

City of Biddeford
City Council
January 21, 2020 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Presentations:**
 - 4.a. Special Event Application: WinterFest 2020
[1-21-2020 WinterFest Special Event Application.pdf](#)
 - 4.b. Special Event Application: LaKermesse Festival
[1-21-2020 LaKermesse Special Event Application.pdf](#)
 - 4.c. Biddeford-Saco-Old Orchard Beach Transit
[1-21-2020 ShuttleBus Presentation-Scavuzzo.pptx](#)
- 5. Consideration of Minutes:**
 - 5.a. January 7, 2020 Council Meeting Minutes
[1-07-2020 Council Meeting Minutes.docx](#)
- 6. Orders of the Day:**
 - 6.a. 2020.5) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-90.1-No parking during special events/Remove certain streets from this section
[1-21-2020 ORDER - Special Event Parking-repeal parts of Sec 42-90.1.](#)
[1-21-2020 Agenda Brief - Special Event Parking](#)
 - 6.b. 2020.6) Amendment/Ch. 70, Utilities/Art. II-Wastewater System/Division 4. Use Regulations; and Art. III-Wastewater System Capacity Management/Various Amendments
[1-21-2020 ORDER - Utilities-Wastewater System-various amendments](#)
[1-21-2020 Agenda Brief - Amendments to Chapter 70](#)
 - 6.c. 2020.4) REMOVE FROM TABLE: 2020.4) Approval/FY21 Proposed Budget Calendar
[1-07-2020 FY21 Proposed Budget Calendar-ORDER.doc](#)
[1-21-2020 Proposed FY21 Bidget Calendar-Revised.docx](#)
 - 6.d. 2020.7) Authorization/Appropriation of Funds for Summer Weekly Music Events in Mechanics Park
[1-21-2020 ORDER - Music in Mechanics Park Funding](#)
 - 6.e. 2020.8) Approval/Senior Property Tax and Rent Assistance Refund Program
[1-21-2020 ORDER - Amend Chapter 2 - Senior Property Tax and Rent Assistance Refund Program](#)
[1-21-2020 Agenda Brief 6.e. - Senior Property Tax and Rent Assistance Rebate Program](#)
 - 6.f. 2020.9) Consideration/Stormwater Management Easement Request for York Judicial Center/Gorrill Palmer
[1-21-2020 ORDER - York Judicial Center Stormwater Easementuse Stormwater Easement - Order.docx](#)

[1-21-2020 Agenda Brief 6.f. - York Judicial Center Request for Easement](#)
[1-21-2020 York Judicial Center Stormwater Easement Request-Gorrill Palmer.pdf](#)
[1-21-2020 York Judicial Center-Pre and Post Layout.pdf](#)

6.g. Committee-of-the-Whole: Discussion on Marijuana Ordinances/Policies

7. Appointments:

7.a. Daniel Lessard...Solid Waste Management Commission

[1-21-2020 Appt-Lessard-SWMC.docx](#)

[1-21-2020 Comm App-Lessard-SWMC.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. Adjourn

APPLICATION NUMBER: 20-01-016

**INDEMNIFICATION AND RELEASE PROVISIONS
CITY OF BIDDEFORD SPECIAL EVENT PERMIT**

A. In consideration for being permitted to use the facilities and/or rights-of-way of the City of Biddeford, (hereinafter "City"), Heart of Biddeford
(insert name of person/entity seeking permission to use facilities and/or right-of-way, hereinafter "Applicant") agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity on account of damage, loss, or injury, including without limitation claims arising from property loss, or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities and/or rights-of-way, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that in the event of damage, loss or injury to the facilities or to any property or equipment therein or to the City rights-of-way, the City may deduct from any damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will promptly reimburse the City for all costs associated therewith upon billing by the City.

C. In addition, in consideration for being permitted or allowed to use the facilities and/or right-of-way, Applicant on behalf of itself and its officers, employees, members, and participants, hereby expressly exempts and releases the City, its officers, employees, insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability claims and demands result from the act, omission, negligence, or other fault on the part of the City, its officer, or its employees, or from any other cause whatsoever.

D. In addition, Heart of Biddeford has furnished and attached two copies of certificates of insurance with the City of Biddeford named as an additional insured in the amount of \$400,000 unless a greater amount is warranted.


Signature of Applicant

1/2/20
Date

Delilah Paupore
Printed Name of Applicant

APPLICATION NUMBER: _____

CITY OF BIDDEFORD
SPECIAL EVENT APPLICATION

City of Biddeford
P.O. Box 586
Biddeford, ME 04005

Name of Event Winter Fest Location of Event Adams Street
Date of Event: Thurs. Jan 30 Start Time daytime Finish Time early Sunday morn
- Sunday, Feb. 2

Detailed and specific description of Event (attached separate sheet if necessary)

Annual winter fest Sledding Event on Adams Street,
in conjunction with construction volunteers
from New Life Church

Also, sledding event Friday night from 6-7:30pm
Feb. 1st

Estimated # of Participants _____ Estimated Attendance 500

Type of Event:

☒ Festival/Fair With Alcohol: Yes: _____ ** No: X

☐ Race/Walk/Bike Ride

☐ Concert

☐ Parade/March

☐ Other – Please Specify: The event requires a day or two
to set up on Adams Street.

**** NOTE:** If alcohol is being sold, a Separate License must be obtained through application
at City Clerk's Office, and must be approved by the City Council.

What impact will this have upon the surrounding neighborhood? (Noise, Traffic, etc.) Please
explain:

Lack of parking on Adams Street. Closure
of South Street behind city hall for
snow golf

APPLICATION NUMBER: _____

Describe the means by which the neighborhood (residents and businesses) will be notified of this event and its public hearing:

Posters. Announcement at City Council,
Poster in school folders.

Organization (Applicant) Information

Name of Organization or Name of Applicant if NOT an Organization

Heart of Biddeford

Physical Address: 205 Main St, Suite 103 Biddeford

Mailing Address: Same

Business Telephone 284 8520 Fax NA E-mail office@heartofbiddeford.org

Income Tax Exempt: Yes: _____ No: _____ Tax Exempt Number: _____

Contact Person/Event Coordinator

Name & Address

Delilah Poupore

Telephone 284 8520 Cellular 251 5693 E-Mail director@heartofbiddeford.org

Relationship Organization: Director

General Service Questions

Department of Public Works

Is the use of barricades necessary/requested for this event? yes

If yes, number needed 15

Will it be necessary to cover street and/or parking signs for this event? yes If yes, please note on diagram.

What is your plan for cleanup and debris disposal for this event?

New life removes all snow. We'll ensure trash goes
into trash cans

Is any other Public Works assistance anticipated?

same as past years, including 3 trash cans

Parks and Recreation Department

APPLICATION NUMBER: _____

Will this event take place in a Public Right of Way, Public Way, City Park or athletic field? yes

If yes, where

Adams Street + South Street

Will tenting/staging be utilized for this event? no If yes, what is your plan to repair any damage caused by stakes, tie-downs, etc?

Any Parks and Recreation assistance required?

Fire Department

Will the Fire Department have access to all sites in the event of an emergency?

yes

Will any fire hydrants be obstructed? no Will you have access to E 9-1-1?

yes

Will you have First Aid or medical staff present?

If fire dept brings truck.

***** If First aid or Medical Staff is needed, The Biddeford Fire Department can provide for a fee. Please Contact the Biddeford Fire Department at 207-282-6632 for details.*****

Police Department

Is traffic control necessary for this event? no If yes, who will provide it?

Is crowd control necessary for this event? no If yes, who will provide it?

Other

All vendors *must* obtain proper licenses/permits from the City Clerk's office (284-9307).

APPLICATION NUMBER: _____

Indemnification agreement/insurance certificate must be attached to this application at the time of submission. Site Plan Sketch may be accompanied by a separate map, if necessary.

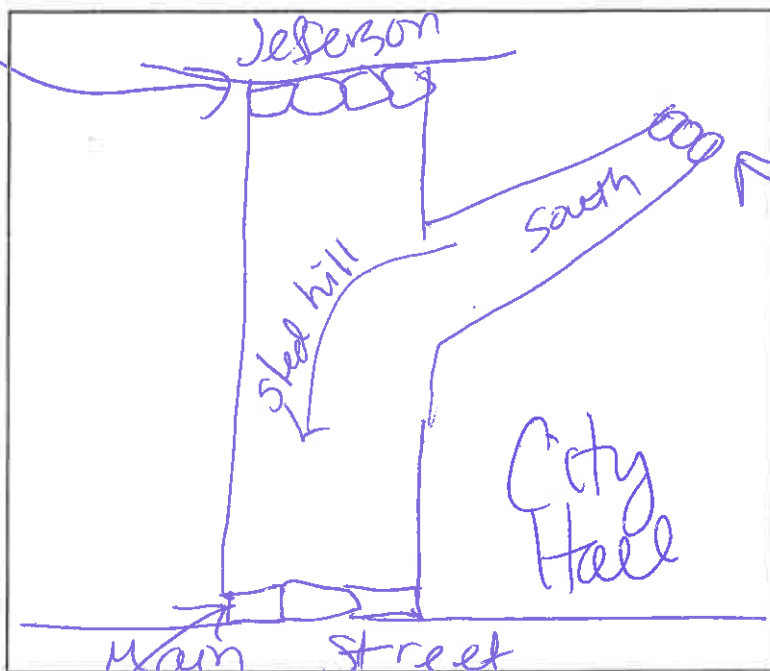
SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Rest Facilities

Vender Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

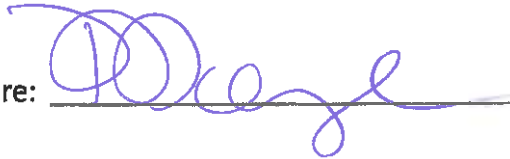


APPLICATION NUMBER: _____

Applicant's Statement of Agreement

Everything I have stated on this agreement is correct to the best of my knowledge. This permit, if granted, is not transferable and is revocable at any time at the discretion of the City of Biddeford. I understand that the issuance of this permit is contingent upon compliance with any and all conditions imposed by the City of Biddeford or its officers.

Applicant Signature: _____

A handwritten signature in blue ink, appearing to read "D. O'Neil", written over a horizontal line.

Date _____

A handwritten date in blue ink, "1/1/2020", written over a horizontal line.

APPLICATION NUMBER:_____

REVIEW BY SPECIAL EVENTS COMMITTEE:

Having completed a review of the application, the proposal itself, the location of the vent and its impact upon services and resources, this application is:

APPROVED WITH MODIFICATIONS AND/OR RESTRICTIONS: _____

APPROVED AS SUBMITTED: _____

DENIED: _____

Modifications / Restrictions:

REASON(S) FOR DENIAL:

Police Chief

Date:

Fire Chief

Date

Public Works Director

Date:

Codes Enforcement Officer

Date:

Parks & Recreation

Date:

APPLICATION NUMBER: _____

**INDEMNIFICATION AND RELEASE PROVISIONS
CITY OF BIDDEFORD SPECIAL EVENT PERMIT**

EFFECTIVE 7-6-2017 THE FOLLOWING
FEES WILL APPLY:

Administrative fee	\$25.00
Parade Permit fee	\$50.00
Block Party Permit fee	\$75.00
Mass Gathering fee	\$100.00

A. In consideration for being permitted to use the facilities and/or rights-of-way of the City of Biddeford, (hereinafter "City"), La Kermesse Festival
(insert name of person/entity seeking permission to use facilities and/or right-of-way, hereinafter "Applicant") agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity on account of damage, loss, or injury, including without limitation claims arising from property loss, or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities and/or rights-of-way, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that in the event of damage, loss or injury to the facilities or to any property or equipment therein or to the City rights-of-way, the City may deduct from any damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will promptly reimburse the City for all costs associated therewith upon billing by the City.

C. In addition, in consideration for being permitted or allowed to use the facilities and/or right-of-way, Applicant on behalf of itself and its officers, employees, members, and participants, hereby expressly exempts and releases the City, its officers, employees, insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability claims and demands result from the act, omission, negligence, or other fault on the part of the City, its officer, or its employees, or from any other cause whatsoever.

D. In addition, La Kermesse Festival has furnished and attached two copies of certificates of insurance with the City of Biddeford named as an additional insured in the amount of \$400,000 unless a greater amount is warranted. TB submitted when incurred.

Jessica Quathron, President
Signature of Applicant

1/9/20
Date

Jessica Quathron
Printed Name of Applicant

APPLICATION NUMBER: _____

CITY OF BIDDEFORD
SPECIAL EVENT APPLICATION

* St. Louis Field request duration:
6/13/2020 - 7/01/2020

City of Biddeford
P.O. Box 586
Biddeford, ME 04005

Name of Event Lakemere Festival Location of Event St. Louis Field
Date of Event: 6/25-6/28/20 Start Time 4:00 pm 6/25 Finish Time 7:00 pm 6/28/20

Detailed and specific description of Event (attached separate sheet if necessary)

La Kermesse Festival would like the use of St. Louis Field to conduct our 38th annual event. We would like all 4 days to be at the field, bypassing a Block Party event, and one year trial for Thursday evening. We will set up similar to years past w/ festival items placed around the perimeter of the fence, keeping heavy items off the playing field.

Estimated # of Participants _____ Estimated Attendance 1000-3000 over 9

Type of Event:

☒ Festival/Fair With Alcohol: Yes: X ** No: _____

☐ Race/Walk/Bike Ride

☐ Concert

☐ Parade/March

☒ Other - Please Specify: Fireworks

will submit Separate License pending determination of Fireworks Saturday evening. Awaiting contract w/ vendor.

**** NOTE:** If alcohol is being sold, a Separate License must be obtained through application at City Clerk's Office, and must be approved by the City Council.

What impact will this have upon the surrounding neighborhood? (Noise, Traffic, etc.) Please explain:

We would like to block of Prospect St as we have in the past. There will be noise but we have been scheduling our music in accordance w/ city noise ordinance for nighttime.

With the Block Party changed to St. Louis Field, we would like to have our Fireworks at St. Louis Field Saturday evening like last year. We will be negotiating a contract w/our Fireworks company w/plans to scale down the show to smaller ground shells & to work out hiring a professional cleaning crew to sweep St. Louis field #1 & 2 of debris like we did last year.

APPLICATION NUMBER: _____

Describe the means by which the neighborhood (residents and businesses) will be notified of this event and its public hearing:

Public notification - Social Media & Biddeford Beat??
Public access - TBD.

Organization (Applicant) Information

Name of Organization or Name of Applicant if NOT an Organization

La Kermesse Festival

Physical Address: 284 West St.

Mailing Address: P.O. Box 289

Business Telephone 207-294-2953 Fax N/A E-mail mrsjessieg@yahoo.com

Income Tax Exempt: Yes: X No: _____ Tax Exempt Number: 501(c)(3) #01-6875083

Contact Person/Event Coordinator

Name & Address

Jessica Quattrone 7 Vincent Avenue Biddeford

Telephone _____ Cellular 207-294-2953 E-Mail mrsjessieg@yahoo.com

Relationship Organization: President

General Service Questions

Department of Public Works

Is the use of barricades necessary/requested for this event? Yes - Parade

If yes, number needed TBD

Will it be necessary to cover street and/or parking signs for this event? TBD If yes, please note on diagram.

What is your plan for cleanup and debris disposal for this event?

We diligently clean the field p event.

Is any other Public Works assistance anticipated?

Yes - Similar to past years

Parks and Recreation Department

APPLICATION NUMBER: _____

Will this event take place in a Public Right of Way, Public Way, City Park or athletic field? Yes

If yes, where

St. Louis Field

Will tenting/staging be utilized for this event? Yes If yes, what is your plan to repair any damage caused by stakes, tie-downs, etc?

Fill in holes & level ground as we've done in the past.

Any Parks and Recreation assistance required?

No

Fire Department

Will the Fire Department have access to all sites in the event of an emergency?

Yes

Will any fire hydrants be obstructed? No Will you have access to E 9-1-1?

Yes

Will you have First Aid or medical staff present?

Yes

Police Department

Is traffic control necessary for this event? TBD If yes, who will provide it?

W/ all events/activities @ St. Louis Field, it will eliminate closing Water & Main St. Thursday evening. Last year Chief Beaupre had

Is crowd control necessary for this event? Yes If yes, who will provide it?

Private Security Company

Someone directing

Other

All vendors *must* obtain proper licenses/permits from the City Clerk's office (284-9307).

Indemnification agreement/insurance certificate must be attached to this application at the time of submission. Site Plan Sketch may be accompanied by a separate map, if necessary.

traffic @ Hill's West Junction as a precaution the night of the fireworks. We will leave that to his discretion.

APPLICATION NUMBER: _____

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

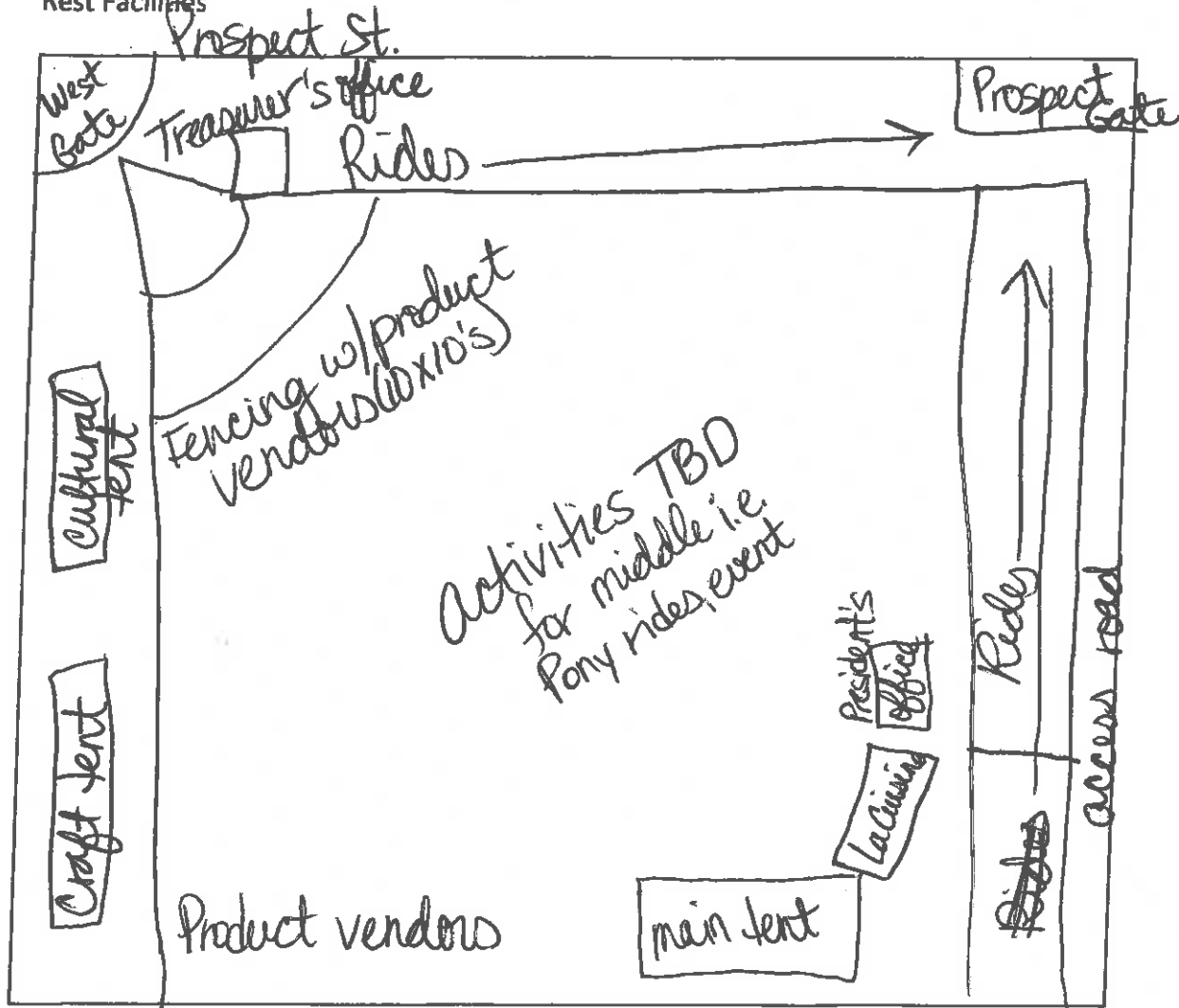
In the space below, please provide the following information. Attach a separate map if necessary.

Rough draft - full draft to be completed upon Ray Gagne's return

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Rest Facilities

Vender Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers



Applicant's Statement of Agreement

Everything I have stated on this agreement is correct to the best of my knowledge. This permit, if granted, is not transferable and is revocable at any time at the discretion of the City of

APPLICATION NUMBER: _____

Biddeford. I understand that the issuance of this permit is contingent upon compliance with any and all conditions imposed by the City of Biddeford or its officers.

Applicant Signature: Jessica Quatone **Date** 1/9/20

APPLICATION NUMBER: _____

CITY OF BIDDEFORD
BLOCK PARTY PERMIT APPLICATION

N/A This year
pending special
event application
approval.

Name of Applicant _____

Address _____

Telephone # _____

Location of Block Party _____

Date of Block Party _____

Start Time _____ Finish Time _____

Block Party Regulations

Authorization to block off your street for a block party on the above date during the above stated time is contingent upon the following stipulations.

1. Although the street will be closed, provisions must be made for access by **EMERGENCY VEHICLES**. Barricades must be provided at the requesting party's expense. They must be of a temporary nature and easily removable in an emergency.
2. Block party must cease before dark, with all street obstructions and barricades removed.
3. Any debris or litter must be cleaned by the permit holder immediately following the event.
4. Music will be allowed but it must be maintained at a reasonable volume so as not to disturb nearby neighbors. Any complaint regarding noise of any type that is substantiated by the Police Department may cause this permit to be terminated without notice.
5. It is **ILLEGAL** in Maine to consume alcoholic beverages in public areas, which includes city streets and sidewalks. Any consumption of alcoholic beverages must take place on private property only.

On the following page, please attach or sketch a map showing the area to be blocked, the location of the barricades, and any other descriptive information pertinent to the issuance of this permit.

APPLICATION NUMBER:_____

PAGE 2 – BLOCK PARTY PERMIT

Attach your map or sketch below.

APPLICATION NUMBER: _____

REVIEW BY SPECIAL EVENTS COMMITTEE:

Having completed a review of the application, the proposal itself, the location of the vent and its impact upon services and resources, this application is:

APPROVED WITH MODIFICATIONS AND/OR RESTRICTIONS: _____

APPROVED AS SUBMITTED: _____

DENIED: _____

Modifications / Restrictions:

REASON(S) FOR DENIAL:

Police Chief

Date:

Fire Chief

Date

Public Works Director

Date:

Codes Enforcement Officer

Date:

Parks & Recreation

Date:

Biddeford City Council Workshop Presentation

January 21, 2019

Tony Scavuzzo

Executive Director – Biddeford Saco Old Orchard Beach Transit



Quick agenda

- FY 2019 Operational, Financial & Ridership Highlights/Facts/Growth
- Upcoming Subsidy Expense
- Budget Challenges
- Plans & Needs
- Questions

FY 2019 Operational, Financial & Ridership Highlights/Facts/Growth



Saco Transportation Center

- New hub of BSOOB Transit service.
- Started August 1.
- Buses now return there every 60 minutes.
- Now have a customer service presence here for rider transactions.

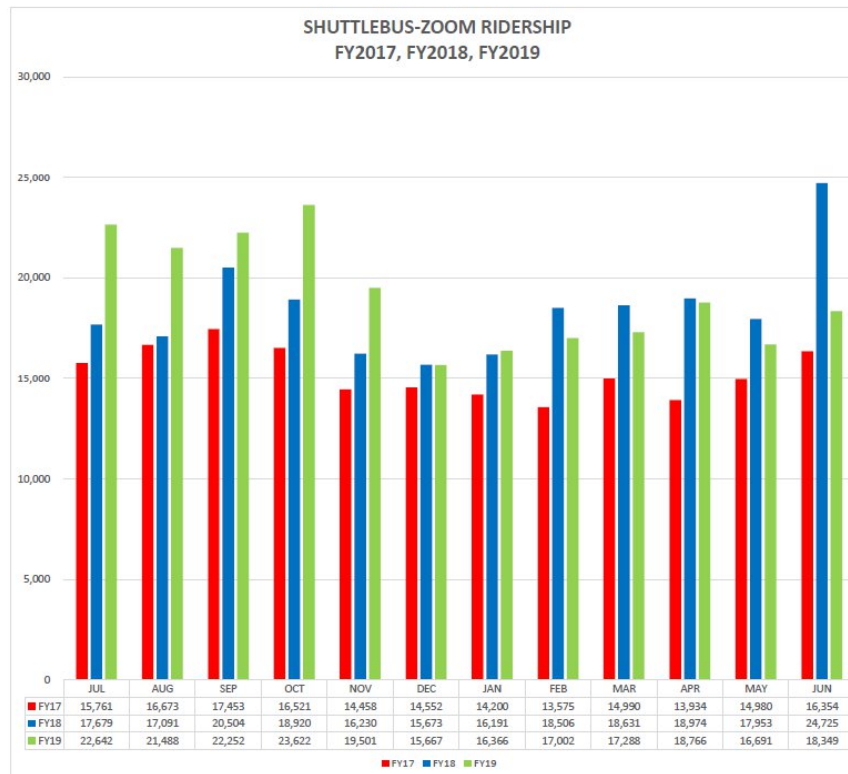


Ridership 2017-2019

FY17	LOCAL	PORT IC	ZOOM	UNE	TOTAL
JUL	10,552	3,300	1,909	0	15,761
AUG	10,585	3,749	2,070	269	16,673
SEP	9,312	3,050	2,367	2,724	17,453
OCT	8,573	2,883	2,417	2,648	16,521
NOV	7,947	2,550	2,167	1,794	14,458
DEC	9,144	2,629	1,996	783	14,552
JAN	8,420	2,482	2,085	1,213	14,200
FEB	7,455	2,146	1,899	2,075	13,575
MAR	8,334	2,553	2,325	1,778	14,990
APR	7,771	2,183	1,880	2,100	13,934
MAY	9,540	2,983	2,167	290	14,980
JUN	10,618	3,704	2,015	17	16,354
	106,251	34,212	25,297	15,691	181,451

FY18	LOCAL	PORT IC	ZOOM	UNE	TOTAL
JUL	11,712	3,934	2,006	27	17,679
AUG	12,944	1,490	2,052	605	17,091
SEP	11,911	3,717	1,989	2,887	20,504
OCT	11,258	2,952	2,062	2,648	18,920
NOV	9,616	2,614	1,718	2,282	16,230
DEC	10,432	2,515	1,623	1,103	15,673
JAN	9,535	2,551	2,021	2,084	16,191
FEB	9,748	2,792	1,803	4,163	18,506
MAR	10,715	2,766	1,876	3,274	18,631
APR	10,049	2,875	2,036	4,014	18,974
MAY	12,056	3,350	2,116	431	17,953
JUN	14,343	3,669	2,088	4,625	24,725
	134,319	35,225	23,390	28,143	221,077

FY19	LOCAL	PORT IC	ZOOM	UNE	TOTAL
JUL	14,620	4,255	1,812	1,955	22,642
AUG	14,690	4,531	1,888	379	21,488
SEP	12,252	4,035	2,005	3,960	22,252
OCT	11,740	3,730	2,222	5,930	23,622
NOV	9,830	3,010	1,890	4,771	19,501
DEC	9,930	2,810	1,645	1,282	15,667
JAN	9,183	2,468	2,096	2,619	16,366
FEB	9,132	2,413	1,906	3,551	17,002
MAR	10,287	2,392	2,020	2,589	17,288
APR	10,277	2,439	1,868	4,182	18,766
MAY	11,920	2,535	1,952	284	16,691
JUN	13,813	2,821	1,715	0	18,349
	137,674	37,439	23,019	31,502	229,634



Seasonal Trolley Ridership	
2016	144,457
2017	138,998
2018	132,762

Fare Increase

- 21% increase in ridership '17 to '19.
- June 2018 monthly trend skewed due to demand response support for UNE (marine project).
- Total FY 2019 ridership – 366,527
- Segmentation:
 - Shuttlebus 46%
 - Zoom 6%
 - Portland IC 11%
 - Seasonal Trolleys 36%

FY 2019 Fare Revenue & Ridership

Fare Revenue Posted

Regular Urban Route Fares	\$134,198.34
UNE Urban Route Fares	22,334.70
Urban Transit Angel Fares	4,783.00
Seasonal Trolley Urban Route Fares	<u>160,499.37</u>
Total Urban Fares	\$321,815.41

Portland Intercity Route Fares	\$128,803.76
Intercity Transit Angel Fares	<u>180.00</u>
Total Intercity Fares	\$128,983.76

ZOOM Route Fares	\$ 78,201.16
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Total All Fares Posted	\$529,000.33
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Ridership Recorded

Regular Urban Route Riders	137,674
UNE Urban Route Riders	31,502
Seasonal Trolley Urban Route Riders	136,893
Total Urban Riders	306,069

Portland Intercity Route Riders	37,439
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Zoom Route Riders	23,019
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Total All Riders	366,527
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Annual Funding Breakdown

Fare Revenue	18%
Federal/State Grants	53%
Advertising & Public/Private Partnerships	14%
Municipal Contributions	15%



BSOOB Public/Private Partnerships



Subsidy Expense

Subsidy Expense – Background for FY 2020

- Agreed upon plan is for \$200,000 from each of the 3 parent municipalities for FY 2020.
- Increase of \$35,000 this year as part of 3 year projection previously shared.
- Needed for general health, but also to allow for projected growth and to support 21st century technological advances.

Budget Challenges



Budget Challenges

- Losing longstanding funding from Maine Turnpike Authority.

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- Implementation of technology. Will increase operational need.

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- Implementation of technology. Will increase operational need.
- Several years of fixing operational deficits have reduced focus on fleet and infrastructure. Average age of fleet vehicles is currently >13 years. Many fleet vehicles are nearing or above 500,000K miles.

Budget Challenges

- Losing longstanding funding from Maine Turnpike Authority.
- Implementation of technology. Will increase operational need.
- Several years of fixing operational deficits have reduced focus on fleet and infrastructure. Average age of fleet vehicles is currently >13 years. Many fleet vehicles are nearing or above 500,000K miles.
- Doing more with less. Comparison:
 - South Portland – Less area, 10 total buses, \$650,000 from General Fund.
 - BSOOB - More area, 22 buses, total parent contribution of \$495,000.

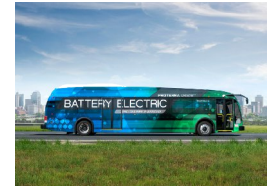


BSOOB Transit Plans & Needs



BSOOB Transit Plans.....

Electric buses – Two of first four electric buses in Maine will be coming to BSOOB Transit. Other two to Metro in joint project venture. Late 2021 delivery.

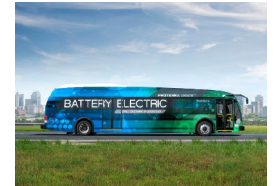


Electric Bus Project Evolution

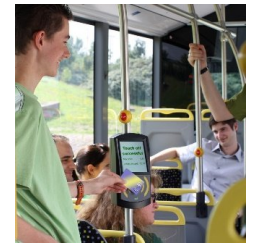


BSOOB Transit Plans.....

Electric buses – Two of first four electric buses in Maine will be coming to BSOOB Transit. Other two to Metro in joint project venture. Late 2021 delivery.



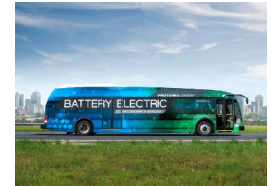
Electronic Fare collection – Regional project includes South Portland and Metro to help establish a regional fare policy, payment method, streamline schedules and operations, increase security, enhance rider experience.



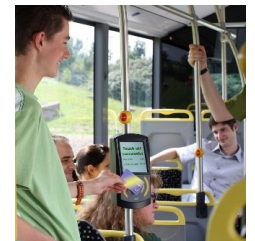


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Rebranding – Finalized a fresh visual identity around BSOOB Transit.

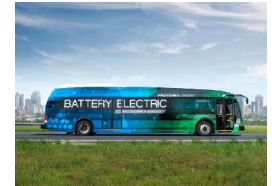




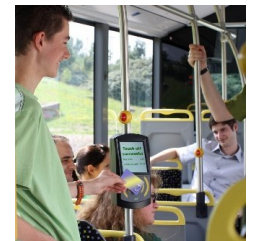


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Rebranding – Finalized a fresh visual identity around BSOOB Transit.

Automated Vehicle Locator – Will increase customer service support through technology.



BSOOB Transit Needs

Vehicles

- Average age of fleet is over 13 years.
- Working on electric buses (2).
- New trolleys - FTA grant recently awarded for 4 new, more planned through PACTS in near future.
- Two new coaches for ZOOM through ME DOT (in process).

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- Portland Intercity Connector possible transition from rural to urban.

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Perception

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Local match

- Ability to autonomously generate this.

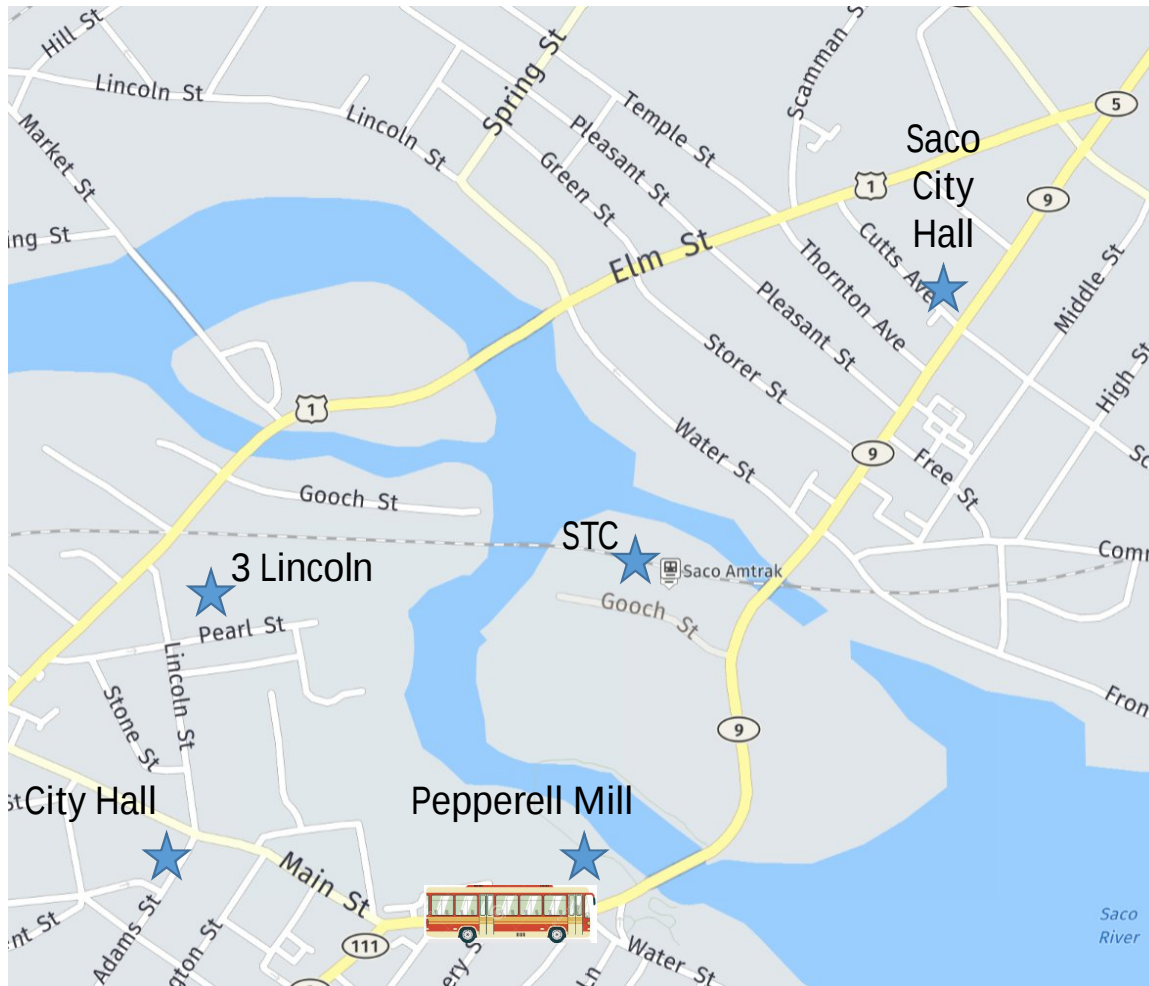


Downtown Circulator



Downtown Circulator

- Planning a future pilot for this. Trolley use for circulator route is feasible.
- Circulator would service the downtowns of Biddeford and Saco. Possibly additional use cases.
- Stops would include Biddeford City Hall, Saco Transportation Center.
- Potential finished product would support 3 Lincoln project, including connected workforce transportation and congestion mitigation needs in Biddeford's downtown.
- No current funding final source as of yet. Researching options. Ideas of a free circulator are progressive, but would need subsidization. Combination of subsidy and fare collection also an option.



Proposed Circulator Route

- Planning to pilot in future.
- Will service major downtown destinations including both City Halls, Saco Transportation Center and 3 Lincoln site.
- Service times and hours still under review.

Synopsis

Synopsis

- Superior local service being supported on a shoestring budget.
- On precipice of transforming to 21st Century operation.
- Want the service to stay locally based long term, but must be more holistically supported financially.
- Could have up to 12 new vehicles in our fleet in next 2-3 years.
- Positioning to evolve local service in future (Zoom Express enhancements, Biddeford/Saco Downtown Circulator).

Questions



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

Vote: Unanimous.

Committee-of-the-Whole: Discussion of FY21 Proposed Budget Calendar

Motion by Councilor McCurry, seconded by Councilor Lessard to move into Committee-of-the-Whole.

Vote: Unanimous.

Time: 6:12 p.m.

Councilor St. Cyr would like to see a more condensed manpower and benefits budget, rather than have this information dispersed throughout each department budget.

Councilor Quattrone would like to see less redundancy than last year's budget so that the same issues are not being talked about at each budget meeting. Also, would like to find ways to communicate better about when the first reading of the budget is (since there are no comments heard on the second reading) so to encourage more public participation.

Councilor Lessard would like to see Council agreement that those budgets that come in relatively flat would not necessarily need to be reviewed or discussed by the Budget Committee. He would rather take the time to hear from those Departments who have substantial changes.

Councilor Belanger wants to ensure a well-vetted process that will allow for public input early and often at the Budget Committee level. This would make for a more efficient process once the budget is at the Council level, with the hope that most of the budget work has been done at the Budget Committee level.

Councilor McCurry would like take the input from those who spoke during this Committee-of-the-Whole, meet with Mayor Casavant and the City Manager and come up with a budget schedule amenable to the Council.

Councilor Ready agrees with most of what has been said. He does think it is important that each Department Head make a presentation of their budgets – to give them an opportunity to explain what they are asking for in their budget, especially if the City Manager is making a different recommendation.

Councilor Ortiz agrees that public input and comments are important, as well as the Department Heads input, so that the Council can hear what everybody needs.

Motion by Councilor McCurry, second by Councilor Lessard to move out of Committee-of-the-Whole.

Vote: Unanimous.

Time: 6:22 p.m.

2020.4

IN BOARD OF CITY COUNCIL...JANUARY 7, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby approved the proposed FY21 Budget Calendar of scheduled budget-related meetings and public hearings.

Motion by Councilor McCurry, seconded by Councilor Lessard to table this order until the Mayor, Council President and City Manager have met and come up with a proposed budget calendar.

Vote: Unanimous.

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

City Manager Report:

City Manager, Jim Bennett shared that last week with the significant snow event we had, the Public Works Crew had a laborious and long couple of days of snow clearing. Because of an overworked Crew, Public Works Director, Jeff Demers and Asst. Public Works Director, Carl Marcotte both ended up riding on the back of a dump truck one morning last week. This is notable because it shows the true dedication of City Staff.

Other Business:

Councilor Lessard: suggested that the Council connect with the Biddeford Youth Advisory Council and come up with some ideas for events that would bring the youth into the downtown.

Council President Addressing the Council: Councilor McCurry commended Public Works Director, Jeff Demers and his Crew for all their work and efficiency during last week's snow event. Councilor McCurry has heard positive feedback from many citizens with the snow removal process, and specifically, how DPW was able to clear the snow and keep the streets wide.

At the next Council Meeting, Councilor McCurry would like the Council to consider the plans for this year's LaKermesse and give that organization some direction so that they may move forward with their planning.

Mayor Addressing the Council: Mayor Casavant suggested to Councilor Lessard that he reach out to Delilah Poupore of the Heart of Biddeford in regards to bringing youth into the downtown. Delilah organizes events for the UNE students and could certainly be a great resource for possibly organizing more events that would attract younger folks to the downtown.

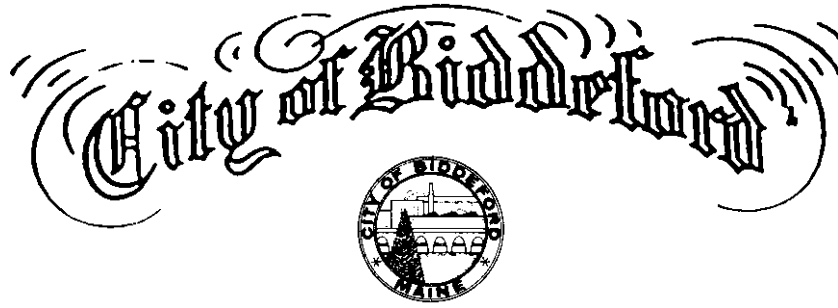
A WinterFest planning meeting was held earlier today and the beginning stages of the event are underway. Mayor Casavant encouraged folks to volunteer and get involved in this great community event.

Executive Session: 1 MRSA 405(6)(E)...Consultation with City Attorney, re: Legal Matter
Motion by Councilor Belanger, seconded by Councilor Lessard to move into Executive Session.
Vote: Unanimous. Time: 6:35 p.m.

Motion by Councilor McCurry, seconded by Councilor Lessard to move out of Executive Session.
Vote: Unanimous. Time: 7:00 p.m.

Motion by Councilor McCurry, seconded by Councilor Lessard to adjourn.
Vote: Unanimous. Time: 7:00 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2020.5 **IN BOARD OF CITY COUNCIL...JANUARY 21, 2020**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-90.1 No Parking during special events**, be amended by adding or deleting to read as follows:

There is no parking on the following streets during a special event that is held at either the Waterhouse Field and/or at the St. Louis Field:

Ashland Avenue, odd-numbered side

Bald Avenue, even-numbered side, from West Street to end

~~Belmont Avenue, even-numbered side~~

~~Belmont Avenue, odd-numbered side, from Prospect Street to end~~

Debbie Avenue, even-numbered side

Dupont, even-numbered side

Forest Street, odd-numbered side, from Ashland to West Streets

~~Free Street, even-numbered side~~

Gertrude Avenue, odd-numbered side, from West Street to Harding Street

Greenfield Lane, even-numbered side

~~Harding Street, odd-numbered side, from Graham Street to Prospect Street~~

Havey Avenue, even-numbered side

~~Herring Avenue, even-numbered side~~

~~Herring Extension, even-numbered side~~

~~Hill Street, even-numbered side from Clarendon Street to West Street~~

~~Hill Street Extension, both sides~~

~~Hillside Avenue, even-numbered side, from Prospect Street to Hill Street~~

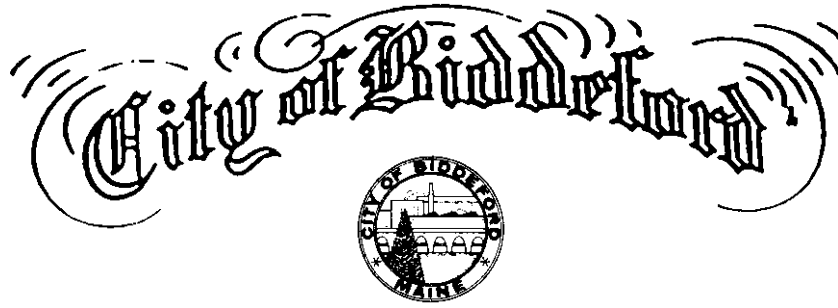
~~Hubert Street, even-numbered side~~

John Street, even-numbered side

~~Laurier Street, even-numbered side~~

~~Liberty Avenue, even-numbered side~~

Penney Avenue, even-numbered side



Prospect Street, even-numbered side from Clarendon to West Street

~~Ritz Avenue, even-numbered side~~

~~Sunrise, even-numbered side~~

~~Sunset, even-numbered side~~

~~Victory Avenue, even-numbered side~~

Wendell Avenue, even-numbered side

~~West Street, even-numbered side, from Five Points to Graham Street Extension.~~

~~West Street, odd-numbered side, from Granite Street to Hill Street~~

~~Westfield, even-numbered side~~

~~Wilson Street, even-numbered side~~

NOTE: The Policy Committee considered this ordinance amendment at their January 9, 2020 meeting and voted unanimously to recommend passage by the City Council.

Issue Summary:

NOTE: The Policy Committee considered this ordinance amendment at their January 9, 2020 meeting and voted unanimously to recommend passage by the City Council.

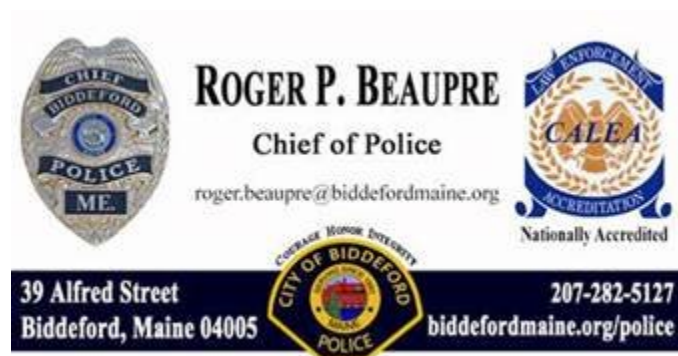
From: Beaupre, Roger P. <roger.beaupre@biddefordmaine.org>

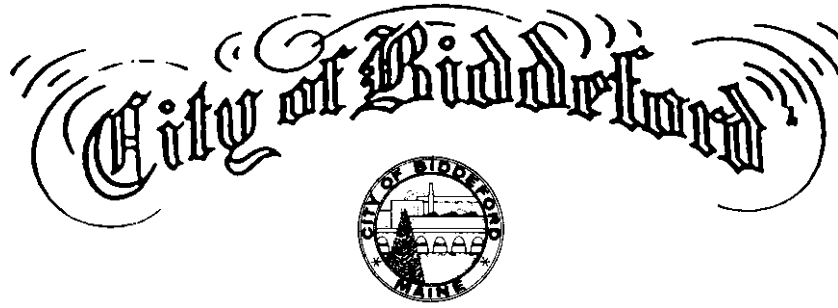
Sent: Friday, January 17, 2020 12:45 PM

To: Phinney, Brian <Brian.Phinney@Biddefordmaine.org>

Subject: RE:

This ordinance section was originally enacted to address parking issues that were generated when football attendance and La Kermesse Festival attracted larger crowds. Since this is no longer the case, it only seems fitting to make the adjustment and repeal those sections that no longer create an impact on traffic.





2020.6 IN BOARD OF CITY COUNCIL...JANUARY 21, 2020
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 70, Utilities, Article II Wastewater System, Division 4. Use Regulations and Article III Wastewater System Capacity Management**; be amended by adding or deleting to read as follows:

ARTICLE II. WASTEWATER SYSTEM

DIVISION 4. USE REGULATIONS

Sec. 70-104. General rules and regulations for customers of sewer system.

(a) Agreement.

The following rules and regulations, and such regulations as may be hereafter established by the Street Committee shall be considered binding with every customer who uses the sewer, and such customer shall be bound thereby.

(b) Definitions and statements.

APPLICANT The same as customer and may be used interchangeably.

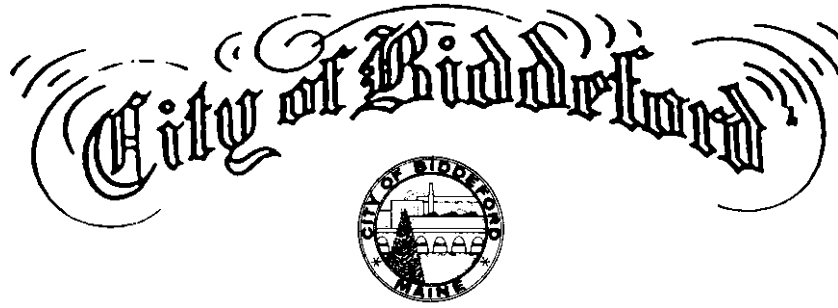
CUSTOMER Any person, firm, corporation, governmental unit or subdivision supplied with sewer service by the City and is the owner or agent thereof for the property being serviced.

SERVICE CONNECTION The point of connection of the customer's piping at the City main.

All sewer mains within the limits of the highway, of appropriate easements, including manholes and appurtenances, shall be owned and maintained by the City of Biddeford. From the service connection at the main in the right-of-way to the premises served, shall be owned and maintained by the customer.

SEWER MAIN(S) The pipe or pipes which convey the customer's effluent away from his premises. The sewer main is generally dedicated for sanitary purposes, however, a combined storm drain/sewer line may also serve a sewer main in the absence of a dedicated line if the combined line was in use for this purpose.

Sewer mains installed in a private road (not City accepted) as part of a private subdivision shall remain the property of the developer. These lines will not be accepted by the City for the operation and maintenance unless the roadway is accepted by the City in the future. Construction of the sewer lines will be in accordance with state and City requirements.



SEWER SERVICE The connection between the tap at the City main and the customer's source of sewage and shall include all of the pipe, fittings, and couples necessary to make the connections.

(c) Enforcement.

Any violation of the rules and regulations hereby established or failure on the part of any customer utilizing the sewer to promptly pay any and all claims of the Department, shall be considered sufficient cause for the Sewer Department to take the appropriate steps as allowed by law to recover their interests.

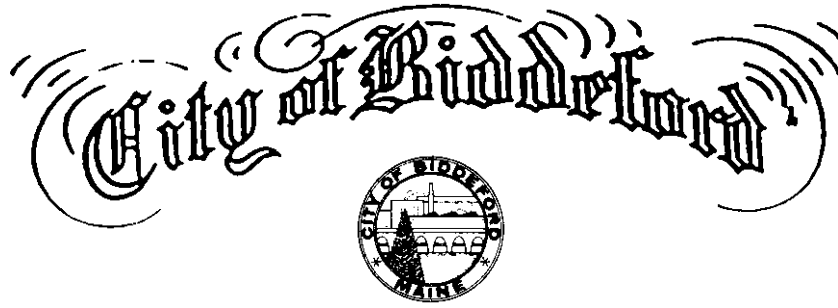
(d) Required use.

As specified in federal, state and local ordinances and/or regulations all buildings located within a reasonable distance from said sewer connection or reasonable extension thereof shall be connected to the municipal sewer determined by the authorized agent of the City of Biddeford. Any request for a variance will be appealed as outlined in Section 70-104(o) of these general rules.

(e) Application for service.

All applications for sewer entrances must be made at the City Clerk's office stating fully and truly the uses to which the entrance is required. Such applications must be signed by the customer or his duly authorized agent. A fee of ~~\$400~~ **\$500** shall be made with each application before work is begun on a new service. If the service as determined by the authorized City representative must enter a manhole then this connection requires boring and the proper boring contractor should secure a private company to do this work. In the event no private company is available, then the City can be contracted for the boring and an additional ~~\$300~~ **\$500** must be paid for this work.

All septage haulers that discharge septage waste at the Biddeford WWTP shall be licensed by the Sewer Department. License fee of \$25 per year will be paid on or before July of each year. If no violations occur in that twelve-month period, the next year's license will be granted at the same charge. Failure to obtain a license or revocation of the license will prohibit the septic hauler from pumping septic tanks within the City of Biddeford or discharging any waste at the Biddeford WWTP.



Exceptions:

(1) Subdivisions:

The entrance fee for subdivisions shall be the entrance fee of \$400 plus \$100 per lot. Said charges to be paid before the subdivision will be opened for use.

(2) Easements:

Certain sewer easements may exempt the customer from the entrance fee. This will be clearly stated in the easement itself.

(3) Liens: See Section 70-104(p).

(4) Apartments and condominiums:

The entrance fee for an apartment building/complex or for a condominium complex shall be the entrance fee of \$400 plus \$100 per unit. These charges shall be paid before the connections are started.

(f) Size of service.

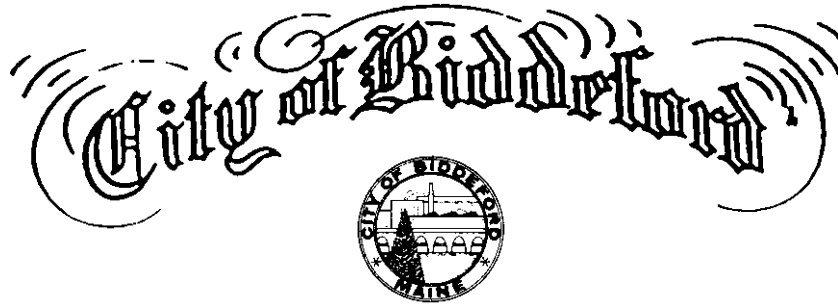
The minimum size of the service connection shall be four inches. Actual sewer services may be four inches or six inches as the situation dictates. Any sewer serving a single building containing three or more units will be a minimum of six inches.

(g) Installation.

(1) The customer shall make arrangements and pay for the remaining sewer service from the service connection at the main to the house entrance. Service pipe and fixtures shall conform to the requirements of the Sewer Ordinance (Article II of Chapter 70 of the Municipal Code of Ordinances).

(2) A minimum slope of 1/4 inch per foot (two-percent slope) and a minimum of three feet of cover is standard practice for sewer service as stated in the design and construction of sanitary and storm sewers, MREP No. 37 or MOP No. 9. One-way valves are recommended for all lines and are required when sewer services are installed at minimum slope.

(3) Except as provided in the Sewer Ordinance or approved by the Street Committee each building shall have an independent sewer connection.



(4) Ordinarily no new sewer services or extensions for mains will be installed during winter conditions (November 15 to April 15) unless the customer shall defray all extra expenses incurred.

(5) Service connections shall not be made in manholes unless the depth of the sewer main is in excess of 15 feet in which case an inside drop may be used if approved by the City Engineer or an authorized City representative. All services entering a manhole will be bored and booted.

(h) Pipes and fixtures.

(1) No persons except those duly authorized by the City Council as specified in Section 70-28 of the Code of Ordinances of the City of Biddeford will tap any sewer main or connect any sewer service thereto.

(2) Applicants desiring more than one sewer service on the same premises shall pay all costs in connection therewith.

(3) Repairs and/or modifications to applicant's service connections, whether required as a result of freezing or other causes, will be charged to the customers on a cost basis. All work must be done under authorization and/or supervision of the authorized City representative.

(4) No service pipe shall be laid in the same trench with gas pipes, water pipes, or any facility of a public utility not within three feet of any open excavation or vault.

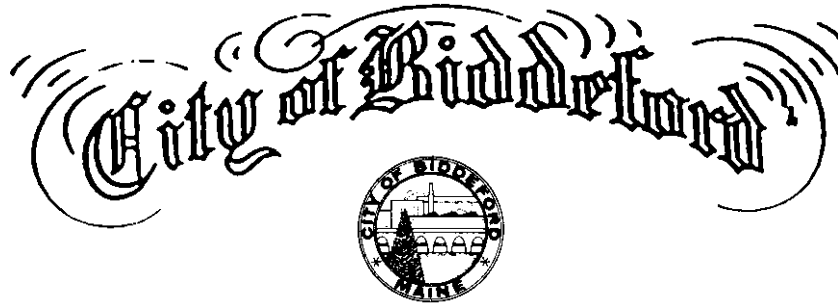
(5) No cross connection between the sewer service and any drainage appurtenances will be allowed. No connection capable of causing blockages in the City mains or enabling drainage overflows into the sewer will be permitted.

(i) Connecting and disconnecting.

Twenty-four hours' advance notice is required for connecting and disconnecting sewer connections. The requested service will be provided as soon as possible thereafter. All expenses involved will be the responsibility of the applicants. Overtime charges at the rate of time and 1/2 will be charged before or after duty hours, with a minimum two-hour charge.

(j) Miscellaneous charges.

Charges for labor and material shall be billed upon completion of the work which the bill covers. If such bills are not paid within 30 days, the sewer will be disconnected or



become a lien on the property or both. Collection procedures will be taken and any costs will be charged to the customer.

(k) Interruption of service.

The City of Biddeford reserves the right to shut off service temporarily whenever it becomes necessary to make extensions, alterations or repairs.

(l) Violations.

(1) Failure to pay charges when due or violations of any regulations established by the street committee whether by a current or past owner shall result in the filing of an attachment against the property being served as provided by state statutes. The customer shall be responsible for all costs associated with the filing.

(2) Violations for septage haulers that will be cause for revocation of license include but not limited to:

a. Failure to pay monthly bills in a timely manner.

b. Failure to pretreat septage hauled as requested by the Superintendent and/or plant operator of the WWTP.

c. Failure to notify the Superintendent and/or plant operator of the WWTP of the strong or abnormal waste prior to discharge to any point in the City's collection system or treatment works.

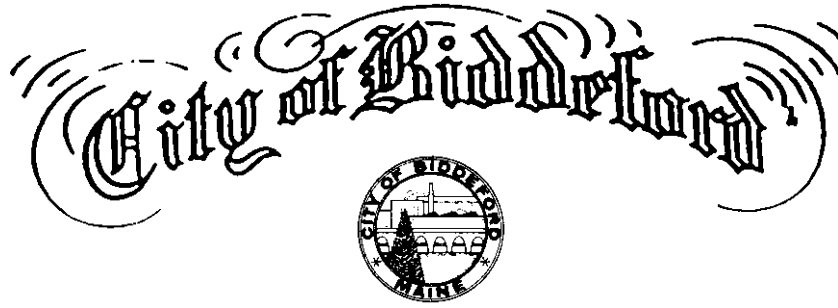
(3) Failure to provide required information on dump slips.

(4) Revocation of the license will be subject to a majority vote of the City Council. The septage hauler will be notified of the date of the hearing and may be present to defend the charges.

(5) A septage hauler that has had his/her license revoked has the right to appeal to the City Council.

(m) Inspection.

Any employee acting as authorized representative of the City of Biddeford with proper identification shall be allowed access to the customer's premises between the hours of 8:00 a.m. and 6:00 p.m. for examination of pipes, fixtures, connection, and the manner of use. In case of emergency, no prior notice need be given and, in the event of refusal of entry, application can be made to the courts for an appropriate order with all legal costs being charged to the customer.



(1) Any residence or commercial establishment found to have roof, drain, floor drain, foundation drain, etc. (refer to Section 70-73 Biddeford Code of Ordinances) hooked into the City sewer after August 15, 1978, upon notification will cease such violation within 30 days or be subject to penalties as stated in the Biddeford Code of Ordinances Section 70-31.

(2) Any residence or commercial establishment found to have items (refer to Section 70-73), tied into the City sewer system prior to August 15, 1978, shall pay a minimum fee of \$75 to offset the costs of required additional treatment. A higher fee may be set if excessive quantities of inflow are discharged. This determination will be made by the environmental specialist or Director of Public Works.

(n) Rates.

(1) Actual rates are as recommended by the Street Committee and are reviewed annually. The City Council shall approve all rate recommendations.

(2) All property owners are liable for the entire cost of installation, maintenance, repairs, alterations or removal from their house to their service connection at the main.

(3) Labor rate of \$12.50 per hour. Minimum labor charge of two hours. Overtime charges at a rate of time and 1/2 will be charged before or after duty hours being 7:00 a.m. to 3:00 p.m. with a minimum two-hour charge.

(4) Any calls for a sewer blockage at the same address that exceeds three calls in a twelve-month period and are determined to be the owners problem in each case will subject to the charges stated herein.

(5) Rates for special equipment shall be as follows:

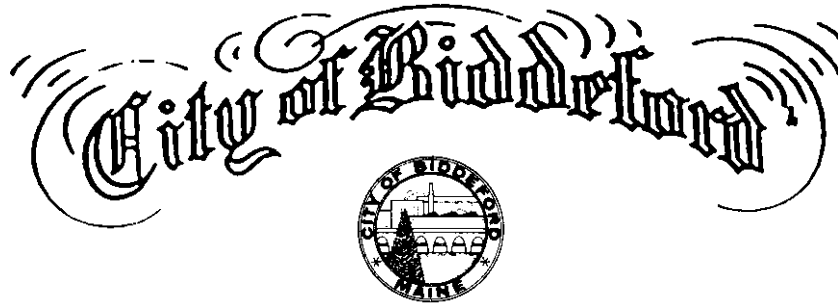
a. Sewer jet \$110 per hour with a two-hour minimum charge.

b. Dye testing \$40 per one hour minimum charge.

c. Boring machine \$300 per hole (when machine becomes available).

If another community needs emergency help, the above charges will be negotiable or won't apply.

(6) All monies from fees and rates charged will be placed into a special account within the sewers and drains budget to offset capital and ongoing costs created by



the adoption of these general rules. Excess revenue will be reflected in the following years recommendation for fees and rates.

(o) Variance/appeals.

(1) All requests for variances or appeals to these regulations and the Sewer Ordinance are to be directed to the Street Committee all requests to meet with the street committee must be received at least two weeks prior to the meeting to allow for proper notification. Appeals of street committee decisions go to the City Council.

(2) Total variance from the mandatory use requirement [Section 70-104(d)] will not be granted as that violates state and federal laws. Time extensions will be granted for good causes allowing more than 90 days for the hook-up period. Conditional variances are possible.

(3) The Street Committee recognized that some buildings might be located in excess of 500 feet from the sewer line while the property line may be within five feet. In these situations, the committee will consider requests for variances and make a decision based on the specific conditions involved. A conditional variance may be granted.

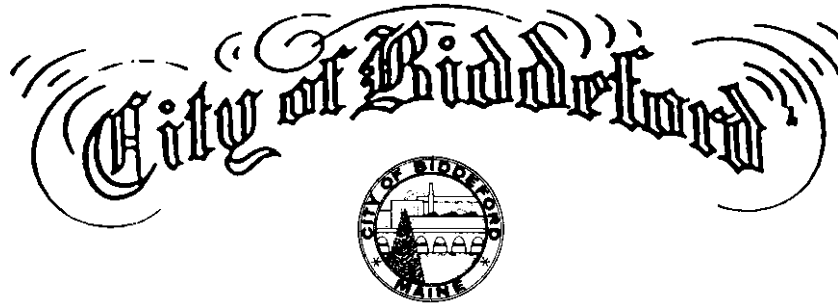
(p) New mains and liens.

(1) When a subdevelopment is built, the costs of all work associated with the installation of sewer service is borne by the developer as provided in the Subdivision Ordinance and Construction Ordinance.

(2) Should the City of Biddeford install a main line or extend a sewer main, whether by petitions of the abutters or for the public good, the total City cost shall be determined and be proportionate cost for each abutter shall become a lien on such abutting property as provided by the construction ordinance. Payment must be made prior to any connection to the City line and may be arranged through the City treasurer. Note: Payment of a lien supersedes the entrance fee, provided it is larger than the entrance fee as outlined in Section 70-104(e).

(3) Any individual dissatisfied with the determination of his/her proportionate share of costs may appeal as outlined in Section 70-104(o).

(4) If an individual/company beyond the terminus of an existing sewer main desires to connect to the line, that individual/company shall extend the sewer



main along his/her entire lot frontage (or to the limits of gravity flow with the City of Biddeford). All costs for this extension shall be borne by the individual/company unless the extension is installed via petition in which case the preceding paragraphs dealing with liens overrides this paragraph.

(q) Changes to these rules and regulations.

The forgoing rules and regulations are subject to change with the pleasure of the Biddeford Street Committee, but all such changes will be given reasonable publicity and final approval will be the decision of the City Council.

ARTICLE III. WASTEWATER SYSTEM CAPACITY MANAGEMENT

DIVISION 1. GENERALLY

Sec. 70-126. Definitions.

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

AFFILIATE: A person with whom an applicant under this article has a direct financial, business or management interest.

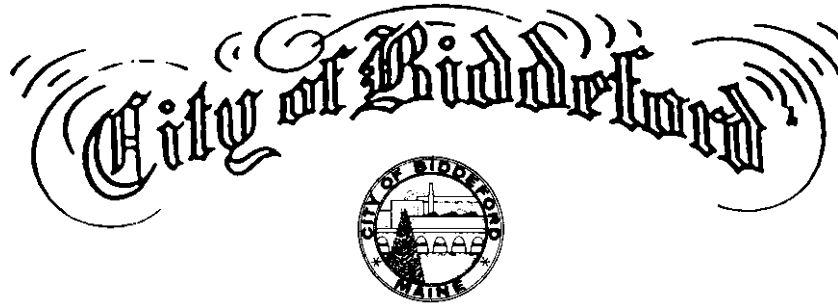
CAPACITY: Not only the ability of the treatment plant to physically receive a particular amount of flow per day but the ability of the treatment plant to properly and effectively treat the flow within all limits established by any federal or state license.

COMMENCEMENT OF CONSTRUCTION: The placement of the foundation, whether a frost wall, floating slab, or complete cellar, the walls and/or the floor of which must be considered complete by the Building Inspector.

Sec. 70-127. Entry of wastewater, permit required; permit limitations.

(a) No person may undertake any development activity which will create new wastewater flow into the City sewer system or which will increase existing flow from any property without first obtaining a sewer use permit from the City Engineer under this article. Sewer use permits shall not be required for the replacement or addition of plumbing fixtures within existing residential units.

(b) Neither the Building Inspector nor the Plumbing Inspector may issue any building permit, occupancy permit, or any other type of permit, to anyone who, prior to September 18, 1990, had received a sewer use permit under this article, or for any project appearing



in the appendix to the ordinance from which this chapter was derived which is on file in the City Clerk's office, unless the applicant presents a certificate from the City Engineer that the applicant has complied within the provisions of this chapter.

(c) Regardless of allotted capacity, as determined for any period, and as shown in the documents on file in the City Clerk's office for any period, no sewer use permit may be issued during periods when no capacity remains, as determined by the City Engineer. The prohibition set forth in this subsection applies notwithstanding any other provision of this chapter.

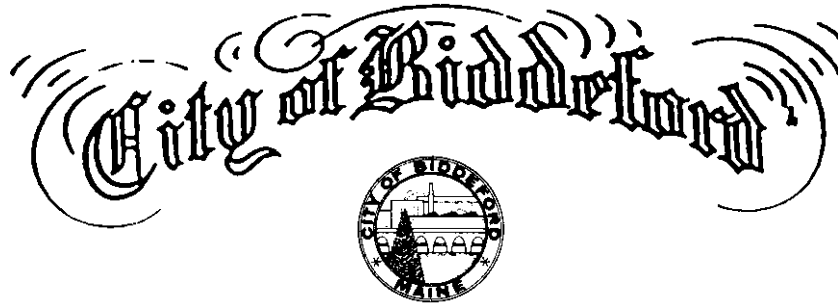
Sec. 70-128. Findings, statement of emergency and purpose.

(a) The design capacity of the wastewater treatment plant, ~~3,300,000~~ **6,500,000** million gallons per day, is met or exceeded during spring runoffs when groundwater, infiltration, inflow, cellar sumps and yard drains are tied into the sewer system. Rainfall also leads to exceeded capacity by entering through combined sewer systems and roof drains. These flow conditions overburden hydraulic equipment at the treatment plant causing overflow situations. Current average hydraulic loading to the treatment plant is between ~~3,000,000~~ **2,000,000** million and ~~3,400,000~~ **3,300,000** million gallons per day. Current design is ~~3,300,000~~ **6,500,000** million gallons a day. ~~Estimated time for completion of upgrade of the wastewater facility is four years. The City has estimated an allocation of 240,000 gallons over the four year period. This estimate is subject to change. This article provides for periodic review, by the City Engineer, of the actual capacity remaining to be allocated.~~

(b) During periods when no remaining capacity exists, new flow into the system will be prohibited until capacity is restored or created through upgrade or removal of infiltration and inflow or other methods. Educational efforts will be required by both the public and private sectors to encourage conservation, to help create available capacity.

While the City is taking steps to cure these problems and to increase the system's capacity, these steps cannot all be accomplished immediately. Accordingly, it is the intent of this article that new or additional sewage be discharged into the system in moderate amounts to permit some growth and to ensure that any excess capacity which develops is portioned out fairly and over a period of time until the City has taken all steps necessary to cure the system's problems and significantly increase its capacity.

(c) An additional element of this article is the implementation of voluntary and mandatory conservation measures designed to effectively increase available capacity.



(d) Because existing plant capacity could be greatly exceeded if immediate efforts are not undertaken to control and manage new wastewater flow and because this article is a vital part of the City's efforts to plan for orderly growth, the City Council determines that the facts justifying this article constitute an emergency within the meaning of Article III, Section 8, of the Charter.

(e) It is the intent of the City to establish, in the long run, a program under which anyone seeking to enter new flow into the system will be required to remove a defined percentage of the amount of the proposed new flow through the elimination of infiltration and inflow. Once the inflow and infiltration removal program is in place, the allocation system may be eliminated.

Sec. 70-129. Capacity of plant.

(a) At the time of any reenactment or amendment of this article, and at such other times as the City Council may direct, the City Engineer shall establish the total remaining capacity of the wastewater treatment plant, determine the nature and extent of efforts to remove infiltration and inflow from the system, and report that information to the City Council.

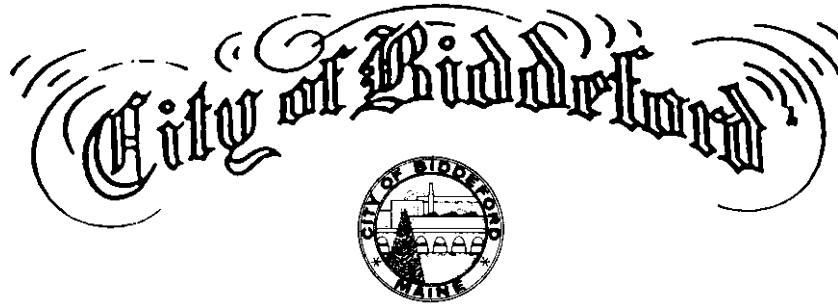
~~(b) Until such time as the final inflow and infiltration removal program set out in this chapter is implemented, any applicant for a sewer use permit is subject to the interim provisions of Section 70-172.~~

~~(c)~~ (b) Any person who received a sewer use permit prior to September 18, 1990, or whose project appears in the documents on file in the City Clerk's office, is subject to the provisions of Section 70-127(b).

Sec. 70-130. Expiration of article; program monitoring; amendments.

~~(a) This article shall be in effect for one hundred eighty-day renewable periods and should be maintained by future City Councils until such time as a capital improvement program is completed that increases the City's treatment plant capacity to 5,500,000 million gallons per day.~~

~~(b)~~ The capital improvement program shall be reviewed and monitored by the City Council through the City Engineer to determine the program's effectiveness. Amendments deemed necessary should be made at the time of renewal under this section or at such times as deemed necessary by the City Council.



Sec. 70-131. Penalties for violation of article.

Any person who violates this article commits a civil violation for which a forfeiture of \$2,500 shall be imposed. Each day of violation constitutes a separate violation. The City Solicitor, in addition to seeking forfeitures, may request injunctive relief, as necessary.

Sec. 70-132. Growth management program renewed.

The provisions of this Article III (Wastewater System Capacity Management), of the Biddeford Code of Ordinances, as most recently revised and ordained on March 5, 1991, be renewed in its entirety in accordance with the provisions of Section 70-130 hereof, and that this measure take effect upon passage.

Sec. 70-133. through Sec. 70-140. (Reserved)

DIVISION 2. PERMITS

Sec. 70-141. Application; fee; determination of discharges.

(a) Applications for permits under this article shall be on forms provided by the City Engineer, and shall be accompanied by such plans as he may require. As the case may be, applications must be accompanied by written evidence of final approval from the Planning Board, Zoning Board or Building Inspector, where approvals of or permits for the development activity are required from those boards or officials. Applications shall be accompanied by a nonrefundable fee of ~~\$50~~ **\$200**.

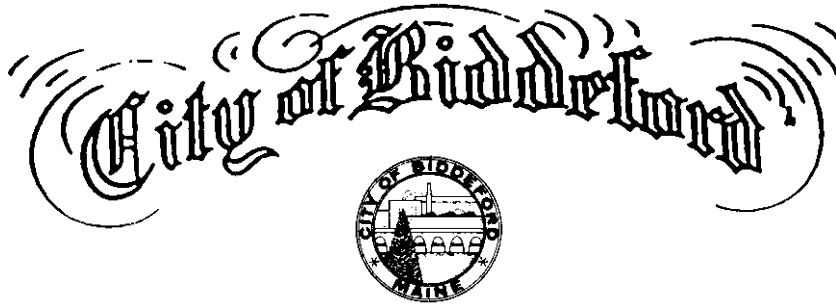
(b) In determining the amount of wastewater flow likely to be discharged from any development activity, the City Engineer shall be guided by the State of Maine Internal Plumbing Rules. His determination is final.

Sec. 70-142. Expiration of permits.

Permits issued under this article shall expire if construction of the development for which each permit is issued has not commenced within one year of the permit being issued, except that the City Engineer may extend the life of such permits if the holder is able to demonstrate that he has been delayed in his development by natural conditions beyond his control or that he has been diligently pursuing other licenses required for the development but has not yet received approval through no fault of his own. Decisions of the City Engineer under this section may be appealed to the City Council.

Sec. 70-143. Nontransferability.

Permits issued under this article may not be transferred to other development projects on other real estate but shall run with the real estate which is the subject of the proposed



development for which the permit is issued, but only for the life of the permit as indicated in Section 70-142.

Sec. 70-144. through Sec. 70-155. (Reserved)

DIVISION 3. CONSERVATION

Sec. 70-156. Mandatory.

(a) Notwithstanding any other provisions of this Code, the following provisions apply to development which will create new wastewater flow into the City sewer system or which will increase existing flow from any property.

(1) All toilet fixtures, whether for residential or nonresidential uses, must have flushing volumes less than or equal to 1.6 gallons.

(2) All shower and faucet fixtures for residential and nonresidential uses must be installed with volume reduction devices. This requirement may be waived for certain nonresidential uses by the Codes Enforcement Officer at his discretion when the requirement interferes with the fixture's purpose, such as but not limited to industrial showers designed to treat burn victims.

(b) The standards of this section must be met by all units inspected by the City Plumbing Inspector as of the date of passage of the ordinance from which this article derives, in order to receive a certificate of occupancy.

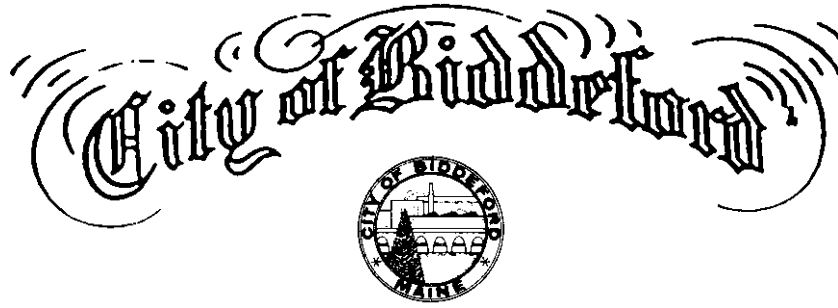
Sec. 70-157. Voluntary.

In order to avoid requiring conversion to low-volume toilets in the City's existing households and businesses, the City requests users of the City's sewer system to, as an example, reduce discharge volumes by installing displacement devices such as bricks and milk containers in toilet holding tanks. The installation of water flow reduction devices in showerheads and faucets are other inexpensive means of reducing both residential and nonresidential wastewater discharge.

Sec. 70-158. through Sec. 70-170. (Reserved)

DIVISION 4. INFLOW AND INFILTRATION REMOVAL

Sec. 70-171. Study by City Engineer; report; amendment of article.



(a) The City Engineer **shall may** forthwith investigate the areas within the existing sewer system which may be changed, altered or repaired to remove infiltration and inflow, and determine both the nature and extent of such repairs, the specific amounts of gallons per day removed for any particular repair project, and the associated cost per gallon per day of any such repair. He will, in addition, determine an average cost per gallon per day of removal for all projects in such a fashion that the average cost may be adjusted from time to time to reflect changing conditions. The determinations by the City Engineer will be used to create a fee to be charged to applicants of the removal of infiltration and inflow in an amount equal to a specific percentage of the amount of new flow into the system which the applicant is proposing to create. That percentage shall conform to any requirements imposed on the City by state or federal agencies.

(b) The City Engineer shall report the results of his study under this section to the City Council. The City Council may then, consistent with the terms of federal and state approvals, implement and adopt a mandatory inflow and infiltration removal requirement. Under the terms of the requirement, a sewer use permit may only be obtained to remove an adequate amount of inflow and infiltration from the system or if the sewer user has paid the appropriate fee in lieu of completing a project.

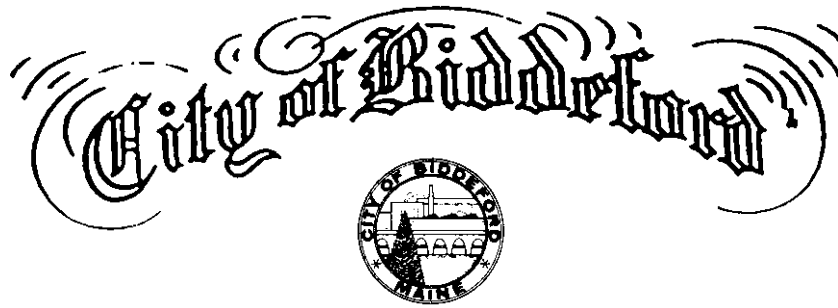
(c) At the time of the submittal of the results of his study under this section, the City Engineer shall present to the City Council a proposed amendment to this article setting out the method of administration of the removal requirement, and demonstrating compliance with any provisions of law restricting the creation of such a program, including the creation of any dedicated fund into which fees will be placed.

Sec. 70-172. Issuance of permit; interim fee.

(a) Pending completion of the study, report and presentation set forth in Section 70-171, and subject to the availability of capacity at the treatment plant and compliance with all other provisions of this article, a sewer use permit may be given after an applicant complies with this section.

(b) An applicant for a sewer use permit shall, in addition to other information required by this article, pay the **interim** fee set out in Subsection (c) of this section. The City Engineer may require such other information as he deems necessary.

(c) Except as indicated in Subsection (d) of this section, applicants shall pay a fee equal to five times \$2.72 times the number of gallons of proposed new flow, as that flow is finally determined by the City Engineer under Section 70-141(b). Fees received under this subsection shall be segregated from the projects designed to remove inflow and



infiltration from the sewer system as finally determined after the completion of the study, report and presentation set forth in Section 70-171. Fees, or any portion of those fees, actually paid, which exceed the actual cost of removal, or which are not expended according to the removal schedule to be finally adopted, shall not be refunded. These unexpended fees shall be deposited in a designated enterprise account segregated from the City's general revenues and be earmarked to help defray the cost of future more costly inflow and infiltration removal projects.

(d) Persons who had received a sewer use permit prior to September 18, 1990, projects appearing in Appendix B of this section which is on file in the City Clerk's office and lots of record as of September 18, 1990, which were within 200 feet of the existing sewer system at the time, are subject to a fee equal to one times \$2.72 times the number of gallons of proposed new flow, as that flow is finally determined by the City Engineering Department under Section 70-141.

FORMULA:

For 180-day period commencing:

Total remaining capacity:

Divided by semiannual terms remaining:

Equals semiannual allotment:

Minus preferred allotment:

Equals remaining allotment:

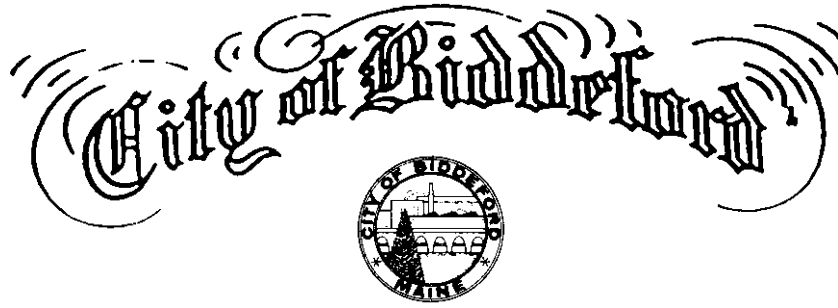
_____ % remaining allotment = Residential allotment of

_____ % remaining allotment = Nonresidential allotment of

*All noted figures in thousands of gallons per day.

City Engineer

(e) An applicant for a sewer use permit where said permit is proposed to be issued and includes flows to the pump station located adjacent to 528 Alfred Road shall pay an impact fee for said pump station equal to \$3.35 times the number of gallons of proposed new flow as that flow is finally determined by the City Engineer under Section 70-141(b). Fees collected under this provision shall be deposited in a designated account segregated from the City's general revenues and reserved for inflow and infiltration removal projects. The City reserves the right to verify the estimate of flow for up to five years and to increase the impact fee as necessary.



f. An applicant for a sewer use permit where said permit is proposed to be issued and includes flows to a pump station located in an area that will serve the flows to be produced from a new or upgraded project shall pay an impact fee for said pump station equal to a prorated share of the costs of any upgrades needed for the pump station and/or associated conveyance system to receive and convey the flows to be produced. The cost of the prorated share will be the ratio of the existing flows to the new flows times the cost of needed upgrades as finally determined by the City Engineer. Fees collected under this provision shall be deposited in a designated account segregated from the City's general revenues and reserved for the needed upgrades to the affected pump stations. The City reserves the right to verify the estimate of flow for up to five years and to increase the impact fee as necessary.

Sec. 70-173. through Sec. 70-195. (Reserved)

NOTE: The Policy Committee considered this ordinance amendment at their January 9, 2020 meeting and voted unanimously to recommend passage by the City Council.

Issue Summary:

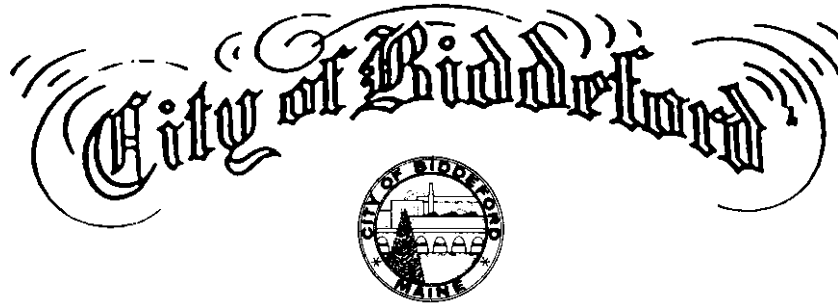
From: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>
Sent: Friday, January 17, 2020 1:03 PM
To: Phinney, Brian <Brian.Phinney@Biddefordmaine.org>
Subject: Ch 70

Brian:

Please add to the upcoming council agenda Chapter 70 utilities changes. The policy committee did vote in favor to send forward to the city council for approval on January 9, 2020. Staff will be available for any questions.

Regards,

Jeff Demers
Director Public Works Waste Water Dept.
371 Hill Street
Biddeford, Maine 04005
Tele # (207) 282-1579
Fax # (207) 282-8325
jdemers@biddefordmaine.org



2020.4

IN BOARD OF CITY COUNCIL...JANUARY 7, 2020

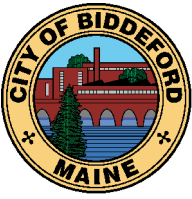
BE IT ORDERED, that the City Council of the City of Biddeford does hereby approved the proposed FY21 Budget Calendar of scheduled budget-related meetings and public hearings.

January 7, 2020

Motion by Councilor McCurry, seconded by Councilor Lessard to table this order until the Mayor, Council President and City Manager have met and come up with a proposed budget calendar.

Vote: Unanimous.

City of Biddeford, Maine



The Office of
City Manager

James A. Bennett

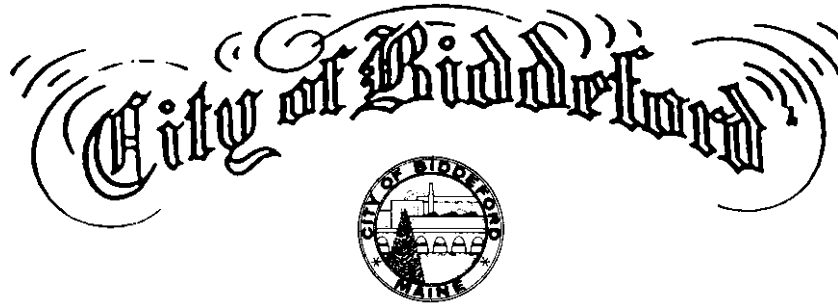
Email: jbennett@biddefordmaine.org

MEMORANDUM

TO:	Honorable Mayor Casavant Honorable City Council Department Heads
FROM:	James A. Bennett, City Manager
DATE:	January 14, 2020
RE:	FY2021 Budget Calendar

Attached is the revised proposed calendar for the FY2021 budget process. At this point, it is considered a draft only. After review and any revisions, it will be finalized.

Date	Time	Day	Item	Location
01/02/20	9:00 AM	Thurs	Budget forms available for staff	
01/27/20	5:00 PM	Mon	Dept head submittals due to Finance Director	
02/21/20	5:00 PM	Fri	City Manager completes changes; to Finance Director	
03/05/20	5:30 PM	Thurs	City Manager presents budget to City Council	Chambers
03/10/20	5:30 PM	Tues	CM in depth review with DH; part 1	Chambers
03/12/20	5:30 PM	Thurs	CM in depth review with DH; part 2	Chambers
03/17/20	6:00 PM	Tues	School budget presentation	Chambers
03/23/20	5:30 PM	Mon	1 st public hearing at Council; social service presentations	Chambers
03/26/20	5:30 PM	Thurs	Budget committee mtg	Chambers
03/31/20	5:30 PM	Tues	Budget committee mtg	Chambers
04/02/20	5:30 PM	Thurs	Budget committee mtg	Chambers
04/09/20	5:30 PM	Thurs	Budget committee mtg	Chambers
04/14/20	5:30 PM	Tues	Budget committee mtg	Chambers
04/16/20	5:30 PM	Thurs	Budget committee finalize to submit to City Council	Chambers
04/28/20	7:00 PM	Tues	2 nd public hearing on budget; first reading budget (school & city)	TBD
04/30/20	5:30 PM	Thurs	Council Budget workshop (if necessary)	Chambers
05/05/20	6:00 PM	Tues	2 nd reading full budget	Chambers
06/09/20		Tues	School referendum question	
06/30/20	6:00 PM	Tues	Final date allowed by charter for budget adoption	

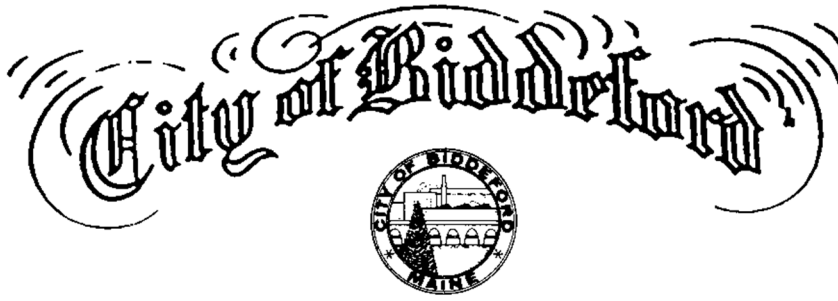


2020.7

IN BOARD OF CITY COUNCIL...JANUARY 21, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of \$20,000.00 for the Heart of Biddeford-sponsored weekly music events at Mechanics Park that take place throughout the summer. Funds are to come out of the Contingency account.

NOTE: The Finance Committee will consider this item at their January 21, 2020 meeting and vote to recommend approval by the City Council.



2020.8 **IN BOARD OF CITY COUNCIL...JANUARY 21, 2020**
BE IT ORDERED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 2, Administration, Article V Finance, be amended by adding Division 6 – Senior Property Tax and Rent Assistance Refund Program as follows:

Division 6 – Senior Property Tax and Rent Assistance Refund Program

Sec. 2-300. Purpose.

The purpose of this article is to establish a program to provide a property tax and rent assistance refund to persons 65 years of age and over who reside in the City of Biddeford. Under this program, the City of Biddeford will provide refund payments to those individuals who maintain a homestead in the City of Biddeford and meet the criteria established by this Division.

Sec. 2-301. Definitions.

As used in this article, the following terms shall have the meanings indicated:

BENEFIT BASE

Property taxes paid by a qualifying applicant during the tax year on the qualifying applicant's homestead or rent constituting property taxes paid by the resident individual during the tax year on a homestead.

HOMESTEAD

For purposes of this article, "homestead" shall have the same meaning as defined in 36 M.R.S. § 5219-KK(1)(C). Generally, a homestead is a dwelling owned or rented by the person seeking tax assistance under this article or held in a revocable living trust for the benefit of that person. The dwelling must be occupied by that person and that person's dependents as a home.

INCOME

Total household income as determined by the total (gross) income reported on the applicant's most recent federal income tax return (line 22 of Form 1040; line 15 of Form 1040A; line four of Form 1040EZ), plus the total (gross) income reported on the most recent federal income tax return of each additional member of the household if filing separately. If the applicant and/or any member of the household do not file a federal income tax return, income shall be the cumulative amount of all income received by the applicant and each additional member of the household from whatever source derived, including, but not limited to, the following items:

- A. Compensation for services, including wages, salaries, tips, fees, commissions, fringe benefits and similar items;
- B. Gross income derived from business;
- C. Gains derived from dealings in property (capital or other);
- D. Interest;
- E. Rents from real estate;
- F. Royalties;
- G. Dividends;
- H. Alimony and separate maintenance payments received;
- I. Annuities;
- J. Pensions;
- K. Income from discharge of indebtedness;
- L. Distributive share of partnership gross income;
- M. Income from an interest in an estate or trust;
- N. IRA distributions;
- O. Unemployment compensation; and
- P. Social security benefits.

QUALIFYING APPLICANT

A person who is determined by the City Manager upon recommendation by the General Assistance Administrator or his/her designee, after review of a complete application under Sec. 2-303 of this article, to be eligible for a refund payment under the terms of this article.

RENT CONSTITUTING PROPERTY TAX

Fifteen percent of the gross rent actually paid in cash or its equivalent during the tax year solely for the right of occupancy of a homestead. For the purposes of this article, "gross rent" means rent paid at arm's length solely for the right of occupancy of a homestead, exclusive of charges for any utilities, services, furniture, furnishings or personal property appliances furnished by the landlord as part of the rental agreement, whether or not expressly set out in the rental agreement.

Sec. 2-302. Criteria for participation.

In order to participate in the property tax assistance program, an applicant shall demonstrate all of the following:

- A. The applicant shall be 65 years of age or more at the time of application.
- B. The applicant shall have a homestead in the City of Biddeford at the time of the application and for the entire year prior to the date of application.
- C. The applicant has been a resident of the City of Biddeford for at least 10 years immediately preceding the date of application for participation in the Program.
- D. The applicant shall meet the application and eligibility criteria set forth in Sec 2-303 and 2-304 and of this article.

Sec. 2-303 Application and payment procedures.

- A. Persons seeking to participate in the property tax assistance program shall submit an application to the General Assistance Administrator no later than August 1 of the year for which the refund is requested. Applications are required for every year the applicant seeks to participate in this program. The application form for the program shall be made available upon request in the General Assistance Administrator's office and online and shall include, at a minimum, the applicant's name, homestead address and contact information. Attached to all applications shall be proof of household income.

- B. Applicants shall also submit proof of property taxes paid or rent constituting property taxes paid during the tax year on the individual's homestead in the City of Biddeford.
- C. The General Assistance Administrator or his/her designee shall coordinate the review of applications and determine if the application is complete and accurate and if the applicant is otherwise eligible to participate in the program. The General Assistance Administrator or his/her designee shall notify an applicant if an application is determined to be incomplete. Failure to provide required information within the time specified shall result in an incomplete application determination. The General Assistance Administrator's decision on eligibility to participate in the program shall be final.

Sec. 2-304 Determination of eligibility and amount.

- A. Eligibility under this article is designed to provide greater benefits proportionally to applicants with lower income in relation to their benefit base. Applicants with income greater than an amount equal to 90% of the applicable United States Department of Housing and Urban Development metropolitan area median family income, as adjusted annually and as adjusted for family size, shall not be eligible for benefits under this article. Eligible applicants will receive a benefit totaling the amounts set forth in Subsection A(1) and (2) as follows, provided that the cumulative maximum benefit allowed shall be \$750:
 - (1) The total amount of any increase to the applicant's benefit base from the most recent tax year to the current tax year; and
 - (2) Benefits based on a calculation of the applicant's benefit base as a percentage of their income [(Benefit/Income) x 100 = Benefit base as percent of income.]
 - (a) If the benefit base as a percent of income is 10% or greater, the applicant will receive \$350;
 - (b) If the benefit base as a percent of income is 8.00% to 9.99% of income, the applicant will receive \$250;
 - (c) If the benefit base as a percent of income is 6.00% to 7.99% of income, the applicant will receive \$150;
 - (d) If the benefit base as a percent of income is 5.99% or less, the applicant will receive \$50.

Sec. 2-305 Limitations on payments.

- A. The City Manager shall report to the Biddeford City Council for approval at its first meeting in October each year the projected payments and number of eligible applicants requesting assistance from the program fund.
- B. Payments under this article shall be conditioned upon the existence of sufficient monies in the program fund for the year in which participation is sought. If there are insufficient program funds to pay all qualifying applicants under this article per the calculations set forth in Sec. 2-304, payments shall be limited to the amounts available in the fund and may be prorated accordingly. In the event a lack of funding results in no payment or less than the full payment to a qualifying applicant, the request and/or unpaid balance will not carry over to the next year.

Sec. 2-306 Creation of program fund.

The program fund from which payments shall be made under the terms of this article shall be created as follows:

- A. The City Council shall appropriate funds annually. The appropriation shall first cover administrative program costs with the remaining balance available for benefit payments. Thereafter, the City Council may annually appropriate funds in an amount acceptable to the City Council from the general fund or other sources to support this program as part of the budget approval process.
- B. Any surplus funds available after all payments have been made shall be carried forward to the next fiscal year.

Sec. 2-307 Timing of payments.

A person who qualifies for payment under this program shall be mailed a check for the benefit amount for which he/she is eligible under Sec. 2-304 no later than 14 days from the date of Council approval of the City Manager's report under Sec. 2-305(A).

Sec. 2-308 One applicant per household.

Only one qualifying applicant per household shall be entitled to payment under this program each year. Eligibility shall be determined based on total household income. The right to file an application under this article is personal to the applicant and does not survive the applicant's death, but the right may be exercised on behalf of an applicant by the applicant's legal guardian or attorney in fact. If an applicant dies after having filed a timely complete application that results in a determination of qualification, the amount due the deceased applicant shall be disbursed to another member of the household upon

request and as determined by the General Assistance Administrator. If the applicant was the only member of a household, then no payment shall be made under this article



City Council

Meeting Date: January 21, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: Orders of the Day – 6.e.

Item Description: 2020.8) Approval/Senior Property Tax and Rent Assistance Refund Program

Submitted by: Brian S. Phinney, COO

Supporting Information/Documentation:

Order 2020.8

December 17, 2019 Council Workshop -

http://biddeford.granicus.com/MediaPlayer.php?view_id=1&clip_id=675

December 10, 2019 Council Workshop -

http://biddeford.granicus.com/MediaPlayer.php?view_id=1&clip_id=671

October 1, 2019 Council Workshop –

http://biddeford.granicus.com/MediaPlayer.php?view_id=1&clip_id=633

August 20, 2019 Council Workshop -

http://biddeford.granicus.com/MediaPlayer.php?view_id=1&clip_id=600

June 11, 2019 Council Workshop -

http://biddeford.granicus.com/MediaPlayer.php?view_id=1&clip_id=551

Key Terms:

N/A

Executive Summary:

As a continuation of the June 11th, August 20th, October 1st, December 10th, and December 17th discussions, a draft *Senior Property Tax and Rent Assistance Refund Program* ordinance is being presented for consideration.

As proposed, the ordinance includes or addresses the following:

- An age criteria of 65 years old or older
- Requires a homestead in Biddeford for the entire year prior to application
- Requires resident status for the 10-years prior to application
- Requires an application each year
- Requires applicant to show proof of property taxes or rent paid
- Requires applicant to meet income requirements (90% of median family income)

- Appropriation recommendation for year 1 program benefit capped at \$100,000
- Appropriation recommendation for year 1 administrative costs capped at \$38,000 with appropriation to first cover program costs with the remainder transferred to the program benefit fund
- Appropriation in subsequent years at the will of the Council based on prior history
- Applicants shall be eligible for a rebate up to \$750 in two parts – (1) change in taxes or rent (net increase) and (2) income-based rebate
- Actual refund shall provide the greater benefit to those with lower income (as per State statute)

As proposed if the need exceeds available funding all applicants will receive a prorated share of the program appropriation.

Detailed Review:

As a continuation of previous discussions this agenda brief provides specifics on the “final draft” ordinance intended to create a property tax and rent rebate program for seniors. e.

The State of Maine enacted legislation allowing municipalities to create property tax and rent relief programs. This draft follows the established guidelines. The legislation stipulates that the age criteria eligibility shall be 62 years or older. The Ordinance as proposed identifies the minimum eligible threshold age of 65 years.

Current projections indicate there may be approximately 2,136 eligible applicants. It should be noted that the financial estimate is based on a “best guess” estimate using existing homestead data correlated with property owner data. Also the legislation requires equal access for homeowners and renters. While the City has some data regarding homeowners and homestead recipients, rental data does not exist. Finance used the ratio of homeowners to homestead recipients and applied the ratio to known available rental units to estimate renter participation.

To limit the City’s financial exposure and due to the unknown level of participation, the ordinance includes a provision for setting aside a set dollar amount annually through the appropriation process. Staff recommends appropriating \$138,000 in the first year of implementation - \$38,000 for administration and \$100,000 for distribution.

Addressing administration first, there are program implementation and staffing concerns associated with the program. Staff recommends assigning the application review process to the General Assistance Office. This is primarily due to the confidential nature of information handled through the office and familiarity with the process of income verification as part of the routine GA eligibility review. The ordinance specifies applications are due by August 1 of each year. This means that applications will be received over a short period and will need to be processed within a reasonable amount of time. The ordinance actually specifies the first regular meeting in October as the date that the city manager is to report details of the

program to the Council. Thus the applications need to be processed within 45 calendar days leaving room for review and QA/QC review. The projected *eligible* population could be as high as 2,136. As a hypothetical example, if 2,136 applications are received and it takes 30 minutes to review each application it would take a single person approximately 152 days to process the applications. With a staff of two and existing GA obligations, it is unreasonable to expect staff to have the ability to process applications. Therefore a budget appropriation of \$38,000 is proposed for year 1.

The most efficient mechanism for application processing will depend on the number of applications received each year. For year 1, the appropriation is intended to fund out-sourcing the reviews. Any remaining administrative funds are to be added to the benefit fund for distribution. Hiring a short-term workforce was considered but space availability, supervision, equipment, and training would be cost prohibitive.

Moving to distribution of funds, distribution could be based on a first-come-first-served basis until the funding is exhausted. Alternatively, all applicants could be awarded a refund based on a prorated share of available funding. Staff believes the proration format is the appropriate distribution method and this is reflected in the order..

Assuming a funding limit of \$100,000, prorated payments will begin if greater than 9.1% (133) of estimated eligible applicants apply and are eligible for the full \$750 rebate. At \$100,000, if 68.3% of eligible applicants apply and are eligible for the full \$750 rebate the prorated benefit payment would be limited to \$100.

Applicants will need to show property taxes or rent payments, provide verification of income (income tax form), and meet income eligibility requirements. Once the eligibility requirements are met, the benefit is calculated up to a maximum of \$750.

First, there will be a comparison of property tax or rent paid for the subject year and prior year. An increase would serve as the benefit base. The maximum benefit being \$400. Next, the "increase" is divided by the applicant's income multiplied by 100 to obtain a percentage of rent or taxes paid. The benefit due is based on a sliding scale as per Sec 2-304 ranging from \$350 to \$50.

An applicant eligible for the maximum benefit would receive \$750 (\$400 + \$350).

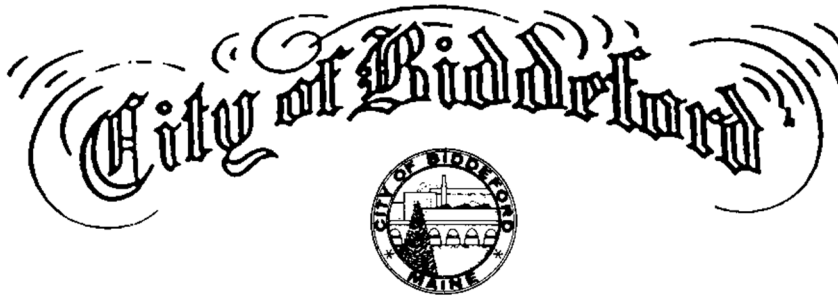
An applicant eligible for the minimum benefit would receive \$50.

Funding Source:

Annual budget appropriation required. Year 1 appropriation is recommended at \$138,000.

Staff Recommendation:

Staff is neutral on the issue as this is strictly a policy decision. The order as draft is believed to provide the framework and funding needed to implement such a program.



2020.9

IN BOARD OF CITY COUNCIL...JANUARY 21, 2020

BE IT ORDERED, by the City Council of the City of Biddeford that the City Manager be authorized to develop and execute a stormwater easement with the York Judicial Center, or their designated representative, for property located at 516 Elm Street (Tax map 14 Lot 14-3) and 520 Elm Street (Tax map 14, Lots 14-1 and 14-2).

BE IT FURTHER ORDERED, that the stormwater easement be developed in consultation with the City Solicitor;

BE IT FURTHER ORDERED, that the stormwater easement be developed substantially in the form outlined in the Council Agenda Brief.



City Council

Meeting Date: January 21, 2020

Meeting Time: 6:00 p.m.

Agenda Item No: Orders of the Day – 6.f.

Item Description: 2020.9) Consideration/Stormwater Management Easement Request for York Judicial Center/Gorrill Palmer

Submitted by: Brian S. Phinney, COO in consultation with Tom Milligan, city engineer

Supporting Information/Documentation:

Order 2020.9

1-21-2020 York Judicial Center Stormwater Easement Request – Gorrill Palmer (letter dated January 14, 2019 with attachments)

1-21-2020 York Judicial Center – Pre Post Layout (plan)

Key Terms:

N/A

Executive Summary:

The York Judicial Center is seeking an easement on City property to manage the York Judicial Center (YJC) site's stormwater needs. The easement would be specific to property behind 520 Elm Street (Tax Map 14, Lots 14-1, and 14-2) with access from 516 Elm Street (Tax Map 14 Lot 14-3).

The project entails the construction of a new stormwater facility to replace the existing municipal stormwater treatment area located on the referenced property. This existing system treats stormwater from approximately 1,400 linear feet of Rt. 1 as part of the most recent MDOT widening project.

YJC proposes to pay for the expansion at a cost of \$400,000 - \$450,000. The entire system will be upgraded to current MEDEP Chapter 500 Stormwater Standards. The expansion will stay within the limits of the existing grading plan. YJC will be responsible for maintenance of the system. Finally, the City will receive additional treatment capacity to be applied/assigned to new development.

Detailed Review:

The consultant for the YJC project has requested an easement to allow use of the existing stormwater management area across the street from the courthouse property. The existing stormwater structure was constructed as part of the MDOT Route 1 widening project.

Specifically, the consultant is requesting that the city provide an easement allowing access to and ability to expand and maintain the existing stormwater management system at 522 Elm Street (across Route 1 from the proposed courthouse project). The applicant is proposing to expand the existing system to manage and treat the stormwater from their site. They are proposing to upgrade and expand the existing stormwater management system at no cost to the city. The cost of construction is estimated to be \$400,000-\$425,000. The proposal also specifies providing long-term maintenance of the system. The responsibility for maintenance of the existing system is currently a municipal responsibility. The construction will bring the existing system up to existing MDEP Chapter 500 Stormwater Standards and provide the City with capacity to treat an additional 3 acres. The city can reserve the capacity or assign it in support of future development. The easement is required to demonstrate right title and interest for permitting purposes.

The city engineer concludes the following:

- The proposal provides for additional treatment capacity for any future growth in that portion of the city – an avoided cost.
- The proposed design will provide water quality treatment to stormwater passing through that basin at today's standards. The proposed stormwater management design will be beneficial to the overall Thatcher Brook Watershed Management Program by providing additional treatment of the stormwater already discharged into to that basin as well as providing water quality treatment for the proposed new flows.
- The municipality benefits from the capital investment of \$400,000 to \$450,000 without giving up additional acreage already designated for stormwater treatment.
- The calculated additional available treatment capacity is approximately 3 acres.

Funding Source:

N/A

Staff Recommendation:

Staff recommends authorizing an easement with the following clarifications:

- The applicant will be required to pay the applicable municipal stormwater impact fee (CFUP).
- The applicant will be required to pay for all costs associated with the easement and upgrade.
- The applicant will perform any upgrades to the access road needed to facilitate maintenance of the system.
- The placement of stormwater conveyance lines and associated structures feeding the stormwater treatment system will be located to the satisfaction of the city engineer so as not to limit access across 516 Elm Street or access to the westerly portion of 522 Elm Street.

January 14 2019

James Bennett, City Manager

City of Biddeford
205 Main Street
Biddeford, ME 04005
(via email)

Subject: York Judicial Center Stormwater Management Easement

Dear Mr. Bennett:

On behalf of the Maine Judicial Branch, applicant for the planned York Judicial Center at 511 Elm Street, we request consideration at the City Council's next meeting on January 21, 2020. As you may be aware, the applicant is seeking an easement on City property to manage the York Judicial Center (YJC) site's stormwater needs.

This would entail the construction of a new stormwater facility to replace an existing City stormwater treatment area located on City property behind 520 Elm Street (Tax Map 14, Lots 14-1, and 14-2) with access from 516 Elm Street (Tax Map 14 Lot 14-3). This existing area currently treats stormwater mostly from a portion of Elm Street, U.S. Route 1 (approximately 1,400 linear feet). Designed to meet the standards at the time, it does not meet today's Maine Department of Environmental Protection (MDEP) Stormwater Rules. This is especially important since this portion of the City lies within Thatcher Brook's Urban Impaired Stream Watershed. The proposed construction would provide for a new retention (wet) pond that conforms to MDEP's Chapter 500 Standard, and accommodate the treatment of additional impervious area within the Urban Impaired Stream watershed than what is being treated today, while also treating the YJC site, located across the street.

In 2015 the City issued for public comment a finalized Management Plan for the Thatcher Brook Watershed. A primary goal of the Plan is to improve water quality of the Brook to meet state water quality standards. The Plan identifies *Retrofits that may potentially be implemented by this approach generally include...the retrofit of existing detention basins to improve water quality treatment capacity.* The included action plan goes on to include potential 'retrofits', similar to what is being proposed here, as opportunities to help meet the water quality objective.



Our December 9th letter to City Engineer, Tom Milligan, is attached and provides the historical background of the project site, the City property, and preliminary calculations that demonstrate the feasibility of the property to be retrofitted to benefit both the YJC site and the City of Biddeford's stormwater needs. A summary of that letter and the benefits to the City is provided below. Subsequent to our meeting on December 20th with the City Engineer and Greg Tansley, City Planner, we performed additional calculations to refine the capacity and footprint of the proposed pond and found the maximum impervious area that could be treated, while remaining in the general limits of the current footprint of the existing stormwater facility, is approximately 10 acres. This maximum area allows for 4.9 acres on the YJC site, 2.1 acres (Route 1) currently being treated, and 3 acres of additional impervious area.

Background

The YJC project site requires a Stormwater Permit from the MDEP to demonstrate compliance to their Chapter 500 Rules that includes standards that, in part, ensure: proper erosion and sedimentation control; appropriate water quality and treatment of stormwater; flood control; and converting concentrated stormwater flow to a less detrimental sheet flow. In addition, because the project site is within an urban impaired stream watershed, compensation or mitigation is required.

To meet the MDEP standards, and considering the project site's free-draining soils, the use of an infiltration type stormwater treatment system was considered. During the pre-application review of the project, MDEP encouraged the applicant to look for alternative methods of stormwater treatment. With this in mind, the upgrade and expansion of the City's stormwater area (BMP) that is located across the street from the project site was considered as an alternative to infiltration.

Sometime in late 2012, through the MDOT reconstruction of a portion of U.S. Route 1 (Elm Street) between Beaudoin Avenue and Grayson Street, the City provided the use of their property at 520 Elm Street, for the construction of the project's stormwater outlet and treatment. The property, an abandoned gravel pit acquired by the City in 1999, is a natural low lying area and is ideal for managing stormwater. With the construction of stormwater BMP (level spreader berm and filter bed) the City took on the responsibility to maintain the treatment system.

Benefits to the City

Allowing the use of city owned land, that is currently operated as a stormwater treatment system, to accommodate the stormwater run-off from the York Judicial Center's site, the City gains a number of benefits in elimination of maintenance costs, increase capacity to treat impervious area, and help meet water quality goals in an impaired watershed. The proposed upgrade would have the following results:

- I. The York Judicial Center would assume all maintenance responsibilities for the new stormwater treatment system upon completion of construction, where it is currently a maintenance need for the City;



2. A stormwater treatment system that conforms to MDEP's Chapter 500 Rules which provides for the City to help meet their water quality objectives in the Thatcher Brook Urban Impaired Stream Watershed;
3. A stormwater treatment system that has 140% greater capacity (approximately 3 acres) to treat impervious area for future development within this area of the watershed.

Next Steps

If the City Council is amenable to the York Judicial Center utilizing the city owned land currently operating as a stormwater treatment system with the upgrades that are outlined above, we would request a Council resolution that demonstrates the City's intent to grant an easement. This stated support can be used to continue with the project's local and state regulatory review, with the expectation that the legal logistics for the easement can be finalized and executed as part of the Contract Zone Amendment, the City endorsed in September of last year.

Please let me know if you have any questions or you are in need of additional information. We look forward to meeting with the Council at their next meeting.

Best regards,

Gorrill Palmer

Chris DiMatteo
Project Manager

CC: James Glessner, Administrative Office of the Courts
Clair Coburn, Finegold Alexander Architects
Philip Johnston, MC2

Enclosure

December 9, 2019

Tom Milligan, City Engineer

City of Biddeford
205 Main Street
Biddeford, ME 04005

Subject:

**York Judicial Center
Option for Stormwater Treatment
511 Elm Street**

Dear Mr. Milligan:

Gorrill Palmer was pleased to meet with you on Thursday, December 5th to discuss a potential option for stormwater treatment for the proposed York Judicial Center (YJC) at 511 Elm Street in Biddeford. As discussed, there is an opportunity to improve the existing stormwater BMP located on the City owned property across from the YJC site to meet the Chapter 500 Standard. This would provide additional treatment of impervious area within the Urban Impaired Stream watershed while also treating the YJC site.

The following narrative provides the historical background of the project site, as well as the City property. This letter also provides preliminary calculations to present the feasibility of the site to be retrofitted to benefit both the Judicial Center as well as the City of Biddeford.

Stormwater Review

The Maine Department of Environmental Protection's (MaineDEP) Chapter 500 Rules applies to projects that disturb one acre or more of land area and requires a stormwater permit pursuant to the Stormwater Management Law or Site Law. The York Judicial Center project will disturb approximately 7.1± acres of land area while creating approximately 5.56 acres of impervious area which requires a Site Location of Development Act (Site Law) Permit.

Upon review of the MaineDEP Chapter 500 Rules, the following standards apply:

- Basic Standards (erosion and sedimentation control);
- General Standards (water quality and treatment standards);
- Urban Impaired Stream Standard (compensation for development in an urban impaired stream watershed);
- Flooding Standard (quantity control); and
- Redistribution of Stormwater Discharge Standard (converting concentrated flow into sheet flow).

It has been determined that there is no apparent runoff from the site; therefore, the site is self-contained and internally drained through the onsite Type-A (well-drained) soils. With no apparent runoff leaving the site, on-site infiltration of nearly all stormwater would have to be designed to meet the Flooding Standard such that the predevelopment peak flows are not exceeded as required by the Chapter 500 Rules.



During a MaineDEP Preapplication Meeting, the pre-existing conditions and Flooding Standards were discussed. The MaineDEP representatives, Jennifer McGill, Aubrey Strause, and John Hopeck discussed strategies on how best the project could meet the standards, such as infiltration. The MaineDEP expressed concerns with infiltration as a form of treatment and encouraged evaluation of alternative methods.

It was determined through researching archived drawings, that the Maine Department of Transportation (MaineDOT) reconstructed a section of U.S. Route 1 adjacent to the site in 2012. As part of the reconstruction project, the MaineDOT constructed a stormwater BMP (best management practice) for an unknown level of treatment on the lot opposite (Map 14, Lots 14-1, 14-2, 14-3) of the York Judicial Center site. After reviewing the U.S. Route 1 reconstruction plans, it was determined that the City infrastructure is routed to this stormwater BMP and that the City of Biddeford is the owner of record of the lots. Our office discussed retrofitting the BMP with the MaineDEP and they stated that retrofitting the BMP to meet current treatment and quantity standards would be an acceptable method for controlling stormwater runoff and would likely support this design if proposed.

GP has reviewed the option to “retrofit” the stormwater BMP into a wet pond. This option would have benefits to the City of Biddeford. These benefits include:

- Currently, the City of Biddeford provides maintenance for the existing BMP. The York Judicial Center would consider an agreement to share maintenance responsibilities for the proposed facility upon completion of construction.
- The existing stormwater buffer constructed by MaineDOT was designed to provide a level of treatment for the tributary area that may have met the requirements prior to Thatcher Brook being listed as Urban Impaired. The proposed wet pond retrofit would be sized for the tributary area and meet or exceed the current Chapter 500 Rules for both YJC site and the tributary offsite areas. This additional treatment would be taking steps toward improving the quality of the Thatcher Brook watershed.
- As currently envisioned, the potential wet pond would be constructed within the current footprint of the existing buffer and would not further encumber the remaining property to limit or prohibit future development of the site by the City.

PRELIMINARY ANALYSIS

Below discusses a preliminary analysis of a potential wet pond retrofit. Preliminary calculations were completed and were done conservatively, additional calculations will be required for final design.

Proposed Wet Pond

General Standard

GP has performed initial calculations to determine the tributary areas to the stormwater buffer BMP identified as Point of Interest 1 (POI 1). The approximate area tributary to POI 1 pre-development is presented in the following Table 1:

Table 1 – Pre-development Tributary Area		
	Impervious (acre)	Non-Impervious (acre)
Offsite (Roadways, Bldgs, Etc.)	2.1	4.4

By retrofitting the existing stormwater BMP to a wet pond, the approximate area tributary to POI 1 in the post development would be as presented in the following Table 2:



Table 2 – Post-development Tributary Area		
	Impervious (acre)	Non-Impervious (acre)
Offsite (Roadways, Bldgs, Etc.)	2.1	4.4
Onsite (YJC property)	4.9	2.3
Total	7	6.7

Using the Chapter 4 – Wet Ponds, of the MaineDEP BMP Stormwater Manual, the proposed wet pond would need a permeant pool volume of approximately 69,000 CF and provide a channel protection volume of 35,000 CF to satisfy the impervious area and non-impervious area for both on-site and off-site tributary areas. The required volumes can be provided with a bottom elevation of 141' (existing low point elevation at proposed location) and a top elevation of 150'. The preliminary elevations and volumes are summarized in the following table:

	Required	Preliminary Evaluations Provided
Pond Base Elevation		141.0
Permanent Pool Volume	69,000 cu. ft.	69,000 cu. ft.
Elevation at Permanent Pool Volume		147.6
Channel Protection Volume	35,000 cu. ft.	35,000 cu. ft.
Elevation at Channel Protection Volume		149.26
Pond Volume at elev. 146.6		55,000 cu. ft.
Surface Area at elev. 146.6		13,500 sq. ft.
Mean Depth	3 to 10 ft	4
UD Trench Length	35 ft.	35 ft.

The preliminary sizing of the pond indicates there would be an additional 21,000 CF of storage which would allow for approximately 5 acres of additional impervious area to be tributary to the pond. As the design is only preliminary, if additional capacity is desired by the City, this could be further evaluated during the design process. Please see the attached sketch included with this letter for the potential footprint and location.

Flooding Standard

A preliminary HydroCAD analysis of the pre-development off-site tributary area results in a pre-development runoff of approximately 8.75 cfs for a 25-year 24-hour type III storm.

In the post-development condition, the wet pond will be modeled with an outlet control structure with an orifice controlling the outflow and will meet the Flooding Standard of the Chapter 500 Rules.

Urban Impaired Stream Standard

As the project is located within Thatcher Brook, which is listed as an Urban Impaired Stream, the site must meet the Urban Impaired Stream Standards. Chapter 501 requires that development of the project treat all onsite development areas. An Urban Impaired Stream impact fee would be required for the development area unless additional offsite areas are treated which are greater than or equal to the Urban Impaired Credits required for the development site. The following table, based upon Chapter 501 represents the required treatment credits for the proposed YJC site.



Type of surface	Project Area	Mitigation Credits Required per acre	Credits Required for Mitigation
Non-Roof impervious area	4.51 acres	0.5	2.26
Roof area	0.79 acres	0.2	0.16
Landscape area	1.8 acres	0.1	0.18
	7.1 acres	Total	2.6

As discussed, the MaineDOT reconstructed a segment of U.S. Route 1 in Biddeford. As part of the reconstruction project the MaineDOT constructed two Level Spreaders with filter beds and seeded buffers as shown on the attached plans. Based upon our review, it appears that the existing buffer would meet the current Chapter 501, Table 2 – Retrofit with General Standards at 1/3 required sizing. An excerpt of the treatment credits table is shown below:

Mitigation activity	Development Type	Credits Earned (per acre treated)
Retrofit with general standards at 1/3 required sizing	Road or high use parking lot	0.5 credit
	Medium use parking lot	0.4 credit
	Other parking lot	0.3 credit
	Roof or other impervious area	0.2 credit
	Landscaped area	0.1 credit

The potential wet pond would meet Table 2 – Retrofit with general standards at required sizing. Excerpt of table below:

Mitigation activity	Development Type	Credits Earned (per acre treated)
Retrofit with general standards at required size	Road or high use parking lot	1.5 credit
	Medium use parking lot	1.2 credit
	Other parking lot	0.9 credit
	Roof or other impervious area	0.6 credit
	Landscaped area	0.3 credit

Using the differential between the above tables, the following credits can be earned by when upgrading to the wet pond for the treatment of the tributary offsite areas:

Development type	Available Credits by Upgrading (per acre)	Area Being Treated (Offsite areas) (acre)	Credits Earned
Road or high use parking lot	1	1.3	1.3
Medium use parking lot	0.8	0	0
Other parking lot	0.6	0.60	0.4
Roof or other impervious area	0.4	0.20	0.1
Landscape area	0.2	4.4	0.8
	Total	6.5	2.6



As can be seen from the tables above, the project site requires treatment of 2.6 credits or will be required to pay the Urban Impaired Stream impact fee. By upgrading the existing BMP such that treatment meets the general standard, preliminarily, it would appear that 2.6 credits are earned which meets the credit required for the development and therefore it does not appear that a fee would be assessed.

Next Steps

If the Engineering Department believes expanding the level of treatment for stormwater treatment on the offsite property would be beneficial to the City and the YJC project it is our understanding that the following steps would be taken:

- City provides a Letter of Intent to YJC providing Title, Right, and Interest to allow site plan and stormwater permit processes to continue, thereby providing full details for review moving forward.
- Outline process by which the City would grant an easement for construction of the wet pond.
- Develop cost sharing arrangement for future maintenance of the BMP.

Attachments

- Attachment A – MDOT Design Plans for Biddeford Route 1 Stormwater Outlet
- Attachment B – Preliminary Wet Pond Sketch and Location Map

The project team looks forward to discussing the potential retrofit of the existing BMP. Please contact this office at 207-772-2515 or dreynolds@gorrillpalmer.com to discuss the project.

Sincerely,

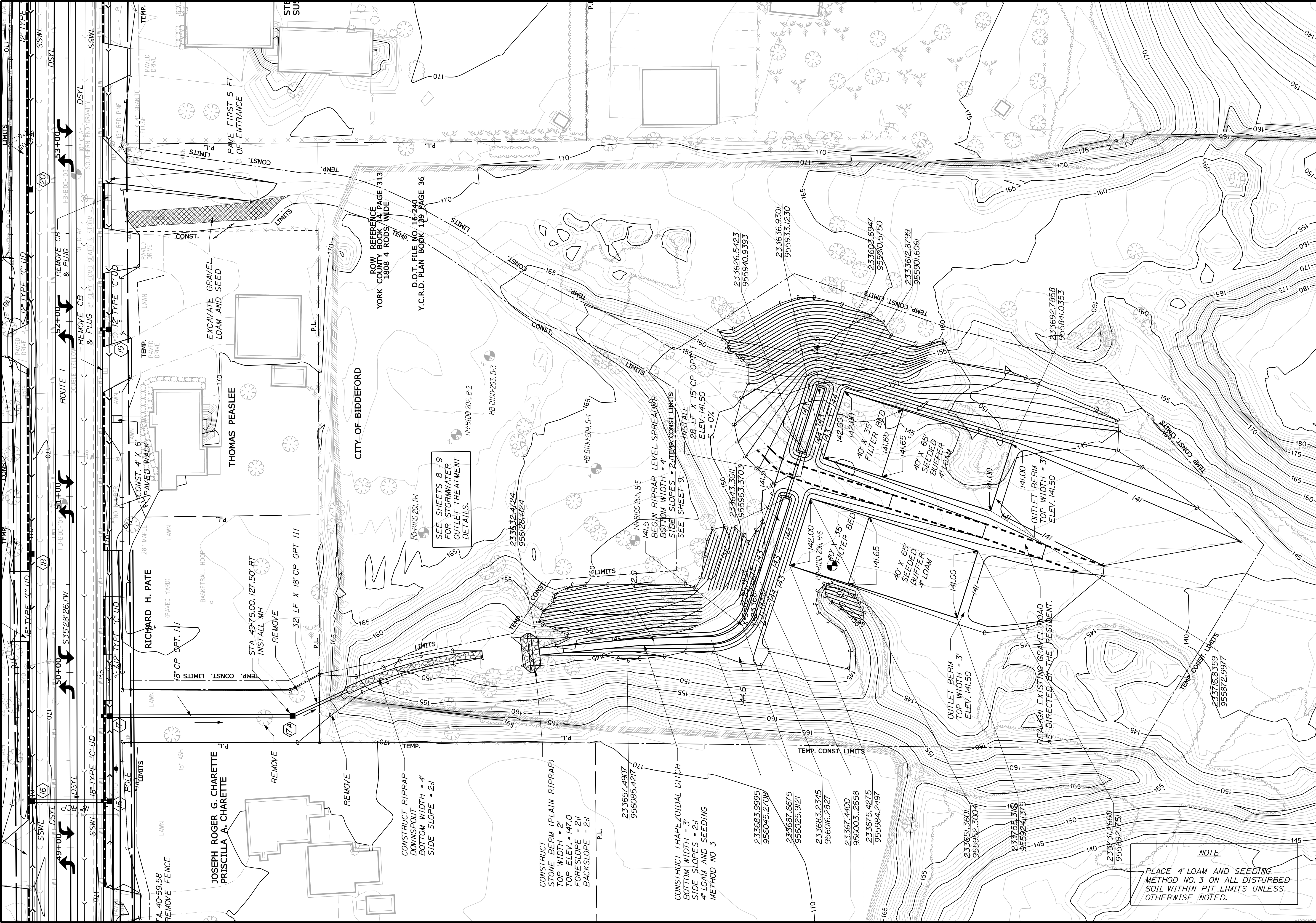
Gorrill Palmer

Douglas Reynolds, PE
Project Manager

CC: James Glessner, Administrative Office of the Courts
Philip Johnston, MC2
Clair Coburn, Finegold Alexander Architects

Enclosures:

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STATE OF MAINE

DEPARTMENT OF TRANSPORTATION

STP-1481(400)X

WIN 14814.00

HIGHWAY PLANS

SHEET NUMBER

8

OF 102

BIDDEFORD

ROUTE 1

STORMWATER OUTLET

PROJ. MANAGER

ERNE MARTIN

BY

DATE

DESIGN-DETAILED

RCL

5-12

SIGNATURE

CHECKED-REVIEWED

ALG

5-12

4226

DESIGNS-DETAILED

P.E. NUMBER

REVISIONS 1

5/23/12

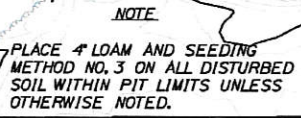
REVISIONS 2

DATE

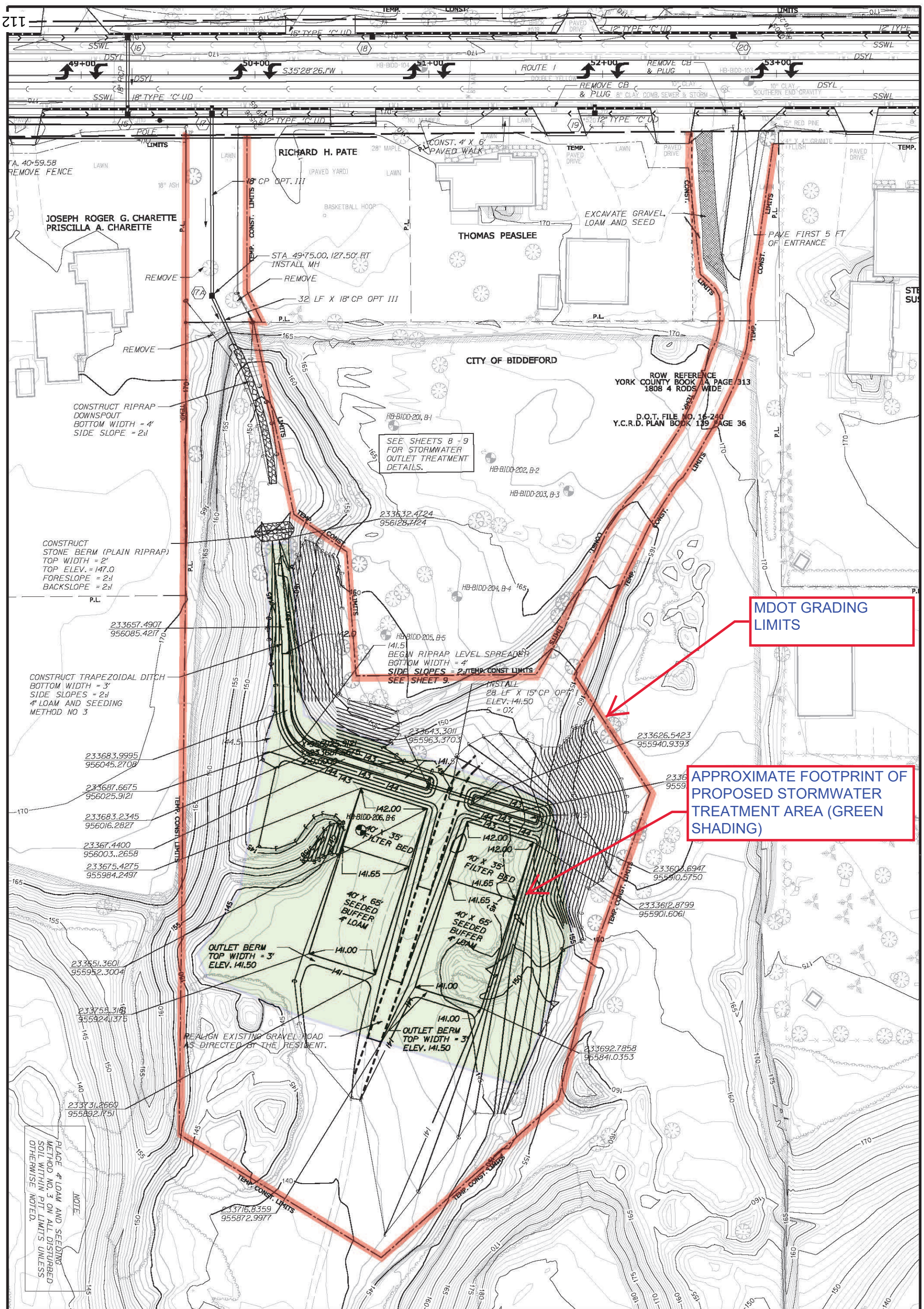
REVISIONS 3

REVISIONS 4

FIELD CHANGES



SHEET NUMBER 8 OF 102	BIDDEFORD ROUTE 1	PROJ. MANAGER ERNE MARTIN BY DATE				STATE OF MAINE
		DESIGN DETAILER RCL	RCL	5-12	SIGNATURE	DEPARTMENT OF TRANSPORTATION
		CHECKED - REVIEWED ALG		5-12	4266	
		DRAWING CHECKED FOR ERRORS DESIGNED DETAILER			P.L. NUMBER	STP-1481(400)X
		REVISIONS 1			5/29/12	
		REVISIONS 2			DATE	
STORMWATER OUTLET		REVISIONS 3			WIN	HIGHWAY PLANS
		FIELD CHANGES			14814.00	



MDOT GRADING LIMITS

APPROXIMATE FOOTPRINT OF
PROPOSED STORMWATER
TREATMENT AREA (GREEN
SHADING)

NOTE
PLACE 4" LOAM AND SEEDING
METHOD NO.3 ON ALL DISTURBED
SOIL WITHIN PIT LIMITS UNLESS
OTHERWISE NOTED.

SHEET NUMBER

BIDDEFORD
ROUTE 1

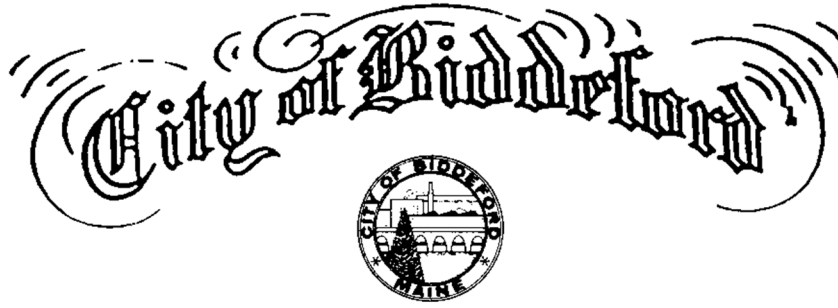
STORMWATER OUTLET

PROJ. MANAGER	ERNE MARTIN	BY	DATE
DESIGN-DETAILED	RCL	RCL	5-12
CHECKED-REVIEWED	ALG		5-12
DESIGN2-DETAILED2			
DESIGN3-DETAILED3			
REVISIONS 1			
REVISIONS 2			
REVISIONS 3			
REVISIONS 4			
FIELD CHANGES			

SIGNATURE
4226
P.E. NUMBER
5/23/12
DATE

STATE OF MAINE
 DEPARTMENT OF TRANSPORTATION
STP-1481(400)X

WIN
14814.00 **HIGHWAY PLANS**



IN BOARD OF CITY COUNCIL...JANUARY 21, 2020
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Daniel Lessard
3 Lynn Avenue
Ward 3

to the *Solid Waste Management Commission*, for a term to expire in December 2022.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: JANUARY 10, 2010

Name: DANIEL A. LESSARD

Street Address: 3 LYNN AVE.
BIDDEFORD, MAINE 04005

Mailing Address:
(if different) _____

Phone Number(s): 207-283-3914 - CELL 207-450-5802

Email Address: danmac@maine.rr.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)

BACK IN THE 90'S I WAS CHAIRMAN OF THE CABLE TV COMMITTEE

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

I'VE BEEN A BIDDEFORD RESIDENT SINCE 1977. NOW THAT I'M RETIRED FROM A CAREER IN SALES I HAVE THE TIME TO VOLUNTEER AND PARTICIPATE IN LOCAL GOVERNMENT.

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

I FULLY BELIEVE IN GIVING BACK AND SERVING THE CITY OF BIDDEFORD. I FEEL THAT IT'S AN OBLIGATION THAT CITIZENS SHOULD STEP FORWARD AND PARTICIPATE IN EITHER ELECTED OR APPOINTED POSITIONS. I AM VERY PLEASED AND PROUD OF THE CURRENT RECYCLING METHODS AND LOOK FORWARD TO FUTURE SYSTEM IMPROVEMENTS.

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