



CITY OF BIDDEFORD

DOWNTOWN DEVELOPMENT COMMISSION

January 6, 2019

5:30p, Second Floor Conference Room

PRESENT: Edwards, Emhiser, Phillips, Schlaver, Swanton

ABSENT: Brenner, Saliwanchik

CITY STAFF: Owens

- I. Call to order, 5:36p
- II. Approval of December minutes
 - a. Moved: Swanton, Second: Schlaver, Vote: Unanimous
 - i. (Swanton abstain because absent)
- III. Workshop
 - a. 3 Lincoln Street Park RFQ and Vision
 - i. RFQ due 1/14
 - ii. Review 1/21
 1. DDC Subcommittee: Emheiser, Swanton
 - b. Discussion of Public Outreach/input
 - i. Multiple Points of Entry
 - ii. City Communications Plan (pending)
 1. DDC can provide support on communications
 2. Using the same language and channels
 - iii. Timeline
 1. Feb 4 present to Council (Emhiser will propose nominee)
 2. Feb 11 appoint Nominee
 3. March 3 DDC Meeting
 4. Set future dates with hire at DDC meeting
 5. Deliverables due mid-April to Council
 - c. Ideas for Park Space
 - i. Public Restrooms
 1. Required for Maine MotorCoach Network (Maine Office of Tourism)
 2. Would be benefit for concerts, etc.
 3. Cost plan estimate is with Public Works
 4. Potential discussion point for public facilities (restrooms and drinking water)
 - ii. Concert space potential (expanding River Jam and other festivals)
 - iii. Keep space flexible for future development

- iv. Next up: Walk the site
 - 1. With Jeff Demers Public Works to review actual potential for site (what are restrictions, etc.)
- v. Other potential projects and considerations
 - 1. Stack beautification
 - 2. Water lighting
 - 3. Fireworks and Noise policy
 - 4. Light and noise pollution impact on close residents
 - 5. Access issues (entry/exit); and abilities
 - 6. Ice Skating Rink
 - 7. Driving the end of the RiverWalk completion (part of downtown “connectivity” conversation and wayfinding)
 - 8. Signage and Design
 - 9. Connection to Eastern Trail and Rotary Park (trail)
 - 10. Event and evening rate parking (garage) - potentially decided by managing company

- IV. Parking Info Cards
 - a. Business survey to see what’s working
 - b. Pass off task for re-printing future cards for Council Parking Committee
- V. Upcoming Meeting Dates, remain first Mondays
 - a. Feb 3, 5:30p (Phillips with chair)
- VI. Adjourn - 6:38p
 - a. Moved: Emhiser, Second: Phillips, Vote: Unanimous