- 618 pounds of unwanted drugs were disposed of

On a regular basis, our dispatchers, officers, and staff members:

- Proactively follow-up with victims of domestic violence
- Conduct compliance checks on individuals due to conditions ordered by the courts
- Assist public works during snow bans
- Identify and address road hazards, missing signs, and traffic signal malfunctions
- Assist the public with installation of child car seats and obtaining seats if unaffordable
- Register and follow-up with sex offenders living in Biddeford
- Assist those in need of substance abuse help
- Assist landlords with Writs of Possession
- Monitor and address disorderly/nuisance properties
- Address incidents of E-911 misuse
- Help the public understand various processes such as obtaining protection orders
- Engage the public at schools, events, and non-enforcement activities to build relationships
- Physically deliver messages to the public; sometimes death notifications to family members
- Provide transportation for those needing or asking for crisis evaluation
- Assist DHHS with their cases



The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) (www.calea.org) was established by members of law enforcement in 1979. It issued the first accreditation award, based on national standards and best practices, in 1984. CALEA currently has two levels of law enforcement accreditation, basic (LE1) and advanced. The board is comprised of 21 commissioners who are police chiefs, county sheriffs, state and county directors of public safety, a city councilor, a city manager, a state senator, a state supreme court justice, and a college professor of criminal justice.

A CALEA accreditation means that an agency is managed by using a comprehensive, uniform written directive system and generates the necessary reporting and analysis to make fact-based and well informed decisions. An accredited agency uses best practice policies and procedures, adapted to what is best for the specific agency, and demonstrates a voluntary commitment to excellence in law enforcement. The agency has contingency and preparedness plans in place to address unusual incidents and events, whether they are the result of nature or man. Accreditation means that an agency is fundamentally doing what it says it does (minimizes any variation in the performance of duties) and it is verified by outside, independent assessors.

CALEA's specific goals are to: strengthen crime prevention and control capabilities, formalize essential management procedures, establish fair and non-discriminatory personnel practices, improve the quality and delivery of service, solidify interagency cooperation and coordination, and increase community and staff confidence in the agency.

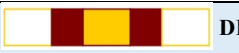
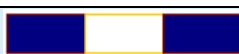
In 2016, our department with the approval of the city council, committed to achieving national accreditation (LE1) from CALEA. Typically, the process to obtain accreditation takes agencies 36 months to achieve. BPD achieved accreditation in two years; the formal assessment was conducted in April 2018 with no exceptions found or noted. Formal accreditation was awarded at the CALEA National Conference in Grand Rapids, Michigan in July 2018 and Biddeford became one of only five Maine agencies that are nationally accredited. We are one of only 485 municipal police departments who have earned national accreditation. At the end of 2020, there were 61 additional municipal agencies working toward accreditation.

The accreditation is a four year cycle. Each interim year, CALEA conducts compliance reviews to ensure agencies continue to operate based on the national standards. Biddeford has completed two annual compliance reviews with no exceptions found or noted. The next compliance review will be in the April/May 2021 time frame and the next formal accreditation assessment will occur in April 2022.

During the accreditation assessments and the annual compliance reviews, agencies must demonstrate that their policies and procedures comply with the most current standards. Additionally, agencies must provide physical proof that they follow their operating processes (prove they do what they say they do in their procedures). This requires agencies to gather documents, images, and videos for that proof.

Each year, Biddeford assembles proofs totaling approximately 700 documents, videos, and images for the compliance review.

EMPLOYEE COMMENDATIONS & AWARDS - 2020

	VALOR	VALOR
<i>Awarded to any sworn member of the Biddeford Police Department for an act that is deemed both distinguished and gallant. Such act shall be at some risk of personal injury and deemed extraordinarily beyond the call of duty. This act will be completely voluntary and the officer will be aware of the peril involved at the time of the incident.</i>		
Officer Edward B. Dexter Officer Jacob C. Wolterbeek		
	LIFE SAVING	LIFE SAVING
<i>Awarded to any member of the Biddeford Police Department who through exceptional means, takes an action that results in the saving of a human life.</i>		
Officer Scott M. Corey		
	BLUE SHIELD	BLUE SHIELD
<i>Awarded to any member of the Biddeford Police Department for an act, achievement, idea, or suggestion that demonstrates superior judgment, intelligence, or applied police knowledge and that results in an outstanding arrest, conviction and / or criminal investigation.</i>		
DV Investigator Adam T. Hubbard Officer Shawn P. LaBrecque Officer Derek F.R. McDonald		
	SPECIAL COMMENDATION	SPECIAL COMMENDATION
<i>Awarded to any member who performs an act or service that is deemed outstanding or highly beneficial to the agency or community.</i>		
Animal Control Officer Garth Russell		
	MERIT AWARD	MERIT AWARD
<i>Awarded to any member of the Biddeford Police Department for an accomplishment, idea, suggestion, or action that results in substantial cost savings for the Department or City as a whole.</i>		
Sergeant Steven T. Gorton Sergeant Philip A. Greenwood Facilities Manager Philip Ouellette Officer Ronald M. Phillips		
	DISTINGUISHED ACHIEVEMENT	DISTINGUISHED ACHIEVEMENT
<i>Granted to any member of the Biddeford Police Department in recognition for having received an award for the performance of a police duty by a civic group or a law enforcement agency, other than this Department.</i>		
Lieutenant Ricky P. Doyon Sergeant Philip A. Greenwood Officer Thomas D. Lapierre Lieutenant Normand V. Allaire		
	GOOD CONDUCT	GOOD CONDUCT
<i>Awarded to any member for noteworthy completion of five (5) years of police service without formal disciplinary action.</i>		
Officer Mitchell M. Bailey, Jr. Officer Elizabeth Coleman Sergeant Shara M. Guzelian Officer Scott R. LaBrecque Officer Derek F.R. McDonald Officer Michael C. Reali Corporal Andrew J. Shortill		
CERTIFICATE OF RECOGNITION		
<i>Awarded to any member for exceptional performance or for any performance required by a member's basic assignment deserving of recognition.</i>		
Officer Scott M. Corey Officer Kayla M. Reuss		

DISTINGUISHED TEAMWORK

The Distinguished Teamwork Award is awarded to recognize exemplary teamwork superior to what is normally expected. This award recognizes exceptional performance by a group of employees functioning as a team towards the completion of an assignment, investigation, call for service, task, etc. rather than as an individual effort.

Sergeant Randall R. Mederios
Sergeant Brian A. Mills
Dispatcher Sarah Mills
Officer Christopher Ouellette
Dispatcher Shawn T. Pendleton
Detective Jaimes A. Plamondon
Officer Matthew R. Rousseau
Officer Robert L. Simmons
Dispatcher Bethany K. Walker

CHIEF'S AWARD FOR EXCELLENCE

Awarded in recognition of outstanding work and personal dedication toward the successful completion of a major project or initiative.

Corporal Matthew D. Baldwin
Officer Scott M. Corey
Officer Thomas D. Lapierre
Facilities Manager Philip Ouellette

PERFECT ATTENDANCE

Lieutenant Normand V. Allaire
Sergeant William J. Buhelt
Corporal Anthony Ciampi
Officer Scott M. Corey
Lieutenant Ricky P. Doyon
Sergeant Philip A. Greenwood
Sergeant Shara M. Guzelian
Officer Shawn L. LaBrecque
Officer Thomas D. Lapierre
Dispatcher Ronald J. Legere II
Parking Control Andrew D. Martin
Officer Derek F.R. McDonald
Sergeant Brian A. Mills
Officer Derek L. Moore
Dispatcher Raelynn M. Moore
Dispatcher Lori A. Penney
Officer Michael C. Reali
Officer Kayla M. Reuss

OFFICER OF THE YEAR

The full time police officer chosen for this award consistently demonstrates outstanding police work.

Officer Scott M. Corey

INVESTIGATOR OF THE YEAR

The full time police officer chosen for this award consistently demonstrates outstanding investigative work.

Officer Thomas D. Lapierre

**CIVILIAN OF THE YEAR**

The civilian member who has consistently demonstrates outstanding work.

Facilities Manager Philip Ouellette

MEMBER RECOGNITION

City of Biddeford



Patrolman

Honore Dutremble

Biddeford Police Department

End of Watch: Friday, April 8, 1932

Patrolman Dutremble, age 40, was shot and killed after stopping a vehicle which had been stolen two days earlier in Portland, Maine. He served the citizens of Biddeford with courage, honor, and integrity. His name was engraved on the National Law Enforcement Memorial in Washington, DC to respect, honor, and remember his sacrifice to our community.

City of Biddeford



Patrolman

Joseph Goulet

Biddeford Police Department

End of Watch: Tuesday, June 15, 1920

Patrolman Goulet, age 50, succumbed to injuries sustained late the previous evening when struck by a vehicle on Main Street. He served the citizens of Biddeford with courage, honor, and integrity for five years. His name was engraved on the National Law Enforcement Memorial in Washington, DC to respect, honor, and remember his sacrifice to our community.

City of Biddeford



Patrolman

Jean C. Mondville

Biddeford Police Department

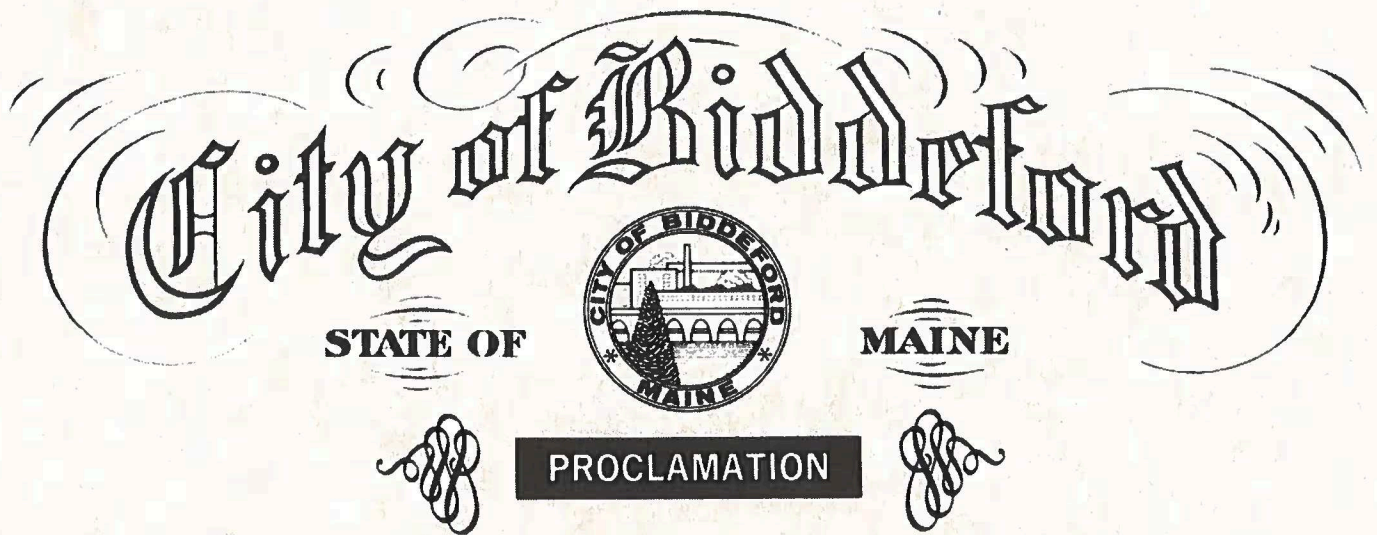
End of Watch: Saturday, October 29, 1966

Patrolman Mondville, age 61, suffered a fatal heart attack after responding to a fatal automobile accident on Route 9 in Biddeford. He served the citizens of Biddeford with courage, honor, and integrity for twenty-three years. His name was engraved on the National Law Enforcement Memorial in Washington, DC to respect, honor, and remember his sacrifice to our community.

**Courage
Honor
Integrity**



39 Alfred Street
Biddeford, ME 04005
biddefordmaine.org/police



Whereas Brain Awareness Week is the global campaign to foster public awareness about the progress of brain research; and

WHEREAS, every March, Brain Awareness Week partners imaginative and educational activities in communities to explore the wonders of the brain; and

WHEREAS, neurological diseases and conditions, such as chronic pain, Alzheimer's disease, Parkinson disease, epilepsy, alcohol and drug addiction, strokes and mood disorders cause enormous health, economic and social burdens to our local community, our state and around the world; and

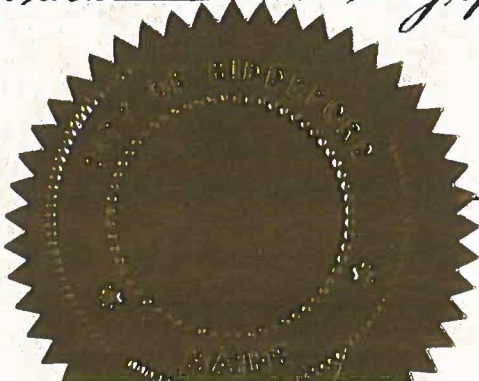
WHEREAS, Brain Awareness Week helps to recognize the importance of brain science in the treating neurological diseases and conditions, and improving the lives of our citizens; and

WHEREAS, through increased understanding of the complexities of the nervous system we can apply this knowledge to improve peoples' health, productivity and quality of life.

NOW THEREFORE, I, Alan Casavant, Mayor of the City of Biddeford, do hereby proclaim the week of **March 15 to 21, 2021 as Brain Awareness Week** in the City of Biddeford, and encourage all citizens to educate themselves about the wonders of the brain.

*In Witness Whereof, We, the undersigned, have herewith
affixed our signatures this 2nd day of March 2021*

Carmen J. Mori
City Clerk



Alan Casavant
Mayor

**SPECIAL COUNCIL MEETING
JOINT CITY COUNCIL AND SCHOOL COMMITTEE
FEBRUARY 16, 2021**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

Mayor Casavant called the meeting to order at 5:02 p.m.

Roll Call:

From the Council: William Emhiser, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Amy Clearwater, Norman Belanger, Michael Ready, Doris Ortiz, Marc Lessard

From the School Committee: Dominic Deschambault, Amy Grohman

Presentation: FY20 Audit Report

Parker Madden from Runyon Kersteen Ouellette, the City's outside auditors, presented the FY20 Audit Report. A copy of the FY20 Audit can be found at:

<https://www.biddefordmaine.org/3133/12204/Fiscal-Year-2020-Audit-Documents>

Motion by Councilor St. Cyr, seconded by Councilor Emhiser to adjourn.

Vote: Unanimous.

Time: 5:57 p.m.

Attest by: _____
Carmen J. Morris, City Clerk

**COUNCIL MEETING
FEBRUARY 16, 2021**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

Mayor Casavant called the meeting to order at 6:04 p.m.

Roll Call: William Emhiser, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Amy Clearwater, Norman Belanger, Michael Ready, Doris Ortiz, Marc Lessard

Adjustments to the Agenda:

- Remove Order 2021.18
- Add Order 2021.19 – Approval/Extension of Effective Date of Order 2021.1

Presentation: Community Garden at Rotary Park

Recreation Director, Carl Walsh presented. The Biddeford Community Gardens group, led by Holly Culloton, would like to create two garden areas at Rotary Park. This project is supported by the Recreation Commission. The group also plans to expand the community garden at Williams Court Park with additional raised beds. There is also a community garden located at Pierson's Lane. All three community gardens help to serve different areas of the City.

Update: Property Valuation

City Assessor, Nicholas Desjardins presented. Nick explained that the Assessor's Office works to: (1) focus on maintaining valuation equity throughout the City; (2) use quality rating, which is a statistical analysis used to measure equitability in assessments; and (3) abides by a Residential Study, which determines "Biddeford's Declared Certified Ratio," including single family and 2-4 unit properties. This ratio relates to the importance of State reimbursements to the City.

It was noted that the last citywide statistical evaluation was in 2014. The Council agrees that something needs to be done with the current evaluation sooner rather than later; however, the City must proceed cautiously and fairly for all Biddeford property owners.

Consideration of Minutes: February 2, 2021

Motion by Councilor McCurry, seconded by Councilor Lessard to accept the minutes as printed. Vote: Unanimous.

Orders of the Day:

2021.19 **IN BOARD OF CITY COUNCIL... FEBRUARY 16, 2021**
BE IT ORDERED, by the City Council of the City of Biddeford, Maine as follows:

WHEREAS, on January 19, 2021, the City Council after a second reading of Order No. 2021.1, adopted certain amendments to Part III (Land Development Regulations), Article II, Article V and Article VI; and

WHEREAS, on February 2, 2021, the City Council tabled Order No. 2021.16 proposing certain amendments to the City of Biddeford's Business Licensing Ordinance, Chapter 22 – Businesses; and

WHEREAS, the City Council desires to delay the effective date of Order No. 2021.1 until the City Council has had an opportunity to take final action on Order No. 2021.16.

IT IS HEREBY ORDERED, THEREFORE, that Order No. 2021.1 shall take effect immediately upon the City Council taking final action on Order No. 2021.16.

Motion by Councilor McCurry, seconded by Councilor Lessard to grant the order.

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

Councilors Emhiser, Quattrone, Clearwater, Belanger and Ortiz opposed.

Motion fails.

Appointments:

IN BOARD OF CITY COUNCIL..FEBRUARY 16, 2021

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

**Anne Nadzo
53 Harding Street
Ward 4**

to the *Downtown Development Commission*, replacing Stephanie Edwards, for a term to expire in December 2022.

Motion by Councilor Clearwater, seconded by Councilor Belanger to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 16, 2021

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

**Liam LaFountain
242 Elm Street
Ward 7**

to the *Recreation Commission*, for a term to expire in December 2026.

Motion by Councilor Belanger, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

Public Addressing the Council...(5 minute limit per speaker, 30 minute total time limit):
A few citizens addressed their comments and concerns to the Council.

There was no *City Manager Report*.

There was no *Other Business*.

Mayor Addressing the Council: Mayor Casavant reminded folks that this is Winter Week in Biddeford. Winter Week is taking the place of what is typically Winter Fest. Folks can go on the Heart of Biddeford website and access the link/app to participate in the Winter Week Scavenger Hunt.

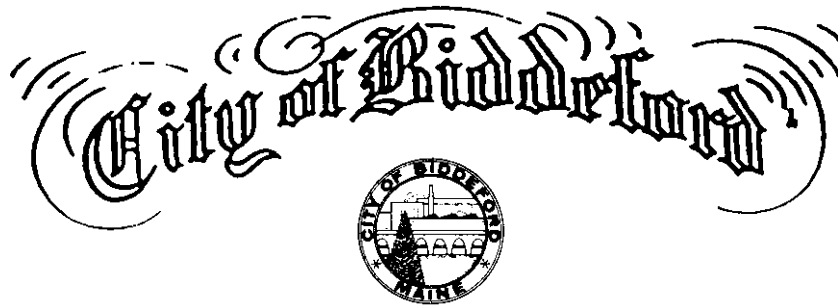
Executive Session: 1 MRSA 405(6)(C)...Real Estate Matter

Motion by Councilor McCurry, seconded by Councilor Lessard to move into Executive Session.
Vote: Unanimous. Time: 7:24 p.m.

Motion by Councilor Ready, seconded by Councilor Lessard to move out of Executive Session.
Vote: Unanimous. Time: 8:09 p.m.

Motion by Councilor Ready, seconded by Councilor McCurry to adjourn.
Vote: Unanimous. Time: 8:09 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2021.20

IN BOARD OF CITY COUNCIL..MARCH 2, 2021

BE IT ORDERED, that the City Council of the City of Biddeford does hereby endorse the MDOT Traffic Analysis and Movement Evaluation (TAME) Report for the Main, Hill and Water Street Intersection Improvement Project, as outlined in the March 2, 2021 Memo from the City Engineer.



CITY COUNCIL

Meeting Date: March 2, 2021

Meeting Time: 6:00 PM EST

Agenda Item No: 2021.20

Item Description: Endorsement of Traffic Analysis and Movement Evaluation (TAME) report from MDOT for the Main, Hill and Water Street Intersection Project

Submitted by: Tom Milligan City Engineer

Supporting Information/Documentation:

1. Council Memo
2. E-mail from MDOT Brian Keezar
3. MDOT Engineering Instruction Sheet
4. Project area map

Key Terms:

Traffic Analysis and Movement Evaluation (TAME)

Executive Summary:

The Maine Department of Transportation (MDOT) as part of their project assessment protocol looks at traffic going through a project construction site area. In those areas where there are expected to be large volumes of traffic, the MDOT rules require they produce a Traffic Analysis and Movement Evaluation (TAME) report.

Detailed Review:

The Maine Department of Transportation (MDOT) as part of their project assessment protocol looks at traffic going through a project construction site area. In those areas where there are expected to be large volumes of traffic, the MDOT rules require they produce a Traffic Analysis and Movement Evaluation (TAME) report. This report provides input on Management practices to be used during the project. This TAMEing report was shared with the City for our input. Based on the initial draft provided, staff suggested modifications and sent it back to MDOT for their review; the staff requested modifications were to change item 4 in Section 105 from "no work allowed starting at 6 pm on Saturday" to "no work allowed starting at 6 am on Saturday" in order to allow businesses to have ample parking to continue their operations on weekends. The contractor will be required to maintain 2-way traffic during weekday work hours. MDOT concurred with staff's recommendations and has issued a final TAMEing report. See latest e-mail from Brian Keezar MDOT.

Since the majority of the work for this project will be at the Water, Main and Hill intersection, minimal impacts can be generally expected on Main Street uphill (southerly) from this primary work area, except when paving operations occur.

Please find attached the initial TAMEing report e-mail and the modified version that will be placed in the MDOT bid specification set as Special Provisions Section 105.

The MDOT process requires that the City endorse the TAMEing report. We are attaching for your information the MDOT engineering instruction sheet that they use as a guideline for preparing a Traffic Analysis and Movement Evaluation TAME.

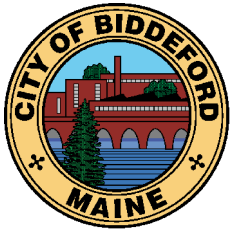
If you have any questions, please let us know.

Funding Source:

The project has already been funded thru PACTS/MDOT funds and City match.

Staff Recommendation:

Staff respectfully recommends the Council endorse this TAME plan



City of Biddeford, Maine

City of Biddeford

Public Works Department / Engineering Division
P.O. Box 586 • 205 Main Street, Suite 301
Biddeford, ME 04005
Phone: (207) 284-9118 • Fax: (207) 571-0662

March, 2, 2021

To: **City Council**

From: Thomas Milligan, PE, City Engineer

Cc: Alan Casavant, Mayor; Jim Bennett, City Manager; John McCurry, Council President; Jeff Demers, Director of Public Works; Brian Phinney, Chief Operating Officer

Re: Council endorsement of the MDOT Traffic Analysis and Management Evaluation (TAME) document for the Main, Hill, and Water Street Intersection Project

The Maine Department of Transportation (MDOT) as part of their project assessment protocol looks at traffic going through a project construction site area. In those areas where there are expected to be large volumes of traffic, the MDOT rules require they produce a Traffic Analysis and Movement Evaluation (TAME) report.

The Maine Department of Transportation (MDOT) as part of their project assessment protocol looks at traffic going through a project construction site area. In those areas where there are expected to be large volumes of traffic, the MDOT rules require they produce a Traffic Analysis and Movement Evaluation (TAME) report. This report provides input on Management practices to be used during the project. This TAMEing report was shared with the City for our input. Based on the initial draft provided, staff suggested modifications and sent it back to MDOT for their review; the staff requested modifications were to change item 4 in Section 105 from "no work allowed starting at 6 pm on Saturday" to "no work allowed starting at 6 am on Saturday" in order to allow businesses to have ample parking to continue their operations on weekends. The contractor will be required to maintain 2-way traffic during weekday work hours. MDOT concurred with staff's

recommendations and has issued a final TAMEing report. See latest e-mail from Brian Keezar MDOT.

Since the majority of the work for this project will be at the Water, Main and Hill intersection, minimal impacts can be generally expected on Main Street uphill (southerly) from this primary work area, except when paving operations occur.

Please find attached the initial TAMEing report e-mail and the modified version that will be placed in the MDOT bid specification set as Special Provisions Section 105.

The MDOT process requires that the City endorse the TAMEing report. We are attaching for your information the MDOT engineering instruction sheet that they use as a guideline for preparing a Traffic Analysis and Movement Evaluation TAME.

If you have any questions, please let us know.

Funding Source:

The project has already been funded thru PACTS/MDOT funds and City match.

Staff Recommendation:

Staff respectfully recommends the Council endorse this TAME plan

Milligan, Tom

From: Keezer, Brian <Brian.Keezer@maine.gov>
Sent: Thursday, January 14, 2021 10:16 AM
To: Milligan, Tom
Cc: Demers, Jeff; Grande, Anthony; Flynn, Ethan; Hanks, Dana
Subject: RE: Biddeford 18574.00 Work Restrictions
Attachments: SP 105 LIMITATIONS OF OPERATION.doc

Final

Tom,

We received preliminary approval of the attached restrictions. The Committee was fine with extending the no work hours to 6:00 a.m. starting on Saturday as you requested. Please let me know when you have agreement on these so we can finalize this spec. Let me know if you have any questions.
Thanks - Brian

Brian Keezer, P.E.
Multimodal Project Manager

MaineDOT
16 State House Station
Augusta, ME 04333-0016
Tel.: (207) 624-3612
Fax: (207) 624-3101

From: Milligan, Tom <Tom.Milligan@Biddefordmaine.org>
Sent: Tuesday, January 12, 2021 3:54 PM
To: Keezer, Brian <Brian.Keezer@maine.gov>
Cc: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>; Grande, Anthony <Agrande@VHB.com>; Flynn, Ethan <EFlynn@VHB.com>
Subject: RE: Biddeford 18574.00 Work Restrictions

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I can

From: Keezer, Brian [mailto:Brian.Keezer@maine.gov]
Sent: Tuesday, January 12, 2021 3:13 PM
To: Milligan, Tom <Tom.Milligan@Biddefordmaine.org>

Cc: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>; Grande, Anthony <Agrande@VHB.com>; Flynn, Ethan <EFlynn@VHB.com>
Subject: RE: Biddeford 18574.00 Work Restrictions

Tom,

Thanks for the quick response. We're going to present that to the TAMEing Committee on Thursday and get their feedback and hopefully preliminary approval. Then I'm assuming you're going to take that to the Council?

Thanks - Brian

Brian Keezer, P.E.
Multimodal Project Manager

MaineDOT
16 State House Station
Augusta, ME 04333-0016
Tel.: (207) 624-3612
Fax: (207) 624-3101

From: Milligan, Tom <Tom.Milligan@Biddefordmaine.org>

Sent: Monday, January 11, 2021 10:12 AM

To: Keezer, Brian <Brian.Keezer@maine.gov>

Cc: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>; Grande, Anthony <Agrande@VHB.com>; Flynn, Ethan <EFlynn@VHB.com>

Subject: RE: Biddeford 18574.00 Work Restrictions

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Brian

We would request that the item no. 4 be changed to 6 am on Saturday rather than 6 pm as written.

Tom

From: Keezer, Brian [<mailto:Brian.Keezer@maine.gov>]

Sent: Thursday, January 7, 2021 5:03 PM

To: Milligan, Tom <Tom.Milligan@Biddefordmaine.org>

Cc: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>; Grande, Anthony <Agrande@VHB.com>; Flynn, Ethan <EFlynn@VHB.com>

Subject: Biddeford 18574.00 Work Restrictions

Tom,

I've attached a draft copy of the proposed work restrictions. We based this off the traffic volumes and wanted to get the City's take on it before we finalize things. This would basically require any work that would require any lane closures to be done at night. However, if the Contractor had the room to shift travel lanes over and maintain the same number of lanes, they could then work during the day. Let me know what you think or if you have any questions. I still have to take this to our TAMEing committee to get final sign off so if you could get the review wrapped up by say the end of February, that would work for me.

Thanks - Brian

Brian Keezer, P.E.
Multimodal Project Manager

MaineDOT
16 State House Station
Augusta, ME 04333-0016
Tel.: (207) 624-3612
Fax: (207) 624-3101

The contents of this e-mail message and any attachments are confidential and are intended solely for addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender by reply e-mail or phone and delete this message and its attachments, if any.

Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

SPECIAL PROVISION
SECTION 105
GENERAL SCOPE OF WORK
(Limitations of Operations)

1. The current number of full width lanes must be maintained between the hours of 6:30 a.m. and 7:30 p.m. Monday through Friday.
2. Daytime shoulder closures are allowed as long as lane width is not reduced.
3. Access to businesses will remain open at all times.
4. No work allowed starting at 6:00 a.m. on Saturday through 8:00 p.m. on Sunday.



MaineDOT

ENGINEERING INSTRUCTION

Title: Traffic Analysis and Movement Evaluation
Policy

Number: TE1

Discipline: Traffic Engineering

Originator: Kenneth L. Sweeney, P.E.,
Chief Engineer

Issue Date: April 2, 2010

Approved By: Kenneth L. Sweeney, P.E.,
Chief Engineer

Background: Over the years there have been several initiatives to globally and project specifically manage traffic impacts on construction and maintenance projects. Our short construction season, increases in traffic volumes, economic dependence on the system smoothly operating, and emphasis on customer service has led to a need to formalize a policy and establish a business practice to minimize traffic impacts and system inefficiencies due to construction and maintenance operations.

Applicability: This policy applies to all projects in the Biennial Work Plan (UTIP) that will have traffic flow impacts during construction.

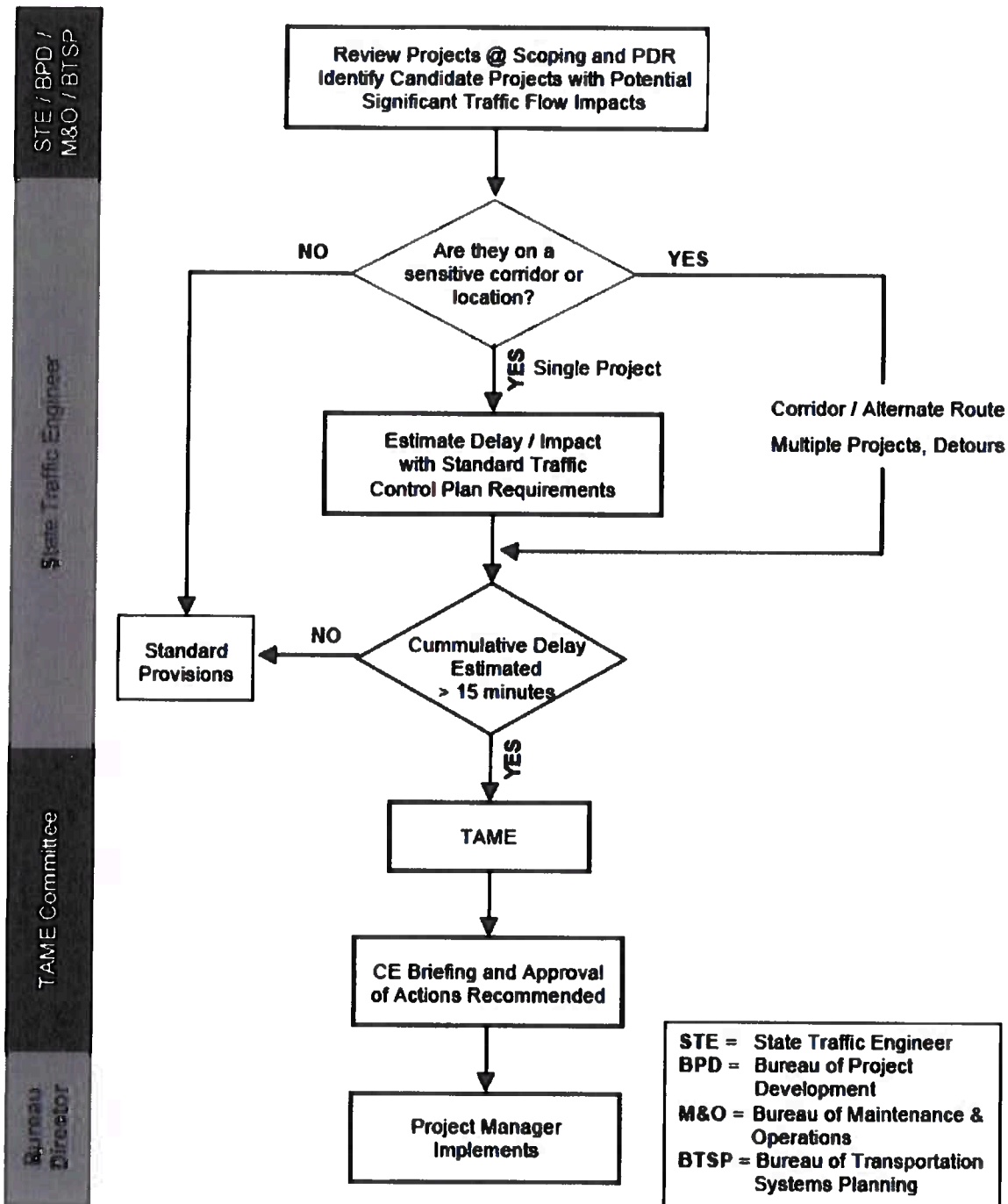
Policy: Construction projects or other events that will significantly impact traffic flow on sensitive corridors or locations will be referred to the TAME Committee for analysis and recommendation. The approved actions will be documented in the project file and implemented by the Project Manager by contract, or by the Region Traffic Engineer for projects accomplished with Department forces. Reference attached process flow chart.

Responsibility:

Chief of Bureau of Transportation Systems Planning
Director of Project Development
Director of Maintenance and Operations
TAME Committee

Standing Members of TAME Committee:
State Traffic Engineer – Chair
Work Zone Safety Engineer
Communications Office

TRAFFIC ANALYSIS AND MOVEMENT EVALUATION PROCESS (TAME)



Milligan, Tom

From: Keezer, Brian <Brian.Keezer@maine.gov>
Sent: Thursday, January 7, 2021 5:03 PM
To: Milligan, Tom
Cc: Demers, Jeff; Grande, Anthony; Flynn, Ethan
Subject: Biddeford 18574.00 Work Restrictions
Attachments: SP 105 LIMITATIONS OF OPERATION.doc

originally proposed

Tom,

I've attached a draft copy of the proposed work restrictions. We based this off the traffic volumes and wanted to get the City's take on it before we finalize things. This would basically require any work that would require any lane closures to be done at night. However, if the Contractor had the room to shift travel lanes over and maintain the same number of lanes, they could then work during the day. Let me know what you think or if you have any questions. I still have to take this to our TAMEing committee to get final sign off so if you could get the review wrapped up by say the end of February, that would work for me.

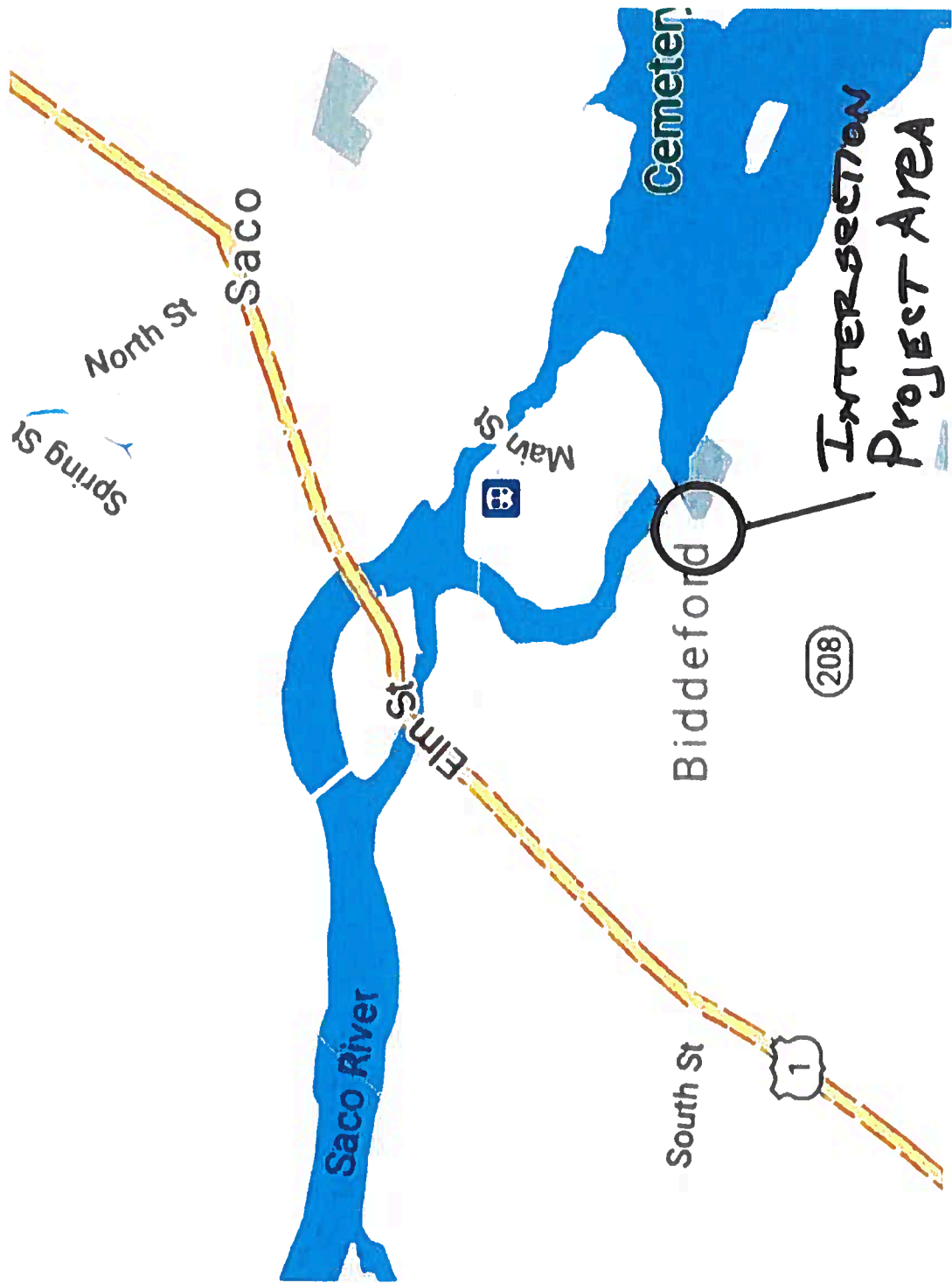
Thanks - Brian

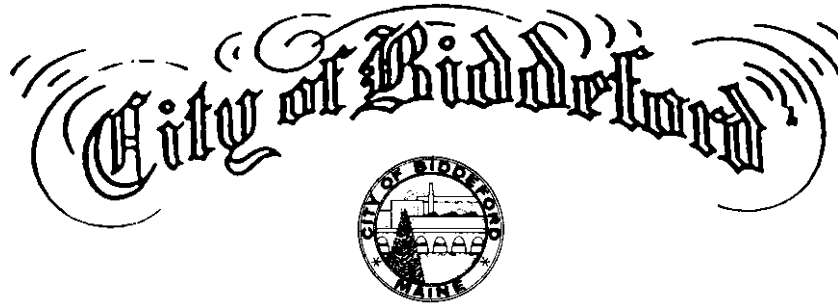
Brian Keezer, P.E.
Multimodal Project Manager

MaineDOT
16 State House Station
Augusta, ME 04333-0016
Tel.: (207) 624-3612
Fax: (207) 624-3101

SPECIAL PROVISION
SECTION 105
GENERAL SCOPE OF WORK
(Limitations of Operations)

1. The current number of full width lanes must be maintained between the hours of 6:30 a.m. and 7:30 p.m.
2. Daytime shoulder closures are allowed as long as lane width is not reduced.
3. Access to businesses will remain open at all times.
4. No work allowed starting at 6:00 p.m. on Saturday through 8:00 p.m. on Sunday.





2021.21 **IN BOARD OF CITY COUNCIL..MARCH 2, 2021**
BE IT ORDERED, that the City Council of the City of Biddeford resolves that:

1. The City Manager, James A. Bennett is authorized and approved to submit a grant application for the reconstruction of Pearl Street to:
 - a. Economic Development Administration (EDA or the Agency), U.S. Department of Commerce (DOC)
 - b. Funding Opportunity Title: FY2020 Public Works and Economic Adjustment Assistance) Notice of Funding Opportunity
 - c. Funding Opportunity Number: PWEAA2020
 - d. Catalog of Federal Domestic Assistance (CFDA) Numbers: 11.300, Investments for Public Works and Economic Development Facilities and 11.307, Economic Adjustment Assistance
2. The City Manager, James A. Bennett, is the city's Authorized Representative for the purposes of the project;
3. The City is the lawful owner of Pearl Street and commits to the operation and maintenance of all improvements proposed in the project;
4. The necessary matching funds of \$1.156,015 are available and committed to the Pearl Street project, and are not otherwise encumbered;
5. The Planning and Development Director, Mathew Eddy (or his assignee), is the authorized point person responsible for surveying project beneficiaries at the 3, 6 and 9 year points in order to comply with Government Performance and Results Act of 1993 reporting requirements.



Biddeford City Council

Meeting Date: March 2, 2020

Meeting Time: 6:00

Agenda Item No: 6.b.

Item Description: 2021.21) Approval/Submission of Grant Application and Commitment of Funds to Pearl Street Economic Development Administration (EDA) Grant - Resolution to Except EDA Grant-Pearl Street

Submitted by: Mathew Eddy

Supporting Information/Documentation:

EDA Grant Preliminary Competitive Selection Notification: See Attachment 1

Order 2021.21 - Resolution/Council Order

Key Terms:

N/A

Executive Summary:

The City has been notified that the EDA Public Facilities Grant application to assist in the reconstruction of Pearl Street has been selected for further consideration and will now be processed for final consideration by the EDA Review Committee. EDA has pledged up to \$1,156,015 in funding (50% of the estimated cost) towards the Pearl Street project. The EDA requires a resolution stating certain items, including our match commitment as part of the final selection/review process. The Council Order addresses the required resolution language.

Detailed Review:

The City applied for an EDA grant in early fall of 2019, initially requesting an 80/20 match. The EDA determined that the City was not eligible for the 80/20 match and asked us to submit a second time, but for only a 50% match. We recently received initial approval for that grant (see Attachment 1).

City Staff worked with Sewell to create the engineering design for the project, which EDA accepted as final engineering (important, because we were anticipating one more step in engineering which would have required a bid process after award adding between 60-90 days to the project). After award, once we complete the necessary environmental reviews (all paperwork has been submitted as part of the application support documents) we will be able to bid the project.

The resolution (2021.21) outlines our commitments to the project. Funding is described below. If awarded, we will need to certify at 3, 6, and 9 years that the beneficiaries of the project will meet the job production we anticipated. This will include jobs created at Riverdam (in place, this

summer), Lincoln Mill (in place with completion of the restaurant), and jobs associated with the Pearl Street Riverfront District (Brady/Eng a.k.a. BEFitler). Because of immediate production gains, most of our job creation projections will be met by the end of this fiscal year.

A special thanks to Sewell, City Staff, and Christine Ohman, who lead this grant application effort.

Funding Source:

The City has funds available to meet the match requirements. While these designations may alter as we move towards project implementation, we identify the following sources for funding:

1. Paving Account:	\$250,000
2. CSO Account:	\$ 50,000
3. Rt.111/Downtown TIF Fund	\$856,015
Total:	\$1,156,015

We propose to cash flow the debt of \$856,015 over 4+ years at approximately \$214,000 per year. The TIF account has adequate funding currently and the TIF revenue base is projected to grow.

Staff Recommendation:

Approval of the resolution

Attachment 1: Initial Grant Offer

UNITED STATES DEPARTMENT OF COMMERCE Economic Development Administration Robert N.
C. Nix Federal Building 900 Market Street, Room 602 Philadelphia, PA 19107

In reply refer to:

EDA Control No. 116629

February 17, 2021

Mr. James Bennett, City Manager

City of Biddeford

205 Main Street

Biddeford, ME 04005

Dear Mr. Bennett:

The U.S. Economic Development Administration (EDA) is pleased to inform the City of Biddeford that your application for assistance with the construction of roadway and utility improvements on Pearl Street has been selected through EDA's competitive application review process for further consideration for funding. Please note that this notification of further consideration is intended to inform you of EDA's competitive preliminary selection of your project for this funding cycle but does not guarantee final approval or legally bind EDA to make an award. Subject to availability of funds, the proposed project, estimated to cost \$2,312,030, will be considered for \$1,156,015 in EDA funding under the Public Works program, authorized under section 201 of the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. section 3121 *et seq.*).

If you would like EDA to further consider your application, you must provide:

1. Acknowledgement. Within 3 business days of the date of this letter, notify EDA via email or letter that you, the applicant, agree to provide EDA the information requested by the deadline stated in item 2 of this letter and acknowledge and accept the terms and conditions of EDA's further consideration as stated in item 2.
2. Additional Information. Provide the following information by February 26, 2021:
 - a. Update and confirmation of the availability of all required matching funds;
 - b. Contact information for the person who will be responsible for reporting jobs and private investment impact at the 3-, 6-, and 9-year periods, and a mechanism to track private beneficiary jobs and investment data in order to comply with EDA reporting requirements under the Government Performance and Reporting Act (GPRA);
 - c. A revised budget that moves the allocations for Architectural & Engineering and Project Inspection to Contingencies, and the allocation for Site Work and Demolition and Removal to the Construction Line Item;

- d. Sign off letters from the State Historic Preservation Office and U.S. Fish & Wildlife;
- e. Letters of support for the project from all current owners of underground electric, telephone, broadband and other utilities impacted by the project;
- f. A letter from the State of Maine certifying that the combined sewer overflow pipe improvements are mandated, as described in the application;
- g. A resolution passed by the City Council approving the submittal of the EDA application and designating City Manager James Bennett as the City's authorized representative for the purposes of this project; and
- h. An updated letter stating that the matching funds are available, committed to the project and not otherwise encumbered.
- i. Confirmation of ownership, operation and maintenance of all improvements proposed on the project.

The information requested above will supplement your application and enable EDA to proceed with processing your application. Failure to meet this deadline, or the submission of incorrect or incomplete information, will jeopardize approval of your application. If you cannot meet this deadline, please advise Alan Brigham, Economic Development Representative for Maine, as soon as possible.

Upon receipt, EDA will assess the information provided. EDA's assessment of this information may result in a determination that:

1. No additional information is necessary;
2. Additional information is required, because the submission is incomplete, inaccurate, or otherwise unacceptable to EDA, and the applicant(s) must revise the submission before EDA will consider processing the application further; or
3. EDA will discontinue considering your application for funding, because the information submitted does not present a project that complies with applicable law or EDA's regulations or policies.

Your organization must comply with EDA's regulations (see 13 C.F.R. chapter III at http://www.eda.gov/pdf/EDAs_regs-13_CFR_Chapter_III.pdf) as well as the Notice of Funding Opportunity *FY 2020 Public Works and Economic Adjustment Assistance Notice of Funding Opportunity (FY20 PWEAA NOFO)*, which was published May 7, 2020 (available at www.grants.gov).

Final approval of an award is conditioned upon EDA's assessment of the additional information requested, project feasibility, funding priorities, and the availability of funds for obligation.

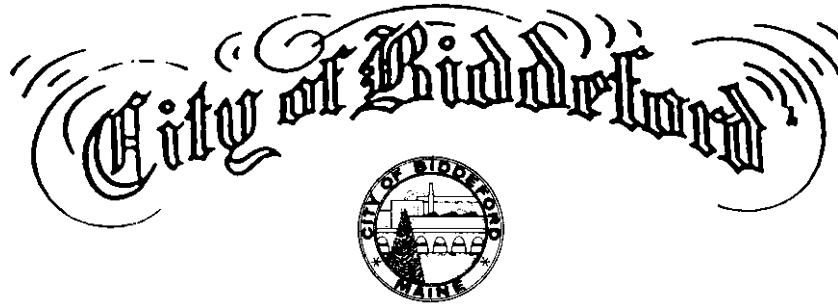
UNITED STATES DEPARTMENT OF COMMERCE Economic Development Administration Robert N. C.
Nix Federal Building 900 Market Street, Room 602 Philadelphia, PA 19107

EDA's mission is to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. Please do not hesitate to contact Alan Brigham at 215-316-2965 or ABrigham@eda.gov, if you have questions regarding the requested information or status of your application.

Sincerely,

Linda Cruz-Carnall, Director

Philadelphia Regional Office



2021.22

IN BOARD OF CITY COUNCIL..MARCH 2, 2021

BE IT ORDERED, that the City Council of the City of Biddeford does hereby authorize the City Manager, or his designee, to enter into a Voluntary Compliance Agreement with the Housing and Urban Development Office of Fair Housing and Equal Opportunity.



Biddeford City Council

Meeting Date: March 2, 2021

Meeting Time: 6:00

Agenda Item No: 2021.22

**Item Description: VOLUNTARY COMPLIANCE AGREEMENT-
HUD**

Submitted by: Mathew Eddy

Supporting Information/Documentation:

Attachment 1: Compliance Agreement

Key Terms:

HUD: Housing and Urban Development

Section 504 of the Rehabilitation Act of 1973: Section 504

prohibits discrimination against people with disabilities in programs that receive federal financial assistance. [Section 504, Rehabilitation Act of 1973 | U.S. Department of Labor \(dol.gov\)](#)

Title II of the Americans with Disabilities Act of 1990: The federal law that addresses a qualified individual with a disability. The term qualified individual with a disability means an individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity. [Americans with Disabilities Act of 1990, Title II Subpart A | U.S. Department of Labor \(dol.gov\)](#)

Executive Summary:

The HUD Office of Fair Housing and Equal Opportunity(FHEO) has asked the City to enter into a voluntary compliance order to conduct an assessment of all community facilities, particularly those involving federal funding and specifically those with CDBG funds (presently our subrecipients include Meals on Wheels, Seeds of Hope, and APEX) for disability issues. The compliance decree request grew out of actions related to the redevelopment of 73 Bacon Street.

Detailed Review:

73 Bacon Street fell out of compliance with FHEO Section 504 standards when the Housing Authority entered into a lease agreement to permit Alternative Pathways to utilize the second floor of the structure. The space

was critical for what is a growing and important youth education program supported by the Biddeford School Department. Accessibility access was not required for the two housing units originally proposed; the Alternative Pathway offices on the second floor changed that determination. That change triggered a review by FHEO that resulted in this voluntary compliance decree. The following actions are expected (the full decree is included in Attachment 1):

1. By April 5, 2021, the City shall submit for the Department's review, a Program Accessibility Plan for the property located at 73 Bacon Street to achieve accessibility for individuals with disabilities. This will be completed on time, the final step being a review of a lift option by the Maine State Historic Preservation Office (the building is on the National Register of Historic Places) that is now underway.
2. By July 7, 2021, the City shall appoint a Section 504/ADA Coordinator, provide that individual's name, and contact information to the Department.
3. By November 4, 2021, the City shall conduct a Section 504 Accessibility Self-Assessment of its programs, services, and activities to determine if they are readily useable and accessible to individuals with disabilities. The self-assessment should include a needs assessment and transition plan. A copy of the self-assessment shall be provided to the Department within thirty (30) days of its completion. The Department shall provide the City with its comments within thirty (30) days of receipt of the self-assessment. The City shall incorporate any comments on the self-assessment received from the Department within ten (10) days of receipt or confer with the Department to address any comments or concerns in a mutually agreeable manner.
4. By May 11, 2021, the City shall submit to the Department for review and approval a copy of the City's Section 504 and ADA Grievance Policy.
5. By April 5, 2021, the City shall submit to the Department for review a copy of the City's policy and/or procedure for monitoring subrecipients' compliance with Section 504 and the ADA. This is currently being addressed in the CDBG Rules and Procedures Manual (now in its final review with the HUD CDBG office).

Items 1, 4, and 5 are in process presently and will meet the deadline dates. The city will set in motion items 2 and 3; we asked FHEO to tie the beginning of the "assessment", including identifying a Section 504 officer, to the beginning of the fiscal year.

We will be conducting an initial review of programs, services and activities to better understand the need for professional consulting services. The initial review will focus on the CDBG subrecipients. However, Section 504 and Title II of the Disabilities Act, in particular, can apply to any community facility or where any use of federal funding is applied.

If we determine that a consultant review is appropriate, we will return to City Council.

Funding Source: none at this time

Staff Recommendation: Enter into the Agreement

Council Order:

2020.--- IN BOARD OF CITY COUNCIL, March 2, 2021 Be it ORDERED that the Biddeford City Council enter into a Voluntary Compliance Agreement with the Housing and Urban Development Office of Fair Housing and Equal Opportunity.

Attachment 1: Compliance Agreement

UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

VOLUNTARY COMPLIANCE AGREEMENT

UNDER

Section 504 of the Rehabilitation Act of 1973

Title II of the Americans with Disabilities Act of 1990

Between

The United States Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity

And

City of Biddeford, Maine

Approved by the FHEO Regional Director on behalf of the United States Department of Housing
and Urban Development

HUD CASE NUMBERS:

01-20-R001-4

01-20-R001-D

I. Introduction

The U.S. Department of Housing and Urban Development (“Department”) conducted a compliance review under Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 of the City of Biddeford, Maine (“City”). The City is a current recipient of Departmental funds from the Department’s Office of Community Planning and Development.

The City’s programs that are Federally funded projects are subject to Federal civil rights laws and regulations, including but not limited to Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, and implementing regulations at 24 C.F.R. Part 8 (“Section 504”); and Title II of the Americans with Disabilities Act, 42 U.S.C. §§ 12131 – 12134, and implementing regulations at 28 C.F.R. pt. 35 (“ADA”). Compliance with these nondiscrimination requirements is a condition of the City’s receipt of Federal financial assistance from the Department. In accordance with 24 C.F.R. § 85.1 and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, the City also must, among other things, monitor and ensure that its subrecipients are informed about and comply with requirements imposed by Federal statutes and regulations.

Prior to the issuance of a Letter of Findings the Department sought informal resolution of the review through a Voluntary Compliance Agreement (Agreement) and the City agreed. In order to resolve HUD Case Numbers 01-20-R001-4 and 01-20-R001-D, the City agrees to provide the relief specified herein.

II. General Provisions

6. This Agreement is binding upon all of the officers, trustees, directors, agents, employees, heirs, successors and assigns of the City and the Department, when acting in their official capacities on behalf of either the City or the Department.
7. This Agreement does not in any way limit or restrict the Department’s authority to investigate any complaints against recipients made pursuant to Section 504, the ADA or any other authority within the Department’s jurisdiction.
8. The City’s failure to meet the terms of the Agreement will be considered a breach of the Agreement.
9. No amendment to, modification of, or waiver of any provision of this Agreement shall be effective unless all the following conditions are met: (a) all signatories to the Agreement are notified in advance of the proposed amendment, modification, or

waiver; (b) the amendment, modification, or waiver is in writing; and (c) the amendment, modification, or waiver is approved and signed by the Office of Fair Housing and Equal Opportunity, Region 1 Director, or her assigns. Any such amendment, modification, or waiver shall be effective only in the specific instance and for the specific purpose for which given.

10. The Agreement does not increase or diminish the ability of any person or class of persons to exercise their rights under Section 504, the ADA, or the Fair Housing Act. This Agreement does not create any private right of action for any person or class of persons not a party to this Agreement.
11. Upon execution, this Agreement is a public document. A copy of this Agreement shall be made available to any person for their review in accordance with the law.
12. For the purposes of this Agreement, if the reporting day falls on a weekend or a federal holiday, the report will be due the first business day after the weekend or holiday.
13. This Agreement does not supersede, or in any manner change the right, obligations, and responsibilities of the parties under any and all court orders, or settlements of other controversies involving compliance with Federal or State civil rights statutes.

III. Specific Provisions

14. By April 5, 2021, the City shall submit for the Department's review, a Program Accessibility Plan for the property located at 73 Bacon Street to achieve accessibility for individuals with disabilities. The Department will provide the City with its comments and approval within thirty (30) days of receipt of the Program Accessibility Plan. The City shall incorporate any comments on the Plan received from the Department within ten (10) days of receipt or confer with the Department to address any comments or concerns in a mutually agreeable manner. The Program Accessibility Plan shall include:
 - a. Identification of specific elements to be made accessible.
 - b. A timetable for completing all required modifications, not to exceed 1 year for completion of work.
 - c. The City must demonstrate completion of the required modifications of 73 Bacon Street within 1 year of the Plan approval.

- d. If the City determines that accessibility cannot be achieved for a particular element due to structural impracticability and/or an undue financial and administrative burden, then the City shall submit a detailed description and supporting information, for the Department's review and approval, regarding the structural impracticability and/or undue financial and administrative burden.
 - e. If the City determines that accessibility cannot be achieved for a particular element due to historic preservation requirements, the City shall submit a detailed description and supporting information, including documentation of the State Historic Preservation's determination of the threat to the historic significance the proposed modification would cause.
15. By July 7, 2021, the City shall appoint a Section 504/ADA Coordinator and provide that individual's name and contact information to the Department. Should the Section 504/ADA Coordinator resign or otherwise become unable to perform the duties and responsibilities of the position, the City shall advise the Department of the name and contact information of the person designated as interim Section 504/ADA Coordinator within fourteen (14) days. The City shall advise the Department of the name and contact information of the permanent Section 504/ADA Coordinator within thirty (30) days after designation.
16. By November 4, 2021, the City shall conduct a Section 504 Accessibility Self-Assessment of its programs, services, and activities to determine if they are readily useable and accessible to individuals with disabilities. The self-assessment should include a needs assessment and transition plan. A copy of the self-assessment shall be provided to the Department within thirty (30) days of its completion. The Department shall provide the City with its comments within thirty (30) days of receipt of the self-assessment. The City shall incorporate any comments on the self-assessment received from the Department within ten (10) days of receipt or confer with the Department to address any comments or concerns in a mutually agreeable manner.
17. By May 11, 2021, the City shall submit to the Department for review and approval a copy of the City's Section 504 and ADA Grievance Policy. The Department shall provide the City with its comments within thirty (30) days of receipt of the Policy. The City shall incorporate any comments on the Policy received from the Department within ten (10) days of receipt or confer with the Department to address any comments or concerns in a mutually agreeable manner.
18. By April 5, 2021, the City shall submit to the Department for review a copy of the City's policy and/or procedure for monitoring subrecipients compliance with Section 504 and the ADA. The Department shall provide the City with its comments within

thirty (30) days of receipt of the Policy. The City shall incorporate any comments on the Policy received from the Department within ten (10) days of receipt or confer with the Department to address any comments or concerns in a mutually agreeable manner.

IV. Term of the Agreement

19. The effective date of this Agreement is the date of the last signature on the signature page. This Agreement shall govern the conduct of the Parties for a period of 3 years from the effective date of this Agreement or until such time all provisions have been completed, whichever is later.

V. Reporting and Recordkeeping

20. The City shall submit an Agreement Implementation Report (“Report”) on a quarterly basis that identifies all actions taken to implement the Agreement. The first Report will be due on June 1st, 2021. Thereafter, Reports will be due every September 1st, December 1st, March 1st, and June 1st every year for the duration of the Agreement. The Reports shall contain, at a minimum:

- a. details of the City’s progress in complying with the provisions of this Agreement,
- b. a report of any actions taken by the City to hold subrecipients accountable when issues of non-compliance are identified,
- c. any updates to the policy and/or procedures for monitoring subrecipients,
- d. a detailed description of any grievances the City has received related to 504 or the ADA.

21. The required reports and documentation of compliance must be submitted electronically to Susan Forward, FHEO Region 1 Director at susan.m.forward@hud.gov and Kristen Barry, Program Compliance Branch Chief at kristen.c.barry@hud.gov with a hard copy, upon separate request, to:

Susan M. Forward, Region I Director
Office of Fair Housing and Equal Opportunity
Thomas P. O’Neill, Jr. Federal Building
10 Causeway Street, Room 321
Boston, MA 02222-1092

VI. Implementation, Monitoring, And Enforcement

22. The Department will monitor compliance with this Agreement, which may include, but is not limited to, reviewing of quarterly reports, interviewing of the City's staff, subrecipients, and beneficiaries, and examining of documents. By this Agreement the City assures full cooperation with the monitoring review undertaken by the Department.
23. The Department will determine if the City has complied with the terms of this Agreement. The City retains any due process or other rights to review or appeal the Department's determination. It is understood that no conditions in this Agreement, however, will limit or restrict the Department's legal rights to enforce the laws and regulations of Section 504 or the ADA.
24. Upon a finding of material non-compliance, the Department will provide the City with a written statement specifying the facts of the alleged material noncompliance and a reasonable opportunity to resolve or cure the alleged material noncompliance including an opportunity to meet and provide evidence supporting compliance. If after the above process, the City has not satisfactorily resolved the claims of material non-compliance, the Department may take any statutory, administrative, or regulatory remedy available to the Department to resolve the outstanding findings of noncompliance.
25. Failure by the Department to enforce this entire Agreement or any provision in the Agreement with regard to any deadline or any other provision herein shall not be construed as a waiver of its right to do so with regard to other deadlines and provisions of the Agreement. Furthermore, failure by the Department to enforce this entire Agreement or any provision thereof shall not be contrasted as a waiver of any obligation of the City under this Agreement.

Signatures on the page to follow.

VII. Signatures

CITY OF BIDDEFORD:

James Bennett

Date

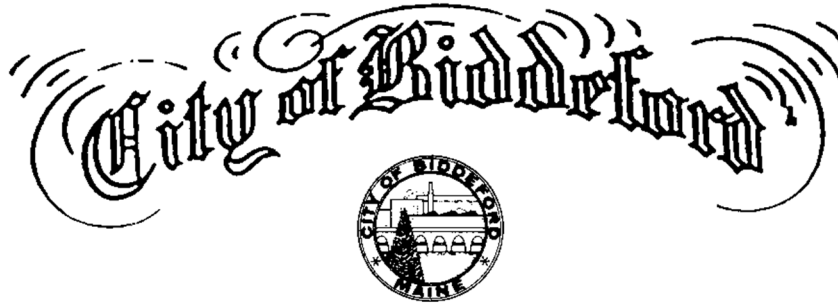
Print Name: James Bennett

Print Title: City Manager

FOR THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT:

Susan M. Forward
Regional Director, Region 1
Office of Fair Housing and Equal Opportunity

Date



IN BOARD OF CITY COUNCIL...MARCH 2, 2021
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Ari Brandstein
6 Buckleys Court
Ward 2

to the *Board of Assessment Review*, for a term to expire in December 2025.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 12/2/2020

Name: Ari Brandstein

Street Address: 6 Buckleys Court
Biddeford, Maine 04005

Mailing Address:
(if different) _____

Phone Number(s): 413-636-2608

Email Address: Aribrandstein@gmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|---|
| ☐ • Airport Commission | ☐ • Harbor Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Historic Preservation Commission |
| ☒ • Biddeford Housing Authority | ☐ • Planning Board |
| ☒ • Biddeford Police Advisory Committee | ☒ • Policy Committee |
| ☒ • Board of Assessment Review | ☐ • Project Canopy Committee |
| ☐ • Cable T.V. Committee | ☐ • Recreation Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Solid Waste Management Commission |
| ☒ • Downtown Development Commission | ☐ • Wastewater Management Commission |
| ☐ • Economic Improvement Commission | ☒ • Zoning Board of Appeals |

CITY OF BIDDEFORD Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

My experience serving on any Public Boards, Commissions or Committees is limited. I have just recently finished my graduate program and work full time so my free time was recently very consumed. While in school, I was a member of a training committee in the Commonwealth of Massachusetts Judicial Branch for transgender education which was led by the Chief Judge of the Family and Probate Court in 2018. This year, I have been placed on the committee in the Maine Judicial Branch to create policy on the resumption of evictions and small claim cases in Maine courts.

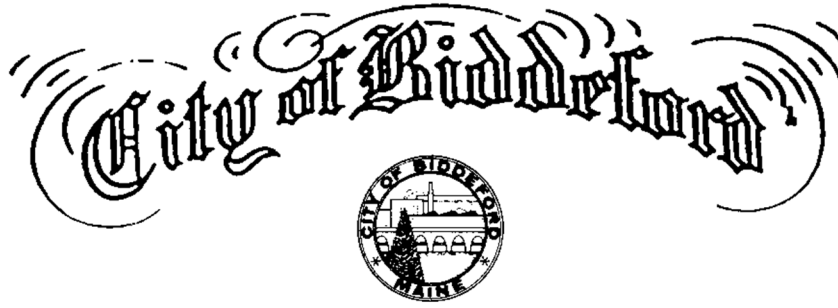
Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I am requesting to serve on either the Police Advisory Committee or the Downtown Development Commission, as they have vacancies. I have also selected the Biddeford Housing Authority or the Policy Committee as well should an opening come up. I have added the Board of Assessment Review and the Zoning Board of Appeals. I hold a Bachelor's degree in Political Science and a Master's in Public Policy. I have work in the Judicial Branch in Massachusetts and in Maine in a supervisory capacity. Besides my educational experience of studying the creation, implementation, and enforcement of policy, I also hold career experience working in a government setting. The roles I play in my current position are to uphold and follow very direct government policy while promoting equal access to justice for all citizens and businesses in Maine.

Please provide a brief statement describing your interest in serving the City of Biddeford.

My interest in serving on a committee for Biddeford is two-fold. Very simply and to start, I want to do it for experience and an opportunity to learn more about how smaller city government operates. The second reason is because I care about my community. My wife and I spent two years looking for homes and communities to start our family. We lived with my mother until we could find the perfect place. Ultimately, we chose Biddeford because of the growth we are seeing. I have a fierce passion to advocate and work hard for the community I live in. I have seen how much Biddeford has changes and I also see how much more Biddeford can change. I want to be a part of this. I think my passion and skills would help while serving as a citizen member of a board/committee.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL... MARCH 2, 2021
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Ari Brandstein
6 Buckleys Court
Ward 2

to the *Zoning Board of Appeals*, as an Associate Member, for a term to expire in
December 2024.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: 12/2/2020

Name: Ari Brandstein

Street Address: 6 Buckleys Court
Biddeford, Maine 04005

Mailing Address:
(if different) _____

Phone Number(s): 413-636-2608

Email Address: Aribrandstein@gmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|---|
| ☐ • Airport Commission | ☐ • Harbor Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Historic Preservation Commission |
| ☒ • Biddeford Housing Authority | ☐ • Planning Board |
| ☒ • Biddeford Police Advisory Committee | ☒ • Policy Committee |
| ☒ • Board of Assessment Review | ☐ • Project Canopy Committee |
| ☐ • Cable T.V. Committee | ☐ • Recreation Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Solid Waste Management Commission |
| ☒ • Downtown Development Commission | ☐ • Wastewater Management Commission |
| ☐ • Economic Improvement Commission | ☒ • Zoning Board of Appeals |

CITY OF BIDDEFORD Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

My experience serving on any Public Boards, Commissions or Committees is limited. I have just recently finished my graduate program and work full time so my free time was recently very consumed. While in school, I was a member of a training committee in the Commonwealth of Massachusetts Judicial Branch for transgender education which was led by the Chief Judge of the Family and Probate Court in 2018. This year, I have been placed on the committee in the Maine Judicial Branch to create policy on the resumption of evictions and small claim cases in Maine courts.

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I am requesting to serve on either the Police Advisory Committee or the Downtown Development Commission, as they have vacancies. I have also selected the Biddeford Housing Authority or the Policy Committee as well should an opening come up. I have added the Board of Assessment Review and the Zoning Board of Appeals. I hold a Bachelor's degree in Political Science and a Master's in Public Policy. I have work in the Judicial Branch in Massachusetts and in Maine in a supervisory capacity. Besides my educational experience of studying the creation, implementation, and enforcement of policy, I also hold career experience working in a government setting. The roles I play in my current position are to uphold and follow very direct government policy while promoting equal access to justice for all citizens and businesses in Maine.

Please provide a brief statement describing your interest in serving the City of Biddeford.

My interest in serving on a committee for Biddeford is two-fold. Very simply and to start, I want to do it for experience and an opportunity to learn more about how smaller city government operates. The second reason is because I care about my community. My wife and I spent two years looking for homes and communities to start our family. We lived with my mother until we could find the perfect place. Ultimately, we chose Biddeford because of the growth we are seeing. I have a fierce passion to advocate and work hard for the community I live in. I have seen how much Biddeford has changes and I also see how much more Biddeford can change. I want to be a part of this. I think my passion and skills would help while serving as a citizen member of a board/committee.

Attach any additional information to this application and return it to the City Clerk's Office.